

**MINUTES****REGULAR MEETING**

Bernard C. "Jack" Young, President  
 Stephanie Rawlings-Blake, Mayor  
 Joan M. Pratt, Comptroller and Secretary  
 George A. Nilson, City Solicitor  
 Alfred H. Foxx, Director of Public Works  
 David E. Ralph, Deputy City Solicitor  
 Ben Meli, Deputy Director of Public Works - ABSENT  
 Bernice H. Taylor, Deputy Comptroller and Clerk

The meeting was called to order by the President.

**BOARDS AND COMMISSIONS**1. 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:

Benfield Electric Co., Inc.	\$	8,000,000.00
CB Flooring, LLC	\$	48,195,000.00
Covington Machine & Welding, Inc.	\$	8,000,000.00
Debra's Glass, Inc.	\$	1,476,000.00
Potts & Callahan, Inc.	\$	145,782,000.00
Retro Environmental, Inc.	\$	1,500,000.00
Roy Kirby & Sons, Inc.	\$	32,679,000.00
Signsation's Inc.	\$	216,000.00

**MINUTES****BOARDS AND COMMISSIONS** - cont'd2. Prequalification of Architects and Engineers

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

Abel Bainnson Butz, LLP	Landscape Architect
JJB DC, Inc.	Engineer
Sugar Associates, LLC	Architect

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

**MINUTES**

Baltimore Development Corporation (BDC) - Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a lease agreement with Business Plans, LLC (BPL), tenant, for the rental of a portion of the property known as 2901 Druid Park Drive, Suite 201, at the Business Center @ Park Circle, consisting of approximately 892 square feet. The period of the lease agreement is June 1, 2010 through May 31, 2011, with one additional one-year renewal option.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$14,230.52	\$1,185.88

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

**BACKGROUND/EXPLANATION:**

The BPL was founded in 1996 with the objective of supporting small businesses and community development in urban inner-city areas. Since 1996, the BPL has provided business development and employment training to Baltimore City's housing agency and to several non-profit and private organizations and surrounding municipalities. The BPL has also provided Workforce Development services to the Mayor's Office of Employment Development.

The space will be used for workforce development training, consulting, and general office purposes and will be leased on an "As-Is" basis and does not require the landlord to make any modifications. The tenant will be responsible for any additional improvements or build-out of the premises.

## MINUTES

BDC - cont'd

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

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

The lease agreement is late because of delays in the signatory process.

**(FILE NO. 56581)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with Business Plans, LLC, tenant, for the rental of a portion of the property known as 2901 Druid Park Drive, Suite 201, at the Business Center @ Park Circle, consisting of approximately 892 square feet.

**MINUTES**

Baltimore Development Corporation (BDC) - Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a lease agreement with Media Support Services, Inc., tenant, for the rental of a portion of the property known as 2901 Druid Park Drive, Suites B-105, C-102A, C-105, and D-106, at the Business Center @ Park Circle, consisting of approximately 2,366 square feet. The period of the lease agreement is June 1, 2010 through December 31, 2011, with one additional one-year renewal option.

**AMOUNT OF MONEY AND SOURCE:**

<u>18-Month Term</u>	<u>Monthly Installments</u>
\$27,418.50	\$1,523.25

The lessee will have the option to renew for one additional one-year term. The rent will be increased after the initial term by an amount equal to 4% of the annual rent for the renewal term.

**BACKGROUND/EXPLANATION:**

Media Support Services, Inc. is a company that provides audio-visual equipment and technical support for various events, including conventions, meetings, seminars, and conferences. Media Support Services, Inc. is a long-term tenant and has occupied space in the building since 1998.

The space will be leased on an "As-Is" basis and does not require the landlord to make any modifications except basic painting. The tenant will be responsible for any additional 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 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.

The lease agreement is late because of delays in the tenant providing a Certificate of Good Standing.

**(FILE NO. 55402)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with Media Support Services, Inc., tenant, for the rental of a portion of the property known as 2901 Druid Park Drive, Suites B-105, C-102A, C-105, and D-106, at the Business Center @ Park Circle, consisting of approximately 2,366 square feet. The Comptroller

**ABSTAINED.**

**MINUTES**

Baltimore Development Corporation (BDC) - Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a lease agreement with PIN Counseling Services, Inc., tenant, for the rental of a portion of the property known as 2901 Druid Park Drive, Suites A5 and A23, at the Business Center @ Park Circle, consisting of approximately 352 square feet. The period of the lease agreement is June 1, 2010 through May 31, 2011, with one additional one-year renewal option.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$5,811.24	\$484.27

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

**BACKGROUND/EXPLANATION:**

PIN Counseling Services, Inc. is an organization that provides mental health counseling services to children, adolescents, and adults. The organization has been a tenant in the building since 1997.

The space will be leased on an "As-Is" basis and does not require the landlord to make any modifications except basic painting. The tenant will be responsible for any additional 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 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.

The lease agreement is late because of delays in the administrative process.

**(FILE NO. 55788)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with PIN Counseling Services, Inc., tenant, for the rental of a portion of the property known as 2901 Druid Park Drive, Suites A5 and A23, at the Business Center @ Park Circle, consisting of approximately 352 square feet.

## MINUTES

Mayor's Office of Employment Development - Agreements

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

1. **THE WALTERS ART MUSEUM** **\$ 900.00**

Account: 4000-805310-6310-532505-603051

The Walters Art Museum will conduct 12 hours of training for seven incumbent employees of The Walters Art Museum through an initiative known as Maryland Business Works. The incumbent workers will receive training in Basic Blueprint Reading. The period of the agreement is July 8, 2010 through August 29, 2010.

2. **SMARTLOGIC SOLUTIONS, LLC.** **\$4,030.00**

Account: 4000-805310-6310-522005-603051

The organization will provide 56 hours of training for six incumbent employees through an initiative known as Maryland Business Works. The incumbent employees will be able to obtain information at the RailsConf 2010 and Velocity 2010 Web Performance Operations Conferences. The period of the agreement is June 7, 2010 through July 10, 2010.

The agreements are late because of the extended negotiation process.

**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 above agreements.

## 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 6** favorable reports on Transfers of Funds approved by the Board of Estimates at its meeting on June 30, 2010.

The Board **NOTED 6** favorable reports on Transfers of Funds approved by the Board of Estimates at its meeting on June 30, 2010.

MINUTES

TRANSFERS OF FUNDS

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UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

2500 - 2504

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>Baltimore Development Corporation</u>		
1. \$ 5,182.40 State-Other	9911-905858-9600 Constr. Res. BDC Acq./Dev.	9910-905825-9603 Westside Downtown
20,138.42 M&CC	9911-903859-9600 Constr. Res. BDC Econ. Dev.	9910-905852-9601 Econ. Dev. Incentives
323.00 M&CC	9910-903354-9600 Constr. Res. W. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
3,814.35 M&CC	9910-904115-9600 Constr. Res. Westside Init.	9910-905825-9603 Westside Downtown
12,654.92 M&CC	9910-904982-9600 Constr. Res. Coml. Revit. Program	9910-902879-9601 Coml. Revit.
183.00 M&CC	9910-905575-9600 Constr. Res. E. Balto. Ind. & Coml. Dev.	9910-906575-9601 E. Balto. Ind. & Coml. Dev.
13,363.31 Gen. Funds	9910-906878-9600 Constr. Res. Howard Park Grocery Store	9910-902879-9601 Coml. Revit.
1,050.00 19 <sup>th</sup> EDF	9910-904573-9600 Constr. Res. Fayette/Lombard St. Corridor	9910-906575-9601 E. Balto. Ind. & Coml. Dev.

## MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BDC - cont'd</u>		
10,000.00 20 <sup>th</sup> EDF	9910-906983-9600 Constr. Res. Arts & Ent. Init.	9910-905825-9603 Westside Downtown
2,050.00 21 <sup>st</sup> EDF	9910-902483-9600 Constr. Res. S. Balto. Ind. Coml. Dev.	9910-902879-9601 Coml. Revit.
42,242.65 21 <sup>st</sup> EDF	9910-902873-9600 Constr. Res. Brownsfield Incentive Fund	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
6,595.25 22 <sup>nd</sup> EDF	9910-903354-9600 Constr. Res. W. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
14,971.44 22 <sup>nd</sup> EDF	9910-904982-9600 Constr. Res. Coml. Revit. Program	9910-902879-9601 Coml. Revit.
1,000.00 22 <sup>nd</sup> EDF	9910-905575-9600 Constr. Res. E. Balto. Ind. & Coml. Dev.	9910-906575-9601 E. Balto. Ind. & Coml. Dev.
<u>\$133,568.74</u>		

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending March 31, 2010.

**MINUTES****TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services</u>		
2. \$ 500,000.00	9916-901827-9194	9916-902827-9197
1 <sup>st</sup> Public Bldg.	Police District Station-Reserve	Police District Station - Active

This transfer is necessary because a number of the Police District Stations are 60 years old and are in critical need of capital improvements.

Department of Transportation

3. \$ 37,550.70	9950-903311-9507	9950-901837-9514
MVR	Constr. Res. Russell St. Viaduct	- 3 Design & Studies Structural Repair - Bridges

This transfer will fund costs associated with Task No. 12 on Project No. 1038 BD #07026 for the related design services for the preparation of the redline revisions.

4. \$ 27,407.60	9950-902426-9506	9950-901532-9506-2
MVR	Eastern Ave. Underpass	Extra Work Order Chesapeake Ave. Phase II from West of Sun Street to Patapsco River

This transfer will fund costs associated with extra work order no. 13 on Contract TR 03309 with Monumental Paving & Excavating Inc. for items overrun resulting from additional street lighting work performed on Orchard Street.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Planning</u>		
5. <b>\$100,000.00</b> 1 <sup>st</sup> Cultural Loan	9904-901779-9129 USS Constellation Museum	9904-909779-9127 USS Constellation Museum

This transfer will provide funds for the planning and design service costs associated with Rummel, Klepper & Kahl, as a consultant to WA Architecture for the USS Constellation Museum-Heritage & Education Center. The new museum will be located on the site of the current museum on Pier 1 of the Inner Harbor of Baltimore, Maryland.

