

**MINUTES****REGULAR MEETING**

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

The meeting was called to order by the President.

**MINUTES**

Office of the Labor Commissioner - Amended Individual Joint  
Standards of Apprenticeship  
City Union of Baltimore

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** the following amended agreements with the following unions for the Individual Joint Standards of Apprenticeship for the City of Baltimore, Baltimore Maryland, Prepared and Adopted by the Mayor and City Council and the City Union of Baltimore.

1. Local 800, AFT, AFL-CIO and,
2. Local 44, Baltimore Municipal Employees, AFSCME, AFL-CIO

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The parties have amended the registered Standards of Apprenticeship with the State of Maryland, Department of Labor, Licensing, and Regulations for Regulation #7, Probationary Period and #12, Adjusting Differences. The revised regulations clarify the process of terminating apprentices by adding steps and involving the union.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board **NOTED** the amended agreements with the above-mentioned unions for the Individual Joint Standards of Apprenticeship for the City of Baltimore, Baltimore Maryland, Prepared and Adopted by the Mayor and City Council and the City Union of Baltimore.

**MINUTES**

Office of the Labor Commissioner - Furlough and Temporary Salary Reduction Plan

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** execution of the side letter with AFSCME Local 558.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The parties reached an agreement regarding the implementation of the Furlough and Temporary Salary Reduction Plan ("the Plan") for FY 2011. Members of AFSCME Local 558 have agreed to participate in the Plan prior to the ratification by the membership and notation by the Board of Estimates of a successor Memorandum of Understanding.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved

**NOTED** the execution of the side letter with AFSCME Local 558.

**MINUTES**

Space Utilization Committee - Amendment to Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to lease agreement with Bill Tamburrino, lessee, for the rental of approximately 500 square feet of space located at 1427 Light Street, School No. 33, Studio No. 206. The period of the agreement is extended through December 31, 2010.

**AMOUNT OF MONEY AND SOURCE:**

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

**BACKGROUND/EXPLANATION:**

On October 10, 2007, the Board approved the initial lease. The lessee will continue to use the leased premises as an Artist Studio. This amendment will extend the period of the lease agreement by five months, beginning August 1, 2010 through December 31, 2010. All other terms and conditions of the original agreement will remain the same, and in full force and effect.

The Space Utilization Committee approved this amendment to the lease at its meeting on July 27, 2010.

**(FILE NO. 56424)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to lease agreement with Bill Tamburrino for the rental of space located at 1427 Light Street, School No. 33, Studio No. 206.

**MINUTES**

Department of Real Estate - Management Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a management agreement with Otis Warren Management, Inc. (Manager) for the property located at 3000-3002 Druid Park Drive. The period of the agreement is January 1, 2010 through December 31, 2010 with two 1-year renewal terms.

**AMOUNT OF MONEY AND SOURCE:**

4% of Income collected annually, with a minimum monthly base of \$1,000.00

**BACKGROUND/EXPLANATION:**

The management agreement includes but is not limited to providing rent collection, lease administration, building maintenance, marketing, and other services associated with real property asset management.

The Manager will be the exclusive manager for the property located at 3000-3002 Druid Park Drive. The Manager will maintain the property in good order and condition. The Manager will establish an operating budget, capital budget and an operating account. All rent and other revenues and funds of the City/Owner, received by the Manager will be held in trust and deposited by the Manager in a bank account/s designated by the City/Owner.

The Manager may pay expenses with funds from the operating account, as set forth in the Management Agreement.

The agreement is late due as a result of delays in the administrative review process and execution by the contractor.

**(FILE NO. 55420)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the management agreement with Otis Warren Management, Inc. for the property at 3000-3002 Druid Park Dr.