Department of Recreation and Parks

6. <b>\$ 12,000.00</b> Wastewater Rev. Bonds	9938-902668-9475 Reserve - Park Perimeter Improv.	9938-901668-9474 Active - Park Perimeter Improv.
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This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1066, Task #25 to Hord Coplan Macht Inc.

7.    \$ 15,000.00 Rec. & Pks. 24 <sup>th</sup> Series	9938-904746-9475 Reserve - Park & Playgrounds, Re- novations FY 08	
45,000.00 State	"          "	
<u>      <b>\$ 60,000.00</b></u>	-----	9938-901746-9474 Active - Park & Playground FY 08

This transfer will provide funds to cover costs associated with the parking lighting improvements at Conway Park.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Bureau of Water &amp; Wastewater</u>		
8. \$102,000.00	9956-905533-9549	
Counties	Constr. Res.	
	Annual Facilities	
	Improvements	
48,000.00	" "	
Wastewater		
Rev. Bonds		
<u>\$150,000.00</u>		
\$ 79,449.26	-----	9956-903537-9551-3
		Design
70,550.74	-----	9956-903537-9551-9
<u>\$150,000.00</u>		Administrative

The funds are required so the consultant can develop a work plan for SC 885, Grit Facility at the Patapsco Wastewater Treatment Plant.

**MINUTES**

Parking Authority of Baltimore City (PABC) - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay Consolidated Waterproofing Contractors (CWC).

**AMOUNT OF MONEY AND SOURCE:**

\$19,840.00 - 2075-000000-5800-408600-60316  
10,000.00 - 2075-000000-5800-407700-60316  
\$29,840.00

**BACKGROUND/EXPLANATION:**

This expenditure of funds will pay for emergency repairs to the expansion joints in the Baltimore Street Garage.

The Baltimore Development Corporation notified the PABC of a leakage from the Baltimore Street Garage into the tenant's leasing space below the facility. The water leakage has caused mold in the tenant's space and is a health hazard to them.

The PABC requested an assessment of the problem from the CWC and Restoration East. The PABC also received another proposal from the Otis Warren Company from MBE Construction. After review of the proposals, the PABC believes CWC provided the best value proposal.

The PABC is comfortable with the CWC based on its work experience on similar projects with the City of Baltimore and other municipalities. The CWC will deliver a quality product that will be guaranteed.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay Consolidated Waterproofing Contractors.

**MINUTES**Dept. 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. 5242-44 Park Heights Ave.	Power of Faith Evangelistic Church	Retain awning 15½' x 4' One double face sign 2½' x 5'
\$200.60 Annual Charge		
2. 4301 Roland Ave.	Roland Park Real Estate, LLC	Service connection six conduits @ 5'
\$105.00 Annual Charge		

There are no objections, since no protests were received.

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

**MINUTES**

Department of Housing and - Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Bon Secours of Maryland Foundation, Inc. The period of the agreement is January 1, 2010 through December 31, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$ 90,861.18 - 2088-000000-5930-530403-603051  
124,529.82 - 2089-000000-5930-530403-603051  
**\$215,391.00**

**BACKGROUND/EXPLANATION:**

The organization will implement a Clean and Green Program to manage land and implement a community greening strategy. This strategy will eliminate blighted vacant lots in low-and moderate-income areas of Southwest Baltimore by converting the lots into green open space and side yards.

In partnership with Goodwill Staffing Services, the Clean and Green Program will also provide employment training to area residents to develop the necessary job skills in order to become gainfully employed in the "green industries." Participants will receive classroom instruction and on-the-job training, which will include maintenance of previously improved lots.

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.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the agreement with Bon Secours of Maryland Foundation, Inc.

**MINUTES**

Department of Housing and - Head Start Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Head Start agreement with Maryland Family Network, Inc., delegate agency for the Baltimore City Childcare Resource Center Head Start Program. The period of the agreement is October 1, 2009 through September 30, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$44,998.00 - 5000-586810-6050-449900-603051

**BACKGROUND/EXPLANATION:**

Under the terms of this agreement, the Baltimore City Childcare Resource Center Head Start Program will use the funds to expand its services for 60 children, for 10 weeks, from June 21, 2010 to August 30, 2010. In addition, the funds will provide classroom activities that promote language development, literacy, scientific and mathematical thinking, physical development, and social studies and the arts. The funds will also allow the organization to provide financial assistance for existing Head Start families experiencing hardships.

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

**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 Head Start agreement with Maryland Family Network, Inc., delegate agency for the Baltimore City Childcare Resource Center Head Start Program.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the land disposition agreement with Urban Renaissance Management, LLC, developer, for the sale of the properties located at 1719, 1725, 1729, 1731, 1733, 1735, 1737, and 1739-1741 North Patterson Park Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$ 7,900.00	- 1719 North Patterson Park Avenue
7,900.00	- 1725 North Patterson Park Avenue
7,900.00	- 1729 North Patterson Park Avenue
7,900.00	- 1731 North Patterson Park Avenue
7,900.00	- 1733 North Patterson Park Avenue
7,900.00	- 1735 North Patterson Park Avenue
7,900.00	- 1737 North Patterson Park Avenue
<u>1,500.00</u>	- 1739-1741 North Patterson Park Avenue
<b>\$56,800.00</b>	- Sale price

**BACKGROUND/EXPLANATION:**

The properties at 1719, 1725, 1729, 1731, 1733, 1735, 1737 North Patterson Park Avenue will be sold for the appraised value of \$7,900.00 each and 1739-1741 North Patterson Park Avenue will be sold for the assessed value of \$1,500.00.

A good faith deposit of \$8,000.00 has been paid by the developer. The developer will pay the City a total of \$48,800.00 through a recorded Purchase Money Mortgage (PMM) and Promissory Note (PN). The City agrees to hold the PMM in a second lien position to any primary construction loan. Under the terms of the PN, interest will accrue at the annual rate of 3½% per annum beginning on the date of issuance of the certificate of occupancy.

**MINUTES**

DHCD - cont'd

The properties will be converted into affordable residential rentals. The developer plans to invest approximately \$29,530.00 into each unit.

**MBE/WBE PARTICIPATION:**

The properties are not subject to Article 5, Subtitle 28 of the Baltimore City Code because they will be sold at market value.

**(FILE No. 57157)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Urban Renaissance Management, LLC, developer, for the sale of the properties located at 1719, 1725, 1729, 1731, 1733, 1735, 1737, and 1739-1741 North Patterson Park Avenue.

**MINUTES**

Department of Housing and - Intergovernmental Agreement  
Community Development      for Land Disposition

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an intergovernmental agreement for land disposition with the Housing Authority of Baltimore City (HABC) for the sale of the Fee Simple interest in 103 Broad Court in the Flag House Redevelopment.

**AMOUNT OF MONEY AND SOURCE:**

\$1.00

**BACKGROUND/EXPLANATION:**

The City is the fee simple owner of a vacant lot located at 103 Broad Court, in the Jonestown neighborhood. The City is authorized to acquire, sell, lease, convey, transfer, or otherwise dispose of property pursuant to Article II, Section 15 of the Baltimore City Charter, 1996 Edition, Article 13, of the Baltimore City Code - 2000 Edition, which established the Department pursuant to the Charter, Ordinance No. 993, approved December 14, 1978, establishing the Jonestown Urban Renewal Area, as amended from time to time, the provisions of the Renewal Plan, Ordinance No. 477, approved December 6, 1973, which authorizes the City to dispose of the property, Ordinance No. 95-525 [Article 13, Section 2-7(mm)], approved November 11, 1999, which authorizes the City to dispose of the property, and in accordance with the procedures set out in Ordinance No. 95-525 [Article 13, Section 2-7(h)], approved November 11, 1999, which authorizes the City to dispose of the property.

The HABC was awarded a \$21,500,000.00 HOPE VI grant in 1998 to redevelop the former Flag House Courts public housing site and other off-site properties within the Jonestown community. The revitalization plan included the demolition of 487 public housing units on the 11.3-acre site. Demolition of all units was completed on August 29, 2001. The site is bordered by Albemarle Street to the west, Baltimore Street to the north, Central Avenue to the east, and Pratt Street to the south. The

## MINUTES

DHCD - cont'd

revitalized community features 337 new residential units, consisting of a combination of townhouses and apartments, a new community center, and a retail component. The subsidized public housing units are integrated along with tax credit units, affordable and market-rate homeownership units to create a mixed-income community.

**STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE APPRAISED VALUE:**

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The City determined that the revitalization effort is beneficial to the citizens of Baltimore City. The City agreed to contribute to the HABC's revitalization effort by acquiring the off-site properties and conveying them to the HABC to be redeveloped as part of the Flag House Project.

103 Broad Court is one of the off-site properties acquired by the City with the Hope VI Redevelopment Project funds awarded to the HABC for the Flag House-Jonestown Redevelopment Project. The City acquired 103 Broad Court, Block 1380, Lot 099, by condemnation.

The acquisition purchase price of \$3,500.00 was substantiated in appraisals made by independent appraisers contracted by the City. The Board approved the purchase of the property with Flag House Hope VI Redevelopment Project funds on January 19, 2005.

In accordance with the City's determination to contribution to HABC's revitalization effort by acquiring the off-site properties on behalf of the HABC, the City will transfer the property at 103 Broad Court to the HABC for the consideration of \$1.00.

**MINUTES**

DHCD - cont'd

**MBE/WBE PARTICIPATION:**

The developer is required to comply with the HABC's goals for the participation of Minority and Women's Business Enterprise. The HABC and the developer have agreed to use all reasonable good faith efforts to meet the City's current goals for MBE/WBE utilization.

**(FILE NO. 55936)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the intergovernmental agreement for land disposition with the Housing Authority of Baltimore City for the sale of the Fee Simple interest in 103 Broad Court in the Flag House Redevelopment. The President **ABSTAINED.**

## MINUTES

Department of Housing and Community - Agreements  
Development/Homeless Services

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2010 through June 30, 2011.

1. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$113,546.00**

Account: 5000-529111-3572-333705-603051

The organization will provide 50-day shelter units to homeless women and women with children of Baltimore City. The funds will be utilized to provide shelter, food, outreach, and case management services to help clientele access services and have a safe alternative from the streets during the day.

2. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$ 63,327.00**

Account: 5000-529111-3572-333704-603051

The organization will operate a transitional facility and provide residential-based job readiness, placement, and retention services to approximately 20 homeless men of Baltimore City at 725 Fallsway. The funds will be utilized to offset the operating costs of the transitional housing facility. The goal of the program is to engage homeless men in housing, employment and other support services in an effort to transition them to full-time employment and permanent housing.

3. **BALTIMORE HEALTH CARE ACCESS, INC.** **\$ 36,014.00**

Account: 5000-529111-8940-333710-603051

The funds will be utilized to fund a full-time Homeless Outreach Advocate, who will engage individuals experiencing homelessness and link them to housing and needed services such as healthcare, mental health treatment, and addiction services.

## MINUTES

DHCD/BHS - cont'd

4. **JOSEPH RICHEY HOUSE, INC.** **\$ 58,626.00**

Account: 4000-490811-3573-333672-603-051

The organization will provide 497 bed days of supportive care at the rate of \$126.66 per diem to qualified end stage AIDS patients. Services will include but not be limited to room and board and 24-hour medical support at Richey House located at 828 North Eutaw Street.

5. **HEALTH, EDUCATION, ADVOCACY,  
LIFE, INC.** **\$103,453.00**

Account: 4000-496311-3570-591231-603051

The organization will provide temporary rental assistance payments to homeless clients. The period of the agreement is June 27, 2010 through June 26, 2011.

**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 foregoing agreements.

## MINUTES

Police Department - Employment Agreements

The Board is requested to approve and authorize execution of the various employment agreements. The period of the agreement is effective upon Board approval for one year.

	<u>Name</u>	<u>Hourly Rate</u>	<u>Amount</u>
1.	LAWRENCE A. BANKS, SR.	\$14.42	\$30,000.00
2.	DONALD K. MATTHEWS	\$14.42	\$30,000.00

Account: 1001-000000-2010-197600-6010009

On January 3, 1996, the Board approved a waiver of Administrative Manual Policy AM 212-1, which allowed the Baltimore Police Department to hire retired police officers as contract employees.

The retirees will perform a variety of tasks, previously performed by full-duty police officers, which are supportive in nature. This will allow the Department to continue to assign active police officers to crime fighting duties.

The retirees will receive no benefits other than workmen's compensation and F.I.C.A.

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Police Department - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a grant agreement with the Governor's Office of Crime Control and Prevention (GOCCP). The period of the grant agreement is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$35,000.00 - 5000-516211-2013-688000-600000

**BACKGROUND/EXPLANATION:**

The GOCCP has awarded a grant entitled "Family Crimes Victims Advocate, grant no. MVOC-2011-1113".

The main goal of the Baltimore's Family Crimes Victim Advocate Program is to provide swift and comprehensive services to victims of domestic violence. Working closely with the detectives assigned to the Family Crimes Unit, a full-time Victim Advocate will be responsible for providing crisis counseling, safety planning and resource identification to victims. The Victim Advocate will also provide supportive services to victims throughout the course of the investigation and prosecution of the case.

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

**MINUTES**

Police Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay the Federal Law Enforcement Training Center. The invoice is for the period February 22 through March 5, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$5,708.65 - 1001-000000-2020-213700-603001

**BACKGROUND/EXPLANATION:**

This request will cover the costs of registration, meals, and lodging for Staccato R. Butler who attended the Seized Computer Evidence Recovery Specialist training (SCERS).

The mission of the training was to increase the effectiveness of the investigations and prosecutions of Internet Crime against children (ICAC) offenses and to increase public awareness and prevention of ICAC offenses.

The SCERS program teaches forensic techniques for the analysis of electronic data from desktop computer systems and selected peripherals. The course is designed as a comprehensive digital forensics foundational course of instruction for those needing to update their skills.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay the Federal Law Enforcement Training Center.

**MINUTES**

Health Department - Grant Agreement and Declaration of  
Covenants and Restrictions Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the grant agreement and the declaration of covenants and restrictions agreement with the Holabird Investments, LLC for its property located at 330 S. Calhoun Street. The period of the agreement is effective upon Board approval for three years.

**AMOUNT OF MONEY AND SOURCE:**

\$6,430.00 - 4000-428008-3050-282900-603026

**BACKGROUND/EXPLANATION:**

The City has received grant funds from the Department of Housing and Urban Development for certain lead hazard reduction activities.

Holabird Investments, LLC has applied to the City for a grant to undertake the lead hazard reduction work on the above listed property. The grantee's contribution of 20% of the total project cost will be deposited into a non-interest bearing account of the City and disbursed by the City to the Certified Contractor or other parties due payment, in accordance with the construction contract and the agreement.

**MINUTES**Health Department - cont'd

Holabird Investments, LLC or its certified contractor will perform the services and provide materials for the project on the property and agrees that the project will be subject to occupancy and rental covenants and restrictions in the form required by the City for a three year period from the time the lead hazard reduction work is completed.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreement and the declaration of covenants and restrictions agreement with the Holabird Investments, LLC for its property located at 330 S. Calhoun Street.

**MINUTES**Health Department - Agreements

The Board is requested to approve and authorize execution of the agreements for the Senior Community Services Employment Program.

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM

- |    |   |               |
|----|---|---------------|
| 1. | <b>HISTORIC EAST BALTIMORE COMMUNITY<br/>ACTION COALITION, INC./EAST BALTIMORE<br/>TECHNOLOGY</b> | <b>\$0.00</b> |
| 2. | <b>HISTORIC EAST BALTIMORE COMMUNITY<br/>ACTION COALITION, INC./YO PROGRAM</b>                    | <b>\$0.00</b> |

The above-listed organizations will serve as host agencies for the Senior Community Service Employment Program. This program provides part-time work experience or volunteer service opportunities for persons, aged 55 years or older, with no upper age limitation. The placement of Senior Citizen Aides in non-profit or governmental agencies will allow those agencies to provide services that would otherwise not be available because of the lack of funds. The period of the agreement is July 1, 2010 through June 30, 2011.

The agreements are late because revisions to the agreement delayed processing.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of above agreements for the Senior Community Services Employment Program.

**MINUTES**Health Department - Agreements and an Amendment to Agreement

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

AGREEMENTS

1. **THE FAMILY LEAGUE OF BALTIMORE CITY INC.                   \$1,705,951.00**

Account: 6000-626309-3080-294901-603051

The organization will provide project implementation, including supervision and training of project staff, coordination of project activities and committees, outreach with all partner agencies, completion of programmatic and budget reports, and systems change work. The period of the agreement is January 1, 2010 through June 30, 2011.

The agreement is late because budget revisions delayed processing.

2. **TOTAL HEALTH CARE, INC.   \$     90,000.00**

Account: 6000-620710-3040-679801-603051

The organization will provide substance abuse treatment to 60 clients referred by the Needle Exchange Program of Baltimore. The organization will provide Interim Buprenorphine Maintenance to approximately 60 individuals addicted to opioids (heroin, morphine, vicodin, oxycontin etc). Interim Buprenorphine Maintenance is a short term intervention which lasts 45 to 90 days and has its primary focus to a) stabilize the patient on Buprenorphine, b) link the client to primary care, mental health and case management services, c) assist the patient in increasing his/her motivation for change and treatment acceptance, and d) coordinate patient's transition to long term treatment when appropriate. The period of the agreement is October 1, 2009 through September 30, 2010.

The agreement is late because of a delay in receiving an acceptable scope and budget.

## MINUTES

Health Dept. - cont'd

3. **HEALTH CARE FOR THE HOMELESS, INC.** \$ **68,914.00**

Account: 4000-424210-3030-273125-603051

The organization will provide services in the area of Health Education/Risk Reduction to homeless adults, especially injection drug users to decrease HIV Prevalence by increasing their knowledge of HIV/AIDS, modes of transmission and prevention strategies, perceived risk, skills and efficacy to reduce high-risk sexual and needle-using behavior. The period of the agreement is November 1, 2009 through June 30, 2010.

The agreement is late because the request was received late in the grant year.

**MWBOO GRANTED A WAIVER.**

4. **BALTIMORE HEALTH CARE ACCESS (BHCA)** \$ **6,718.00**

Account: 1001-000000-3040-274020-603051

The BHCA will assist the Baltimore City Health Department's Needle Exchange Program site called The Block Project. The Department will supply space on a stationed mobile unit for a BHCA worker to conduct client services during The Block Project one evening weekly from 7:00 p.m. to 10:00 p.m. four times a month. The BHCA worker will also perform administrative duties related to The Block Project. The period of the agreement is July 1, 2010 through June 30, 2011.

The agreement is late because of a delay in receiving an acceptable scope and budget.

## MINUTES

Health Department - cont'd

RETIRED AND SENIOR VOLUNTEER PROGRAM (RSVP)

5. **DELMARVA FOUNDATION FOR MEDICAL CARE, INC.** **\$ 0.00**

The period of the agreement is April 1, 2010 through March 31, 2012.

The above-listed organization will serve as a volunteer station for the RSVP. The RSVP has been funded since 1982 by the federal government. The Baltimore City Health Department was awarded a grant from the Corporation of National and Community Services to pay administrative staff to arrange volunteer work for persons 55 years of age and over.

The agreement is late because it was recently finalized.