**MINUTES**

Department of Real Estate - Renewal of Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the renewal option of the lease agreement with Carr Industrial Corporation, landlord, for a portion of the property known as 3001 E. Madison Street, consisting of approximately 27,169 square feet of space of which 14,820 square feet is office space and 12,349 square feet is warehouse space. The period of the renewal is September 1, 2010 through August 31, 2013, with two 1-year renewal options remaining.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Equal Monthly Installments</u>	
\$134,576.09	\$11,214.67	(9/01/2010-8/31/2011)
\$138,882.52	\$11,573.54	(9/01/2011-8/31/2012)
\$143,326.76	\$11,943.90	(9/01/2012-8/31/2013)

25% - 4000-806711-6312-458505-603013  
 50% - 4000-807511-6312-458505-603013  
 25% - 4000-807011-6312-458205-603013

**BACKGROUND/EXPLANATION:**

On October 17, 2007, the Board approved the initial lease agreement with Carr Industrial Corporation for a three year period beginning on September 1, 2007 and terminating August 31, 2010, with the option to renew for three 3-year periods. This is the first renewal option. All other conditions and provisions of the lease agreement will remain in full force and effect.

**APPROVED FOR FUNDS BY FINANCE**

**(FILE NO. 56499)**

UPON MOTION duly made and seconded, the Board approved the renewal option of the lease agreement with Carr Industrial Corporation, for a portion of 3001 E. Madison St.

**MINUTES**

Department of Real Estate - Renewal Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the renewal option of a lease agreement with Washingtonville Limited Partnership, lessee, for the rental of a portion of the property known as Lots 4, 5/7, and 8 of Block 4660, and is located in Baltimore City, north of Smith Avenue and Forge Avenue, just east of I-83.

**AMOUNT OF MONEY AND SOURCE:**Annual Rent

\$2,400.00 - 1/1/2011 - 12/31/2015

\$3,000.00 - 1/1/2016 - 12/31/2020

**BACKGROUND/EXPLANATION:**

The Board of Estimates approved the lease agreement between the Mayor and City Council, Lessor, and Washingtonville Limited Partnership, Lessee, on January 16, 1996. The agreement was for a 15-year term, commencing January 1, 1996 and terminating December 31, 2010, with the option to renew for an additional one 10-year period. Washingtonville Limited Partnership has exercised its first renewal option, commencing January 1, 2011. All other terms, conditions and provisions of the lease agreement dated January 16, 1996 and the Amended and Restated Lease Agreement dated December 19, 2007 will remain in full force and effect.

**(FILE NO. 55214)**

UPON MOTION duly made and seconded, the Board approved the renewal option of the lease agreement with Washingtonville Limited Partnership, for the rental of a portion of the lots known as 4, 5/7, and 8 of Block 4660 located in Baltimore City.



**MINUTES**

Department of Finance - Amendment to Deferred  
Compensation Plan

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to the City of Baltimore Deferred Compensation Plan.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On February 9, 2005, the Board approved the Deferred Compensation Plan document. Subsequent actions were approved on January 28, 2009 and November 25, 2009. This document contains the administrative rules and regulations for operating and maintaining the Deferred Compensation Plan. This amendment establishes appeals procedures for unforeseeable emergency withdrawals requests.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to the City of Baltimore Deferred Compensation Plan.

**MINUTES**

Office of the State's Attorney (SAO) - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a renewal 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:**

\$98,280.00 - 5000-545011-1151-138300-601001

**BACKGROUND/EXPLANATION:**

The GOCCP has awarded these funds to the SAO for its Project Exile Program. Funding will be used to reduce gun cases and gun violence in Baltimore City. To accomplish this goal, a cross designated Assistant State's Attorney to the U.S. Attorney's Office will intensify the maximum effectiveness of the SAO's efforts in prosecution. In some instances, cases will be forwarded to the U.S. Attorney's Office for consideration of prosecution.

The request is being submitted at this time because it was just received from the State.

**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 acceptance of the renewal of a grant award from the Governor's Office of Crime Control and Prevention.

## MINUTES

Department of Housing and Community - Grant Agreements  
Development/Homeless Services

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

1. **GEDCO, INC.** **\$ 24,390.00**

Account: 4000-490811-3573-333650-603051

The organization will coordinate housing assistance resources for eligible persons and placement in permanent housing and follow-up for successful tenancy.

2. **UNITED MINISTRIES, INC.** **\$ 40,200.00**

Accounts: 4000-492911-3570-333660-603051  
5000-529111-3572-333760-603051

The organization will provide 17 transitional shelter beds to formerly homeless men in Baltimore City. The funds will be used to offset the costs of providing services, which include, but are not limited to safe and affordable housing and case management.