AMENDMENT TO AGREEMENT

6. **SINAI HOSPITAL OF BALTIMORE, INC.** **\$ 6,370.00**

Account: 4000-425610-3040-276906-603051

On December 23, 2009, the Board approved the original agreement with the organization to provide services for the Ryan White Part D Program. The approved agreement was in the amount of \$120,452.00 for the period July 1, 2009 through June 30, 2010.

Under this amendment to agreement, the organization will provide patient emergency funds for an additional 15 clients being given grants of \$200.00 for assistance with Baltimore Gas and Electric bills or rent; technology enhanced treatment adherence for 10 clients to receive use of cell phones for appointment reminders, medication reminders, and contact with program staff for care planning to resolve barriers to care.

MINUTES

Health Dept. - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED (EXCEPT ITEM NO. 5) AND HAD NO OBJECTION.

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

**MINUTES**

Health Department - Notice of Revised Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the revised grant agreement from the Department of Health and Human Services, Centers for Disease Control and Prevention.

**AMOUNT OF MONEY AND SOURCE:**

\$442,852.00 - 4000-422510-3030-273000-404001

**BACKGROUND/EXPLANATION:**

On February 3, 2010, the Board approved the initial grant award for Comprehensive STD Prevention Systems, in the amount of \$1,033,323.00.

This revised grant agreement will increase the award for these services by \$442,852.00, making the total award \$1,476,175.00. All other terms and conditions of the grant agreement will remain unchanged.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved acceptance of the revised grant agreement from the Department of Health and Human Services, Centers for Disease Control and Prevention.

**MINUTES**

Health Department - Ratification of an Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify an expenditure of funds to pay GKV. The outstanding invoices are for the period March 29, 2010 through May 27, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$ 37,292.00 - 4000-497110-3150-682200-603008  
74,669.19 - 4000-496810-3150-678100-603008  
\$111,961.19

**BACKGROUND/EXPLANATION:**

The GKV provided H1N1 flu mass media advertising.

The media advertising for the emergency H1N1 flu pandemic were inadvertently procured without appropriate authorization from the Department of Finance. The Department apologizes to the Board for this oversight and request the Board to ratify the expenditure of funds to pay GKV for services rendered.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board ratified an expenditure of funds to pay GKV.

**MINUTES**

Department of Finance - Amendment No. 3 to Agreement for Record-Keeping and Communication Services

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of amendment no. 3 to agreement for recordkeeping and communication services with Great-West Life & Annuity Insurance Company (Great-West).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On November 25, 2009, the Board approved an agreement with Great-West to provide recordkeeping services for the Deferred Compensation Plan.

On December 23, 2009, the Board approved amendment no. 1, which authorized Great-West to review and approve incoming rollovers.

On March 24, 2010, the Board approved amendment no. 2, which modified the instructions for Great-West to receive agreed upon fees.

This amendment no. 3 will expand the approval of unforeseeable emergency withdrawal requests. All other terms and conditions of the original agreement remain unchanged.

**(FILE NO. 55951)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 3 to agreement for recordkeeping and communication services with Great-West Life & Annuity Insurance Company.

**MINUTES**

Department of Finance - Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a consultant agreement with Cost Plans Plus, LLC. The period of the agreement is effective upon Board approval for three years.

**AMOUNT OF MONEY AND SOURCE:**

\$28,500.00 - 1001-000000-1421-160800-603026

(\$9,500.00 per year for 3 years)

**BACKGROUND/EXPLANATION:**

Cost Plans Plus, LLC will prepare a Citywide cost allocation plan in accordance with the Federal Office Management and Budgets, Circular A 87 for the fiscal years ended June 30, 2009, 2010 and 2011. This cost allocation plan is used by various City agencies to allocate indirect cost to various grants and projects.

Cost Plans Plus, LLC has prepared this plan for the City in the past. The consultant's proprietary software and its knowledge of the City will result in the least disruption of City personnel during the development of the plan and provide the City with a cost allocation plan that will meet standards set by OMB Circular A 87.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the consultant agreement with Cost Plans Plus, LLC.

**MINUTES**

Department of Finance - Sponsorship for NCA Lacrosse  
Championship Event

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize payment to the Maryland Stadium Authority (MSA) in support of the NCAA Lacrosse Championship Event held Memorial Day weekend 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$100,000.00 - 1001-000000-1220-688700-607001

**BACKGROUND/EXPLANATION:**

The City, in partnership with the MSA and Maryland's Office of Sports Marketing, sought and was successful in bringing the NCAA Lacrosse Championship to Baltimore. The City's financial commitment was \$100,000.00 for each year Baltimore hosts the championship.

The State committed \$400,000.00 to the sponsorship effort. Although the data collection is not fully completed, the economic benefit to the City was estimated to be \$18,000,000.00 to \$20,000,000.00. Official attendance for the weekend was 116,000.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized payment to the Maryland Stadium Authority in support of the NCAA Lacrosse Championship Event held Memorial Day weekend 2010.

**MINUTES**

Office of the State's Attorney (SAO) - 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). The period of the agreement is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$1,959,195.00 - 5000-544711-1150-518700-601001

**BACKGROUND/EXPLANATION:**

The GOCCP has awarded these funds to the SAO for its F.I.V.E. Unit, which prosecutes non-fatal shootings and recidivist handgun offenders in Circuit Court. The division works actively with the cold case squad to solve old homicides and supervises complex investigations into police involved shootings.

**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 from the Governor's Office of Crime Control and Prevention.

**MINUTES**

Office of the State's Attorney (SAO) - Operations Support  
Disbursement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a disbursement of funds to the Baltimore Child Abuse Center (BCAC).

**AMOUNT OF MONEY AND SOURCE:**

\$40,000.00 - 6000-602511-1151-137700-603026

**BACKGROUND/EXPLANATION:**

The SAO will provide funds in the amount of \$40,000.00 to assist the BCAC in support of its operational expenses for FY 2011.

The Child Advocacy Network started as a grant to the Baltimore City State's Attorney Office. The grant expired and the BCAC became a 501(c)(3), subchapter S corporation. They raised funds to support the operation of its programs. Founded in 1986, the BCAC established a partnership among the SAO, Baltimore City Police Department, and the Baltimore City Department of Social Services to jointly investigate all cases of child sexual abuse in Baltimore City. The partnership was formed pursuant to Maryland State law (Family Law section 5-706F).

Since 1966, through written memorandum, all reported cases of child sexual abuse in Baltimore City have been investigated by the BCAC. The BCAC provides a centralized child-friendly place where children are brought for investigative interviews, medical examinations and treatment, crisis counseling and referral/placement in long-term mental health treatment in an effort to break the cycle of abuse. All similar facilities in the State are funded totally with local funding.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the disbursement of funds to the Baltimore Child Abuse Center.

## 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. ROCHESTER SOFTWARE ASSOCIATES, INC.  | \$ 6,000.00 | Sole Source |
| Solicitation No. 08000 - Annual Maintenance Support - Mayor's Office of Information Technology - Req. No. R552089 |             |             |

All network printers are dependent on this proprietary software. The period of the award is July 1, 2010 through June 30, 2011.

- |   |             |         |
|---|-------------|---------|
| 2. VEHICLE MAINTENANCE  | \$ 9,166.08 | Low Bid |
| Solicitation No. B50001517 - Cosco Scenera Convertible Car Seats - Health Department - Req. No. R545636 |             |         |

- |   |             |         |
|---|-------------|---------|
| 3. VEHICLE MAINTENANCE  | \$ 5,819.88 | Low Bid |
| Solicitation No. B50001519 - Cosco Sprinter Travel System (Stroller Combo) - Health Department - Req. No. R545636 |             |         |

- |  |             |         |
|--|-------------|---------|
| 4. VEHICLE MAINTENANCE   | \$17,525.88 | Low Bid |
| Solicitation No. B50001518 - Safety 1st Designer Infant Seats - Health Department - Req. No. R545636 |             |         |

- |  |             |             |
|--|-------------|-------------|
| 5. PRINCIPAL DECISION SYSTEMS INTERNATIONAL  | \$24,950.00 | Sole Source |
| Solicitation No. 08000 - Software Maintenance Agreement - Fire Department - Req. No. R528306 |             |             |

The vendor is the sole source of this proprietary software currently in use by the Fire Department.

- |  |             |             |
|--|-------------|-------------|
| 6. SCANTRON CORPORATION  | \$22,468.00 | Sole Source |
| Solicitation No. 08000 - Scantron Scanner - Mayor's Office of Employment Development (MOED) - Req. No. R551924 |             |             |

The vendor is the sole source of this equipment necessary to scan answer sheets used by MOED.

## 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. TERACAI  | \$ 6,595.25 | Low Bid  |
| Solicitation No. 07000 - Wireless - Department of Public Works<br>- Req. No. R551047                        |             |          |
| 8. PRISM INSULATION, LLC  | \$ 8,550.00 | Low Bid  |
| Solicitation No. B50001551 - Maintenance Contract/Server -<br>Department of Public Works - Req. No. R551029 |             |          |
| 9. MYERS TIRE SUPPLY  | \$11,275.00 | Only Bid |
| Solicitation No. B50001545 - Automotive Repair Tools -<br>Department of General Service - Req. No. R552349  |             |          |

The price is considered fair and reasonable. The period of the award is July 26, 2010 through June 25, 2011.

- |  |             |         |
|--|-------------|---------|
| 10. ACRES AUTOMOTIVE   | \$11,275.00 | Low Bid |
| Solicitation No. B50001549 - Leer 700 Series Fiberglass Lid<br>for Ford Pickups - Department of General Services - Req. No.<br>R551480 |             |         |

The award is for the period July 26, 2010 through July 26, 2011.