3. **HEALTH CARE FOR THE HOMELESS, INC.** **\$201,212.00**

Account: 1001-000000-3570-327234-603051

The organization will manage and provide case management services to formerly homeless individuals housed in the housing first model to ensure stability. As new subsidies become available, new clients will be added to the caseload to receive case management. The case managers will develop

## MINUTES

DHCD/BHS - cont'd

individualized service plans, facilitate access to public benefits, and effectively link clients with health-related services and educational/employment opportunities. The period of the agreement is March 1, 2010 through February 28, 2011.

4. **HEALTH CARE FOR THE HOMELESS, INC.** **\$ 97,160.00**  
**(HCH)**

Account: 4000-492911-8950-333634-603051

The HCH will operate the Convalescent Care Program and provide medical services to 22 homeless individuals of Baltimore City. The services will include but not be limited to, meals, casework and case management services, nursing care, linkages to community based services and mental health. The services will be provided to 12 homeless men at American Rescue Workers, located at 1401 S. Hanover St. and the Mattie B. Uzzle Outreach Center, located at 121 N. Chester Street.

5. **HEALTH CARE FOR THE HOMELESS, INC.** **\$ 25,000.00**  
**(HCH)**

Account: 4000-490811-3573-333634-603051

The HCH will oversee and manage the CONNECT project. The project will provide in-home case management, nursing services and support services to low-income individuals with HIV/AIDS related illnesses and/or have an addiction or chronic mental illness.

## MINUTES

DHCD/BHS - cont'd

6. **AMERICAN RESCUE WORKERS, INC.** **\$ 73,133.00**

Accounts: 5000-529111-3572-333701-603051  
4000-492911-3572-333601-603051

The organization will provide 30 emergency shelter beds to homeless men at 1401 S. Hanover Street. The funds will be utilized to offset the operating costs of the emergency shelter.

7. **AMERICAN RESCUE WORKERS, INC.** **\$ 60,000.00**

Account: 4000-492911-3572-333601-603051

The organization will provide ten convalescent shelter beds to homeless men at 1401 S. Hanover Street. The funds will be utilized to offset the operation costs of the emergency shelter.

8. **PROJECT PLASE, INC.** **\$221,443.00**

Account: 4000-490811-3573-333626-603051

The organization will hire the services of the Aftercare/Outreach Counselors to provide transition, aftercare follow-up services and outreach to formerly homeless people with HIV/AIDS. Services will include but not be limited to, case management, counseling and support to previously homeless men and women with HIV/AIDS.

9. **PROJECT PLASE, INC.** **\$104,382.00**

Accounts: 4000-492911-3572-333626-603051  
5000-529111-3570-333726-603051

The organization will provide 50 transitional shelter beds to homeless men and women of Baltimore City at 139 E. North Avenue, 201 E. North Avenue and 2031 St. Paul Street. The

## MINUTES

DHCD/BHS - cont'd

funds will be utilized to offset the costs of providing supportive services, client assistance and the operating costs of the program, including insurance, utilities, telephone, supplies, food and on-site staff to provide a clean and safe environment.

10. **SAINT VINCENT DE PAUL SOCIETY** **\$ 36,594.00**  
**OF BALTIMORE CITY**

Accounts: 5000-529111-3572-333729-603051

The organization will provide housing and supportive services to approximately 20 residents of the Fredrick Ozanam House Transitional Facility located at 400 South Bond Street. The program will serve homeless men in recovery who are determined to be employable. The program will provide a stable place to live, life skills training and employment support.

11. **SAINT VINCENT DE PAUL SOCIETY** **\$ 88,352.00**  
**OF BALTIMORE CITY**

Accounts: 5000-523111-3573-333729-603051

The organization will assist approximately 28 chronically homeless men and women access and sustain permanent housing settings. Services to be provided will include, but are not limited to identifying affordable units, accessing housing subsidies, assisting with lease agreements, and securing furnishings.