- |   |          |          |
|---|----------|----------|
| 11. TJ TRANSPORTATION, INC.   | 5,935.14 | Increase |
| Solicitation Number 07000 - Bus/Van Transportation for Camp<br>Variety Summer Program - Department of Recreation and Parks -<br>P.O. No. P513732. |          |          |

On June 16, 2010, the Board approved the initial award in the amount of \$24,500.00. An increase in the amount of \$5,935.14 is necessary due to the increase of clients being added to the bus routes. This increase in the amount of \$5,935.14 will make the total award amount \$30,435.14. The contract expires on July 30, 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

- |   |             |                           |
|---|-------------|---------------------------|
| 12. GETINGE USA,<br>INC.  | \$ 7,200.00 | Agreement/<br>Sole Source |
| Solicitation No. 08000 - Getinge Autoclave Service Agreement -<br>Department of Public Works - Req. No. R542919 |             |                           |

The Board is requested to approve and authorize execution of an agreement with Getinge USA, Inc. The period of the agreement is effective upon Board approval for one-year.

This requirement is for Getinge Autoclave equipment needed for the Ashburton Water Filtration Division. Getinge USA, Inc. is the only authorized representative for the State of Maryland for replacement parts, inspections, emergency callbacks, and preventive maintenance visits for Getinge Autoclave equipment. The period of the agreement is effective upon Board approval for one-year.

- |   |             |             |
|---|-------------|-------------|
| 13. SHI   | \$ 9,841.00 | Low Bid     |
| Solicitation No. 07000 - Exchange Upgrade - Mayor's Office of<br>Information Technology - Req. No. R546708  |             |             |
| 14. NORITSU AMERICA CORPORATION   | \$22,201.00 | Sole Source |
| Solicitation No. 08000 - Annual Maintenance for Noritsu<br>Equipment - Police Department - Req. No. R553082 |             |             |

Noritsu America Corp. is the manufacturer and sole source for service, maintenance, calibration, and parts for several pieces of equipment currently in use by the Police Department's photo lab. The period of the award is July 21, 2010 through July 20, 2011, with five 1-year renewals.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |   |                    |                |
|---|--------------------|----------------|
| 15. <u>JOHN DEERE COMPANY</u>   | <u>\$12,230.14</u> | <u>Reissue</u> |
| Solicitation No. B50001341 - John Deere Gator XUV - Police Department - Req. No. RP512187 |                    |                |

On February 17, 2010, the Board approved an award for B50001341 in the amount of \$12,230.14 to Atlantic Tractor. Atlantic Tractor is an authorized John Deere dealer. Atlantic has asked that the PO be issued to John Deere instead, because Atlantic was bidding on John Deere's behalf. Authority is requested to re-issue the purchase order to John Deere Company. The Law Department concurs.

- |   |                     |                    |
|---|---------------------|--------------------|
| 16. <u>NCS PEARSON, INC.</u>  | <u>\$ 38,184.00</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - On-Line Work Sampling Assessment System License Renewal - Department of Housing and Community Development - Req. No. R550155 |                     |                    |

The vendor is the sole provider of the On-line Work Sampling Assessment System. The Web-based Assessment System is used for on-line management and reporting for teacher-entered child assessment data that tracks each child's development and produces reports that meet Federal and State Head Start Program Performance Standards.

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

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

Bureau of Purchases

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|--|-------------|-----------|
| 17. MARYLAND PUMP TANK<br>& ELECTRIC COMPANY, INC.   | \$60,000.00 | Extension |
| Solicitation No. 06000 - Petroleum Storage System Repair -<br>Department of General Services - Req. Nos. Various |             |           |

On July 25, 2007, the Board approved the initial award in the amount of \$500,000.00. On August 12, 2009, the Board approved an increase in the amount of \$500,000.00. Due to a continuing need for these services, authority is requested to extend the contract for one additional year.

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.

<b>MBE:</b> Machado Construction Co., Inc.	4%
D & G Brice Contractors, Inc.	4%

<b>WBE:</b> McCall Trucking	4%
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**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

18. JESCO, INC.	\$ 0.00	Assignment Agreement
Solicitation No. 08000 - OEM Parts and Service for John Deere Equipment - Department of General Services - P.O. No. P509063		

The Board is requested to approve and authorize execution of an assignment agreement with Jesco, Inc. The period of the assignment agreement is effective upon Board approval through July 15, 2011, with one 1-year renewal option remaining.

On July 11, 2007, the Board approved the initial award in the amount of \$600,000.00 to Standard Equipment Company. On July 1, 2009, the Board approved an increase in the amount of \$300,000.00. The award contained an option to renew at the sole discretion of the City. In a letter dated June 22, 2010, Standard Equipment Company stated that as of June 25, 2010, it is no longer in business and JESCO, Inc. has assumed responsibilities of this company. JESCO, Inc. is located at the same principle address, and is the authorized distributor for John Deere equipment, parts and service. Authority is being requested to assign the contract to JESCO, Inc.

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 further approved and authorized execution of the agreement with Getinge USA, Inc. (Item No. 12) and the assignment agreement with JESCO, Inc. (Item No. 18). The President **ABSTAINED** on Item Nos. 1 and 13.

**MINUTES**

Office of the Labor Commissioner - Joint Addendum to Memorandum  
Memorandum of Understanding  
(Vacation/Holiday Leave)

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** the Joint Addendum to the Memoranda of Understanding between the Baltimore City Fire Department and:

1. Baltimore Fire Fighters, Local 734, IAFF, and
2. Baltimore Fire Officers, Local 964, IAFF.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The parties have negotiated, regarding proper interpretation and application of the Baltimore City Fire Department MOP 332, 322-1, 322-2, 341-1 and 343-2 and Article 30 of the Memoranda of Understanding for FY 2010 and FY 2011.

The negotiated addendum agreement clarifies and amends the terms and conditions that will apply to Vacation, Holidays, Compensatory Leave and Continuing Education Leave.

**MBE/WBE PARTICIPATION:**

N/A

The Board **NOTED** the Joint Addendum to the Memoranda of Understanding (Vacation/Holiday Leave) between the Baltimore City Fire Department, the Baltimore Fire Fighters, Local 734, IAFF, and the Baltimore Fire Officers, Local 964, IAFF.

**MINUTES**

Office of the Labor Commissioner - Joint Addendum to Memorandum  
of Understanding  
(Non-Line of Duty Illnesses)

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** the Joint Addendum to Memorandum of Understanding between the Baltimore City Fire Department and:

1. Baltimore Fire Fighters, Local 734, IAFF, and
2. Baltimore Fire Officers, Local 964, IAFF.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The parties have negotiated a settlement agreement which amends the memorandum of understanding for FY 2010 and 2011, regarding the interpretation and application of the Baltimore City Code (2010) Article 9, §6-1, BCFD MOP 366-1, and Article 31, ¶A, C and E.

The negotiated addendum agreement clarifies and amends the terms and conditions that will apply to Injury and Sick Leave (Non-Line of Duty), Catastrophic Injury or Illness and Retirement Leave.

**MBE/WBE PARTICIPATION:**

N/A

The Board **NOTED** the Joint Addendum to the Memoranda of Understanding (Non-Line of Duty Illnesses) between the Baltimore City Fire Department, the Baltimore Fire Fighters, Local 734, IAFF, and the Baltimore Fire Officers, Local 964, IAFF.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>			
1. Marie Grampp	2009 E. Eager St.	G/R \$36.00	\$ 300.00

Funds are available in account 9910-906416-9588-900000-704040, EBDI Project, Phase II.

**(FILE NO. 56017)**

2. Fred Nochumowitz, Trustee	320 E. 22 <sup>nd</sup> St.	G/R \$120.00	\$1,000.00
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Funds are available in account 9912-910713-9591-900000-704040, Barclay Project II.

**(FILE NO. 57066)**

3. Stephen P. Boykin, Jr. & William S. Boykin, Jr., the personal representatives of the estate of William S. Boykin (deceased)	1908 Retreat St.	G/R \$150.00	\$1,250.00
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Funds are available in account 9910-903187-9588-900000-704040, Penn North Site.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>			
4. Lamar Alexander	1602 N. Bond St.	L/H	\$9,900.00

Funds are available in account 9910-908087-9588-900000-704040, Miscellaneous Project.

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

5. Turf, LLC	867 Harlem Ave.	G/R \$67.00	\$ 447.00
6. Fred Nochumowitz, Trustee	514 Gold St.	G/R \$84.00	\$ 560.00

Funds are available in account 9910-907079-9588-900000-704040, Asset Management Ground Rents Project.

DHCD - Condemnation

7. JP Morgan Chase Bank National Assoc.	333 E. 20 <sup>th</sup> St.	F/S	\$22,200.00
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Funds are available in account 9912-910713-9591-900000-704040, 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</u>			
<u>DHCD - Condemnations/Quick Takes</u>			
8. Edward Gilchrist	1624 Harlem Ave.	L/H	\$ 4,000.00
9. John Andy Davis & McKinley Jones	1614 Harlem Ave.	L/H	\$ 4,000.00
10. Gary C. Jones	715 N. Mount St.	L/H	\$ 4,123.00

Funds are available in account 9910-903058-9588-900000-704045,  
Harlem Park II Project.

Department of Law - Payment of Jury Award

11. Joan Turman (Prior Owner)	1623 N. Gay St.	L/H	\$43,400.00
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On May 27, 2009, the Board approved the acquisition of the leasehold interest in 1623 N. Gay St. by condemnation in the amount of \$27,160.00. This amount was based upon the City's appraisal. The owner's appraisal valued the property from \$67,000.00 to \$70,000.00. The parties proceeded to trial and a jury returned a verdict in the amount of \$70,000.00. Post judgment interest in the amount of \$560.00 is based upon an estimated 30 days to obtain and deposit the funds. Therefore, the Board is requested to approve payment of the jury award balance in the amount of \$43,400.00. The City will deposit a total of \$70,560.00. However, the City has filed a motion for a new trial or in the alternative, for remittitur. That motion may affect the amount ultimately due the owner.