12. **SAINT VINCENT DE PAUL SOCIETY** **\$256,982.00**  
**OF BALTIMORE CITY**

Accounts: 4000-429111-3572-333629-603051  
5000-529111-3572-333729-603051

The organization will provide comprehensive emergency shelter and supportive services to approximately 75 homeless women and children at the Sarah's Hope, Mount Street Shelter located at 1114 North Mount Street.

## MINUTES

DHCD/BHS - cont'd

13. **SAINT VINCENT DE PAUL SOCIETY** **\$ 46,630.00**  
**OF BALTIMORE CITY**

Accounts: 5000-529111-3572-333729-603051 \$ 18,862.00  
 5000-523111-3572-333729-603051 \$ 27,768.00

The organization will provide outreach services to approximately 32 chronically homeless men and women and assist them access housing and services. The funds will be utilized to provide emergency services, counseling, crisis-intervention, information, health services, legal and mental health services, referrals, and a meal program to chronically homeless individuals.

14. **SAINT VINCENT DE PAUL SOCIETY** **\$399,017.00**  
**OF BALTIMORE CITY**

Accounts: 1001-000000-3570-327329-601014

The organization will provide comprehensive emergency shelter and supportive services to approximately 75 homeless women and children at the Sarah's Hope, Mount Street Shelter located at 1114 Mount Street. The program will provide 24 Hour shelter, meals, showers and laundry services as well as life skills training and employment support, parenting training and support, case management and service linkage, and housing placement services.

The agreements are late because of delays at the administrative level.

**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 various grant agreements.

**MINUTES**

Department of Housing and Community Development (DHCD) - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an expenditure of funds to pay Citizens United for the 44<sup>th</sup> District, Inc. for the 16<sup>th</sup> Annual Family Fun Festival. The festival will be held on August 14 - 15, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$15,000.00 - 1001-000000-1773-179600-603026

**BACKGROUND/EXPLANATION:**

The Family Fun Festival was established as a part of the Community Action Partnership. This event will be held in the Franklin Square community and it is a day of fun and learning activities for the children. The festival will provide arts and crafts, music, and educational activities.

**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 expenditure of funds to pay Citizens United for the 44<sup>th</sup> District, Inc. for the 16<sup>th</sup> Annual Family Fun Festival.

**MINUTES**

Department of Housing and - Quarterly Report on Loan  
Community Development      Subordinations

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** receipt of the quarterly report on loan subordinations from the Department of Housing and Community Development (DHCD).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

This quarterly report outlines loan subordination requests received from homeowners and approved by the DHCD.

On February 23, 2005, the Board approved a Loan Subordination Policy. Under the policy, the DHCD is given the authority to execute subordination agreements from homeowners seeking to refinance first mortgages, provided the homeowner did not receive any cash-out from the refinance.

The DHCD's Finance Review Committee has reviewed and approved four subordination agreements during 2010, which allows the City's second lien position to remain unchanged.

All other requests from homeowners for equity withdrawal, when refinancing, are presented to the Board and the Director of Finance for approval, pursuant to the policy previously approved by the Board.

UPON MOTION duly made and seconded, the Board **NOTED** receipt of the quarterly report on loan subordinations from the Department of Housing and Community Development.

**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 Ms. Tanya Brown and Ms. Amanda McDaniel, for the sale of the property located at 1211 Edmondson Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$3,000.00 - Sale price

**BACKGROUND/EXPLANATION:**

A good faith deposit of \$500.00 was paid and the remaining balance of \$2,500.00 will be paid at settlement.

Property owners in the City are given the opportunity to purchase City-owned vacant lots that are adjacent to their property. The property will be maintained as a side yard for the adjacent property located at 1213 Edmondson Avenue, currently in leasehold interest. In the future, the purchasers plan to consolidate the property with 1213 Edmondson Avenue, which is currently in fee simple.

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

The appraised value for this property is \$5,000.00. However, considering the property will be used as a side yard and that the buyers have maintained the property, such as removing trash and debris, cutting the grass at their own expense for two years, the purchase price was reduced. It was taken into consideration that the adjacent owners, at their own expense eliminated blight and offered a specific benefit to the immediate community.