Funds are available in Account No. 9912-904488-9591-900000-704040.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payment of Jury Award - cont'd</u>			
12. Constance Walton (Prior Owner)	1625 N. Gay St.	L/H	\$43,440.00

On May 27, 2009, the Board approved the acquisition of the leasehold interest in 1625 N. Gay St. by condemnation in the amount of \$27,120.00. This amount was based upon the City's appraisal. The owner's appraisal valued the property from \$67,000.00 to \$70,000.00. The parties proceeded to trial and a jury returned a verdict in the amount of \$70,000.00. Post judgment interest in the amount of \$560.00 is based upon an estimated 30 days to obtain and deposit the funds. Therefore, the Board is requested to approve payment of the jury award balance in the amount of \$43,440.00. The City will deposit a total of \$70,560.00. The City has filed a motion for a new trial or in the alternative, for remittitur. That motion may affect the amount ultimately due the owner.

Funds are available in Account No. 9912-904488-9591-900000-704040.

UPON MOTION duly made and seconded, the Board approved the options, condemnations, quick-takes, and payments of jury awards.

**MINUTES**

Bureau of Water and Wastewater - Amendment to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a no-cost time extension amendment to agreement with the RJN Group, Inc., for Project No. 1047, Dundalk Collection System Evaluation and Sewershed Plan. The amendment extends the period of the agreement through August 21, 2011.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On August 22, 2007, the Board approved the original agreement with the consultant to provide engineering services for the evaluation of the Dundalk Collection System and the development of the Sewershed Plan to comply with Paragraph 9 of the Consent Decree through August 21, 2010.

This amendment to agreement will provide a no-cost time extension to allow the RJN Group, Inc. to continue providing the services through August 21, 2011.

The consultant was approved by the Office of Board and Commissions and Architectural and Engineering Award Commission on October 6, 2006.

**MINUTES**

BW&WW - cont'd

**MBE/WBE PARTICIPATION:**

The consultant will comply with all terms and conditions of the Minority and Women Business Enterprise Program in accordance with the Baltimore City Code, Article 5, Subtitle 28.

**APPROVED FOR FUNDS BY FINANCE****AUDITS NOTED THIS NO-COST TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the no-cost time extension amendment to agreement with the RJN Group, Inc., for Project No. 1047, Dundalk Collection System Evaluation and Sewershed Plan. The President **ABSTAINED**.

**MINUTES**

Bureau of Water and - Amendment No. 3 to Agreement  
Wastewater (BW&WW)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of amendment no. 3 to agreement with Rummel, Klepper & Kahl, LLP (RK&K), for project SC 839, Post Award Services Lower Stony Run Interceptor.

**AMOUNT OF MONEY AND SOURCE:**

\$373,727.68, Wastewater Revenue Bonds (95.80%)  
16,384.73, Baltimore County (4.20%)  
**\$390,112.41** - 9956-901591-9551-900020-703032

**BACKGROUND/EXPLANATION:**

On November 15, 2006, the Board approved the original agreement with RK&K.

The RK&K provided engineering services during the construction of SC 839RR. During construction there were several events that occurred due to unforeseen site conditions which resulted in the need for additional engineering services. These services include designing of a drop vortex structure, redesigning of a Stony Run sewer connection to the lower Jones Falls Interceptor in Falls Road, coordination of SC 839RR with SC 847 and ER 4010, resolve polymer manholes submittal issues, TV inspection of 18" sewer line, and other miscellaneous design services.

Under amendment no. 3 to agreement, the consultant will provide full-time inspection, design a drop vortex structure, coordinate SC 839RR with SC 847 and ER 4010, resolve polymer manholes sub-

## MINUTES

BW&WW - cont'd

mittal issues, clean and TV inspect 18" sewer line, attend progress meetings, review RFIs and PCOs, site visits, and resolve construction problems.

**MBE/WBE PARTICIPATION:**

<b>MBE:</b> Daniel Consultants, Inc.	\$20,152.25	5.16%
E2CR	54,732.82	14.03%
	<b>\$74,885.07</b>	<b>19.19%</b>
<b>WBE:</b> Phoenix Engineering	\$27,443.26	7.03%

**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 amendment no. 3 to agreement with Rummel, Klepper & Kahl, LLP (RK&K), for project SC 839, Post Award Services Lower Stony Run Interceptor. The President **ABSTAINED.**

**MINUTES**

Department of Public Works - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expenditure of funds to pay Atlantic Machinery, Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$6,386.10 - 2070-000000-5440-393002-604009

**BACKGROUND/EXPLANATION:**

This expenditure of funds will pay Atlantic Machinery, Inc. for a past due invoice for two 1" grenade bombs and two bulldog nozzles delivered on February 2, 2010. These implements are connectors that are attached to the pressure truck hose for the purpose of forcefully cleaning main sanitary lines.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay Atlantic Machinery, Inc.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Circuit Court for Baltimore City</u>			
1. Angela M. Sobol	New Directions in Domestic Violence Fatality Review Phoenix, AZ August 15 - 18, 2010 (Reg. Fee \$88.00)	Judiciary Grant FY 10	\$ 992.40
<u>Mayor's Office of Government Relations</u>			
2. Diane Hutchins Janelle Mummey	Maryland Assoc. of Counties Summer Conf. Ocean City, MD August 18 - 21, 2010 (Reg. Fee \$315.00 ea.)	Gen. Fund	\$2,554.00
<u>Baltimore City Health Department</u>			
3. Ralph Brisueno Richard Matens Alberta Ferrari* Jesse Ungard	Ryan White All-Titles Conf. Washington, DC August 22 - 26, 2010 August 22 - 25, 2010*	Federal Ryan White Part A Funds	\$4,148.75
<u>Baltimore City Health Department - Travel Reimbursement</u>			
4. Genevieve Birkby		DHMH	\$1,204.18

On April 26 through April 30, 2010, Ms. Birkby traveled to New Orleans, LA to attend "The Indoor Environmental Health & Technologies Conf." and "The Lead & Health Homes Grantees Conf." The Board is requested to approve a travel reimbursement to Ms. Birkby for airfare, hotel, taxes, food, transportation and conference registration expenses. This request is late because Ms. Birkby was not informed of the conference until a week before her trip. All amounts have been included in the total, as follows:

**MINUTES****TRAVEL REQUESTS****Baltimore City Health Department - Travel Reimbursement - cont'd**

Airfare	\$ 209.40
Hotel	532.00
Taxes	77.16
Parking	38.00
Food	12.62
Registration	335.00
	<u>\$1,204.18</u>

UPON MOTION duly made and seconded, the Board approved the foregoing travel requests and the travel reimbursements. The Mayor **ABSTAINED** on Item No. 2.

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:

2554 - 2555

to the low bidders meeting the specifications,

or rejected bids on those 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

Department of Transportation

- |    |   |              |                |
|----|---|--------------|----------------|
| 1. | TR 09302, Construc-<br>tion of Traffic<br>Signals Citywide<br>JOC | Midasco, LLC | \$3,372,645.00 |
|----|---|--------------|----------------|

DBE:

Priceless Industries	\$ 90,000.00	2.66%
M & V Contractual Services	520,000.00	15.43%
	<b>\$610,000.00</b>	<b>18.09%</b>

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 3,878,541.75 Federal	9952-909019-9511 Constr. Res. Fiber Optic	
\$ 3,372,645.00	-----	9950-904076-9512-6 Struc. & Improv.
337,264.50	-----	9950-904076-9512-5 Inspections
168,632.25	-----	9950-904076-9512-2 Contingencies - Construction of Traffic Signals Citywide JOC
<u>\$ 3,878,541.75</u>		

This transfer will funds costs associated with award of TR 09302 to Midasco, LLC.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

- |    |   |                       |              |
|----|---|-----------------------|--------------|
| 3. | B50001493, Trench<br>Boxes and Acces-<br>sories | Sunbelt Rentals, Inc. | \$ 46,692.48 |
|----|---|-----------------------|--------------|

**MWBOO GRANTED A WAIVER.**

**MINUTES**

Department of Real Estate - Contract of Sale, SCOPE Project

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the contract of sale with Sweeney Builders, Inc. for the purchase of the property located at 1107 N. Caroline Street.

**AMOUNT OF MONEY AND SOURCE:**

\$5,000.00 - Sale Price

**BACKGROUND/EXPLANATION:**

Sweeney Builders, Inc. agrees to complete the renovation of the property and obtain a Certificate of Occupancy no later than 18 months from the date of settlement.

On May 28, 2003, the Board approved an agreement with the Baltimore Economy and Efficiency Foundation, Inc. and the Greater Baltimore Board of Realtors, Inc. to allow the sale of City-owned properties under the SCOPE Project, which is an acronym for Selling City Owned Properties Efficiently.

Under this project, real estate brokers are responsible for marketing the properties and providing the City with sale contracts. Upon closing, they will be paid 8% of the sale proceeds, with a \$2,500.00 minimum fee.

**(FILE NO. 56663)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the contract of sale with Sweeney Builders, Inc. for the purchase of the property located at 1107 N. Caroline Street.

**MINUTES**

Space Utilization - Amendment to Lease Agreement  
Committee

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to lease agreement with RWN 10 Calvert Street Owner, LLC, landlord, for the rental of an additional portion of the property known as 10 N. Calvert Street, Suite 905, consisting of approximately 1,632 square feet. The period of the amendment to lease agreement is August 1, 2010 through September 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

Rental Payment Abated

8/1/10 - 1/31/11

Monthly Installment

\$2,065.84 - 2/01/11 - 9/30/11

Account No. 1001-000000-1560-171501-603013

**BACKGROUND/EXPLANATION:**

On December 6, 2006, the Board approved the original lease agreement with RWN 10 Calvert Street Owner, LLC, for the rental of a portion of the property known as 10 N. Calvert Street, Suite 915, consisting of approximately 6,300 square feet, to be used as administrative offices by the Community Relations Commission (tenant). The term of the lease agreement will expire on September 30, 2011.

This amendment to the lease agreement will allow the Community Relations Commission to acquire an additional 1,632 square feet, Suite 905, making the total square footage 7,932 square feet for Suites 915 and 905. The period for the additional square footage is August 1, 2010 through September 30, 2011.

**MINUTES**

Space - cont'd

Under the terms of the amendment to lease agreement, the landlord will be responsible for painting and carpeting Suite 905 in addition to improvements to the space as designated by the tenant. The landlord will also be responsible for all costs and expenses for the painting, carpeting, and improvements.

All other rental provisions, terms and conditions of the original lease agreement remain unchanged.

The Space Utilization Committee approved this amendment to lease agreement by E-Poll on July 13, 2010.

**APPROVED FOR FUNDS BY FINANCE**

**(FILE NO. 55772)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to lease agreement with RWN 10 Calvert Street Owner, LLC, landlord, for the rental of an additional portion of the property known as 10 N. Calvert Street, Suite 905, consisting of approximately 1,632 square feet.

**MINUTES**

Mayor's Office of Government Relations - Professional Services Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a professional services agreement with Van Scoyoc Associates, Inc. The period of the agreement is effective upon Board approval for 18 months.

**AMOUNT OF MONEY AND SOURCE:**

\$196,500.00 - 1001-000000-1220-145900-603021

**BACKGROUND/EXPLANATION:**

The federal advocate will continue to assist the City in enhancing its position in a broad range of matters before the federal government including, but not limited to tax issues, federal funding appropriations, urban affairs, education reform, municipal finance, infrastructure, transportation, housing, public health, and public safety.

**APPROVED FOR FUNDS BY FINANCE**

(FILE NO. 56063)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the professional services agreement with Van Scoyoc Associates, Inc. The Mayor **ABSTAINED**.

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

2561 - 2562

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

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.

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

1. EWO #001, \$549,630.00 - TR 02057, Pre-stressed Concrete Girder Bridge No. 6513 on Nicodemus Road, Liberty Reservoir  

\$8,247,777.00	-	American Infra-	-	-
		structure, Inc.		

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$549,630.00	9950-902942-9509	9950-908535-9506
MVR	Constr. Res.	Contingencies
	Argonne Dr. Bridge	Newbury Bridge

This transfer will provide funds to cover costs associated with the rehabilitation of the Newbury Street Bridge through Change Order No. 1, Contract No. TR 02057.

Bureau of Water and Wastewater

3. EWO #038, \$707,416.50 - WC 1156, Locust Point Area Infrastructure Rehabilitation  

\$7,883,300.00	\$5,045,675.15	Spiniello Con-	0	99
		struction Co.		
4. EWO #039, \$66,976.54 - WC 1156, Locust Point Area Infrastructure Rehabilitation  

\$7,883,300.00	\$5,766,032.15	Spiniello Con-	0	99
		struction Co.		

MINUTES

EXTRA WORK ORDERS

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

Bureau of Water and Wastewater - cont'd

5.	EWO #046, \$85,962.00 - WC 1156, Locust Point Area Infra-structure Rehabilitation			
	\$7,883,300.00	\$6,110,365.18	Spiniello Con-	0 99
			struction Co.	

6. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,000,000.00	9960-909100-9558	9960-906671-9557-2
Water Revenue	Constr. Reserve	Extra Work
Bonds		

The funds are required to cover the cost of Extra Work for 1156, Locust Point Infrastructure Rehabilitation.

7.	EWO #040, \$158,296.70 - WC 1156, Locust Point Area Infra-structure Rehabilitation			
	\$7,883,300.00	\$5,833,008.69	Spiniello Con-	99 46
			struction Co.	CCD

8.	EWO #041, \$43,522.33 - WC 1156, Locust Point Area Infra-structure Rehabilitation			
	\$7,883,300.00	\$5,991,305.39	Spiniello Con-	99 -
			struction Co.	

**MINUTES**

Parking Authority of - Parking Facilities Maintenance Agreement  
Baltimore City (PABC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a parking facilities maintenance agreement with CMG, Inc. The period of the agreement is June 1, 2010 through May 31, 2011, with two 1-year renewal options.

**AMOUNT OF MONEY AND SOURCE:**

\$186,564.00 - 2076-000000-2320-254200-603026 Maintenance Fee  
75,000.00 - 2076-000000-2320-254200-603026 Snow Removal\*  
**\$261,564.00**

\*Snow Removal - this is an estimate. Actual dollar amount required for snow removal will be determined by the amount of snowfall.

**BACKGROUND/EXPLANATION:**

On July 23, 2003, the PABC was given the duties of management, maintenance and control of the City's parking lots through a memorandum of understanding. Under the Parking Facilities Maintenance agreement the CMG, Inc. will maintain 24 parking lots. The services that 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 day.

The PABC issued an RFP for the maintenance of the 24 parking facilities and has received responses from three firms. The proposals were reviewed by a panel consisting of members of the PABC, Baltimore Office of Promotion and the Arts and the Department of Transportation. The panel found that CMG's proposal represented the best value to the PABC and recommended award of the contract to CMG, Inc. The Parking Authority Board of

## MINUTES

PABC - cont'd

Directors concurred with the recommendation and approved negotiation of a contract with CMG, Inc.

**MWBOO SET GOALS OF 10% MBE AND 4% WBE.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**A LETTER OF PROTEST WAS RECEIVED FROM MID-ATLANTIC PARKING SERVICES, INC.**

UPON MOTION duly made and seconded, the Board approved the **WITHDRAWAL** of this parking facilities maintenance agreement with CMG, Inc.

**MINUTES**

Mayor's Office - Governmental/Charitable Solicitation  
Application

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**ACTION REQUESTED OF B/E:**

The Board is requested to endorse execution of Governmental/Charitable Solicitation Application to the Baltimore City Ethics Board to donate funding to the CollegeBound Last Dollar grant.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction. Donations will be solicited from Baltimore-area lawyers to fund the CollegeBound Last Dollar grant. A potential list will be provided by the CollegeBound Foundation and will not be compiled by the City. It therefore will be based upon records regarding persons who may not be controlled donors.

**BACKGROUND/EXPLANATION:**

In order to avoid any suggestion that contributors might receive special access or favored treatment by an agency or public servant of the City, the solicitation will be by letter with an appearance by the Mayor at a kick-off event and without the opportunity for access to the Mayor. Additionally, the letter is also signed by several other prominent attorneys so there is no implication that the Mayor is the sole endorser of the campaign.

For over a decade, the CollegeBound Foundation has experienced success with its mission to encourage and enable disadvantaged Baltimore City public high school students to go to college. The Foundation was founded as an independent, non-profit program designed to work exclusively with Baltimore City students to help them achieve a post-secondary education. The broader goal was to prepare them to be members of Baltimore's workforce and to contribute to the strengthening of the social and economic fabric of the City.

## MINUTES

Mayor's Office - cont'd

The annual Lawyer's Campaign for the CollegeBound Last Dollar grant raises crucial funds for the Foundation. Last academic year, 154 college freshman, sophomores, juniors and seniors received CollegeBound cash awards totaling \$319,350.00. The Baltimore City Ethics Board requires that the application be reviewed and approved by the Board of Estimates.

Baltimore City Code Article 8, Section 6-26, prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that are for the benefit of an official governmental program or activity, or a City-endorsed charitable function or activity that has been pre-approved by the Ethics Board. Ethics Regulation 96.26B sets out the standards for approval, which includes the requirement that the program, function, or activity to be benefited and the proposed solicitation campaign must be endorsed by the Board of Estimates or its designees.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Governmental/Charitable Solicitation Application to the Baltimore City Ethics Board to donate funding to the CollegeBound Last Dollar grant. The Mayor **ABSTAINED**.

## MINUTES

Baltimore National Heritage Area - Grant Agreements

The Board is requested to approve and authorize execution of the various grant agreements. The period of the grant agreement is effective upon Board approval for two years.

The Baltimore National Heritage Area Small Cap grant fund provides matching grants up to \$25,000.00 for capital projects within the Baltimore National Heritage Area. The \$104,000.00 in total funds available are leveraged over \$324,457.00 in non-City investment in 11 cultural heritage projects, which were awarded in a competitive process, and funds are provided on a reimbursable basis to the grantees.

1. **MCKIM COMMUNITY ASSOCIATION, INC.** **\$ 9,000.00**

The organization will use the grant funds for the rehabilitation of the McKim Free School Building.

2. **JUBILEE BALTIMORE, INC.** **\$ 7,000.00**

The organization will use the grant funds for the repairs of Schuler Art School of Fine Arts.

3. **JEWISH MUSEUM OF MARYLAND, INC.** **\$ 9,000.00**

The organization will use the grant funds for the Lloyd Street synagogue ritual bath complex.

4. **THE SOCIETY FOR THE PRESERVATION OF FEDERAL HILL & FELLS POINT** **\$ 6,000.00**

The organization will use the grant funds for the 612 - 613 S. Wolfe Street plans.

5. **NATIONAL SOCIETY OF THE COLONIAL DAMES OF AMERICA IN THE STATE OF MARYLAND, MOUNT CLARE MUSEUM HOUSE** **\$15,000.00**

The organization will use the grant funds for security doors.

## MINUTES

BCHA - cont'd

6. **MARYLAND HISTORICAL SOCIETY** **\$10,000.00**

The organization will use the grant funds for the Keyser Library roof replacement.

7. **PRIDE OF BALTIMORE, INC.** **\$ 9,000.00**

The organization will use the grant funds to caulk and paint the decks.

8. **FRIENDS OF FORT MCHENRY** **\$10,000.00**

The organization will use the grant funds for an in-ground interpretive map.

9. **PARKS AND PEOPLE FOUNDATION** **\$ 9,000.00**

The organization will use the grant funds for the Gwynns Falls Trail interpretive signs.

10. **BALTIMORE OFFICE OF PROMOTION AND  
THE ARTS** **\$10,000.00**

The organization will use the grant funds for repairs to the Bromo Seltzer Tower clock.

## MINUTES

BCHA - cont'd

11. B & O RAILROAD MUSEUM \$10,000.00

The organization will use the funds for the restoration of B & O #545.

\$100,000.00 - 1<sup>st</sup> Public Building Funds  
4,000.00 - Capital Improvement Program  
**\$104,000.00** - 9904-901152-9127-0000000-706063

**A TRANSFER OF FUNDS FOR THESE ACTIONS, IN THE AMOUNT OF \$100,000.00, WAS APPROVED BY THE BOARD ON JULY 14, 2010.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing grant agreements. The Mayor **ABSTAINED** on Item No. 9.

**MINUTES**

Department of Human Resources - Expenditure Authorization

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an additional night's stay and payment by Expenditure Authorization to Baltimore's Tremont's Historic Venue and All-Suite Hotel.

**AMOUNT OF MONEY AND SOURCE:**

\$7,146.00 - 1001-000000-1600-172899-603026

**BACKGROUND/EXPLANATION:**

On May 12, 2010, the Board approved the execution of a Group Sales Agreement with Baltimore's Tremont's Historic Venue and All-Suite Hotel to administer the Police Sergeant oral examination. Although the agreement included six nights, funding was requested for only five nights and it has been determined that all six nights will be necessary.

The promotional Police Sergeant oral examination will be administered on July 26, 2010 through July 30, 2010. The written portion of the Police Sergeant examination was held on June 05, 2010. Although that scoring process is not complete, based on the number of candidates who appeared at the written exam, it has been determined that testing for the oral portion of the examination will extend through late Friday necessitating payment for the rooms one additional night. The number of rooms will be the same, but there will be an additional cost for Friday night in the amount of \$7,146.00. The total expense is not to exceed \$51,003.70 by expenditure authorization.

**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 additional night's stay and payment by Expenditure Authorization to Baltimore's Tremont's Historic Venue and All-Suite Hotel.

MINUTES

THERE WERE NO PROPOSALS AND SPECIFICATIONS.

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PRESIDENT: "If there is no further business, the Board is in recess until twelve o'clock noon for the opening and receiving of bids."

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

Department of General Services - PB 09829, Elevator Upgrade and Modernization at Court-house East-111 North Calvert Street  
**BIDS TO BE RECV'D:7/28/2010**  
**BIDS TO BE OPENED:7/28/2010**

## 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:

Department of Transportation - TR 10002, Replacement of Bridge  
BC on Loch Raven Drive over  
Dulaney Valley Branch

Allied Contractors, Inc.  
Lee Foundation Co., Inc.  
The Whiting Turner Contracting Co.  
Concrete General, Inc.  
The Six-M Co., Inc.

Department of Transportation - TR 10305, Resurfacing Highways  
at Various Locations Northwest  
Sector II T

M. Luis Construction Co., Inc.  
Civil Construction, LLC  
P. Flanagan & Sons, Inc.  
Machado Construction

Department of Transportation - TR 10307, Resurfacing Highways  
at Various Locations Southeast  
Sector IV

M. Luis Construction Co., Inc.  
P. Flanagan & Sons, Inc.  
Machado Construction  
Daisy Concrete, Inc. of MD

## MINUTES

Department of Transportation - TR 10324, Baltimore City Down-  
town Infrastructure Improve-  
ments Project (Confidential &  
Proprietary envelop required  
for this bid)

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Civil Construction, LLC  
M. Luis Construction Co., Inc.  
Machado Construction  
P. Flanagan & Sons, Inc.  
American Infrastructure

Bureau of Purchases - B50001524, OEM Parts and  
Service for FUSO Mitsubishi Cab  
and Chasis Vehicles

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Waste Equipment Sales & Service

## MINUTES

Deputy Comptroller: "WC 1168, Deer Creek Pumping Station Improvements. Now on this bid we do have a gentleman who wants to come and address the Board after we read all the bids, then we are going to allow the gentleman to come forward and present his name and information.

Cianbro Corporation  
Adams Robinson Enterprises, Inc.  
The Whiting-Turner Contracting Company  
Co.  
American Infrastructure  
W.M. Schlosser Co., Inc.  
Fru-Con Construction Corporation  
Ulliman Schutte Construction, LLC

I am going to ask at this time that the gentleman please come forward. If you would stand at the mic to your left, Sir. Yes, that is fine and then provide your name and company and then we will have you speak sir."

Mr. Jeffrey Murani: "Good afternoon ladies and gentleman, Board. I represent C.F. Falter Construction in Syracuse, New York. Okay. I have been here since 7:30 this morning. I was right at room 2 -- the appropriate bid room before 11:00 o'clock. I stepped in with the unsealed bid. I was instructed to step back out and seal the bid. I stepped back out. They

## MINUTES

BW&WW - WC 1168, Deer Creek Pumping Station Improvements

called time and it was 15 seconds late. Now, after that, that's when all the rest of the bids came in after mine."

Deputy Comptroller: "Okay. Mr. Armstrong."

Mr. Murani: "And it was personally sealed right by your staff. Nothing was altered at all. It was sealed with tape."

Deputy Comptroller: "Mr. Armstrong and Ms. Harry when you first come in -- Ms. Harry, would you please address the Board as to what occurred while you were there and then Mr. Armstrong as you returned with bids, can you state what you were doing for the Board?"

Mr. Murani: "Granted, I did throw a fit, I do understand that."

Deputy Comptroller: "That is okay Sir. I understand that you are upset, you worked hard on your bid."

Deputy City Solicitor: "Step over here Sir."

Deputy Comptroller: "Would you please state your name?"

Ms. Ramona Harry: "Sure. I work as a Clerk for the Board of Estimates, Clerk Assistant."

Unknown Speaker: "Could you please speak into the microphone please?"

## MINUTES

BW&WW - WC 1168, Deer Creek Pumping Station Improvements

Ms. Harry: "Sure."

Deputy Comptroller: "Ramona, stand closer to it please."

Ms. Harry: "This gentleman did come in on three different occasions this morning. The first time he came in it was to verify how we determine time. On that occasion I dialed the number for time. We verified that he had a little less than 20 minutes to complete his bid and bring it back. The second time he came in, he came in with loose pages with the bid. I had already called time and the recording was coming on and I instructed him that he needed to leave with the open bid and seal it. When he came back in with his sealed bid, the time recording said that it was eleven o'clock and twenty seconds. At that time I had no authority to accept his bid, and he started to become very upset. At that time --."

Deputy Comptroller: "That is fine. Now, Mr. Armstrong, the gentleman referenced that you came in, could you please state what you were doing?"

## MINUTES

BW&WW - WC 1168, Deer Creek Pumping Station Improvements

Mr. Glen Armstrong, Office of the Comptroller: "I was stationed at the front entrance of City Hall from 10:45 to 11:00. The same procedure. At approximately 10:59 we called time. We let the time play until 11:00. After 11:00, we accept no more bids. The bids that we collect up to that time are gathered and they are bought upstairs for processing. As I was coming through the room of 204 to continue processing the bids, I saw this gentleman here and Ms. Harry having a conversation about the particular bid. She asked if I could speak to him. I told him that Sir, it is after eleven o'clock and we have no authority to accept your bid. However, at 12:00 noon at the opening, you are welcome to address the Board if you feel as though there is a discrepancy, and you know, things got -- he became a little animated and at that time the Clerk pretty much repeated the same thing I told him, that you can come in at 12:00 noon and address the Board, and here we are."

Deputy Comptroller: "Okay, thank you. Excuse me, just a second if I can confer with the Board members."

Deputy City Solicitor: "You guys can have a seat. Thank you."

## MINUTES

BW&WW - WC 1168, Deer Creek Pumping Station Improvements

Deputy Comptroller: "Sir, a couple of questions for you, if you would come back up?"

Mr. Alfred Foxx, Director of Public Works: "In the -- when you said that you came in and, of course, you said that you had been there three different times. When you came in and you were asked to step out, because -- first of all, let me ask you this. You knew it was a sealed bid, right? Did you know it was a sealed bid?"

Mr. Murani: "I knew the bid had to be in, yes."

Director of Public Works: "But did you know it had to be a sealed bid?"

Mr. Murani: "Yes. But what I didn't know was that I was able to turn them in downstairs as the item states Room 204."

Director of Public Works: "But in your -- in what I hear is that you came in with loose papers and you were told to step out and seal your bid. Right?"

Mr. Murani: "Every other place I have stuffed them right in right at that location. Sealed it right there in front of them. I was told to leave the room. I followed orders, and I did Sir."

## MINUTES

Director of Public Works: "But when you sealed your bid, it was after 11:00?"

Mr. Murani: "No it was not. I would say --."

Director of Public Works: "When you turned in the sealed bid it was after 11:00."

Mr. Murani: "I turned in the sealed bid and it was eleven o'clock and fifteen seconds, according to your people, Sir."

Director of Public Works: "Okay."

Deputy Comptroller: "Alright. Thank you very much. I would make a Motion that we not accept the bid from Falter as being untimely, because it was not submitted by 11:00 in a sealed envelope."

Director of Public Works: "I second that."

Deputy City Solicitor: "All in favor say AYE."

Deputy Comptroller: "AYE."

Director of Public Works: "AYE."

Deputy City Solicitor: "All Opposed. Matter having being considered, it is granted."

Deputy Comptroller: "Thank you. You want to refer the other ones to the Department."

MINUTES

BW&WW - WC 1168, Deer Creek Pumping Station Improvements

Deputy City Solicitor: "Yes. I am sorry. Refer these bids to the Bureau of Water and Wastewater for tabulation and report."

Deputy Comptroller: "There being no more business we are adjourned. Thank you."

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There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, July 28, 2010.



JOAN M. PRATT  
Secretary