**MINUTES****MBE/WBE PARTICIPATION:**

The property is not subject to Article 5, Subtitle 28 of the Baltimore Code because it will be sold at market value.

**(FILE NO. 56666)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Ms. Tanya Brown and Ms. Amanda McDaniel, for the sale of the property located at 1211 Edmondson Avenue.

**MINUTES**

Department of Housing and - Amendment to Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to agreement with St. Paul's Community Outreach Center, Inc. The period of the agreement is effective upon Board approval through September 1, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$64,350.00 - 4000-486310-6050-515899-603051

**BACKGROUND/EXPLANATION:**

On September 30, 2009 the Board approved the original agreement in the amount of \$1,173,815.00 for the period July 1, 2009 through June 30, 2010. This increase will cover the cost of the projected deficit for the 2010 program year.

**APPROVED FOR FUNDS BY FINANCE****AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to agreement with St. Paul's Community Outreach Center, Inc.

**MINUTES****CITY COUNCIL BILL:**

10-0511 - Sale of Property - Portion of the Former Bed of Greenspring Avenue for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in a certain parcel of land known as a portion of the former bed of Greenspring Avenue and no longer needed for public use; and providing for a special effective date.

**ALL REPORTS RECEIVED WERE FAVORABLE.**

UPON MOTION duly made and seconded, the Board approved bill 10-0511, and directed that the bill be returned to the City Council with the recommendation that the bill also be approved and passed by that honorable body. The President **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:

2682 - 2687

All of the EWOs have 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.

The President **ABSTAINED** on item Nos. 18, 19, 20 and 21.



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

6. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 62,432.85	9950-917701-9507	
MVR	Constr. Res. -	
	Minor Bridge Rehab	
96,607.20	9950-902942-9509	
<u>MVR</u>	Constr. Res. -	
	Argonne Drive	
	Bridge	
<b>\$159,040.05</b>	-----	9950-9117701-9506
		Minor Bridge Rehab

This transfer will clear the deficit in the account and fund the costs associated with emergency repairs of the Pedestrian Bridge over South Charles Street through Change Order No. 10 on Project No. TR 08033, Conduit System Repairs @ Various Locations (JOC) with Allied Contractors, Inc.

7. EWO #001, \$33,305.00 - TR 09016, Resurfacing Highways @ Various Locations (JOC HH)

\$1,519,776.71	-	M. Luis Construc-	-	-
		tion Co., Inc.		

8. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$ 73,354.06</b>	9950-901763-9514	9950-903781-9514-2
Others	Resurfacing NE -	Contingencies
	Sector 1	Resurfacing High-
		Ways - JOC - HH

This transfer will clear the deficit in the account and fund the costs associated with Change Order No. 1 on Project No. TR 09016, Resurfacing Highways @ Various Locations JOC HH, with M. Luis Construction Co., Inc.

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

9. EWO #002, \$151,325.40 - TR 07023, Midtown Intersection Improvements

\$667,092.75	\$7,700.00	M. Luis Construc-	-	-
		tion Co., Inc.		

10. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$166,457.94	9950-902169-9528	9950-904630-9527-2
MVR	Constr. Res. -	Contingencies
	Saratoga Street	Midtown Intersec-
	Streetscape	tion Improvements

This transfer will cover the costs associated with Change Order No. 2, Contract No. TR 07023, with M. Luis Construction Co., Inc. to install new concrete duct sections throughout the intersection of Mt. Royal Avenue and North Avenue for new traffic signals.

11. EWO #003, \$306,679.72 - TR 05312, Lombard Street Resurfacing, Lombard Street from MLK Boulevard to President Street

\$1,657,500.00	\$41,488.04	Machado Construc-	-	-
		tion Co., Inc.		

Department of Housing and Community Development

12. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$148,000.00	9910-907994-9587	9910-909412-9588
Federal Funds	Federal Funds	EBDI Median Strip
	Reserve	

This transfer will provide funds needed to pay expenditures related to the construction of the Broadway median strip within the East Baltimore Development Initiative.

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

- |     |  |                       |                         |      |
|-----|--|-----------------------|-------------------------|------|
| 13. | EWO #042, \$130,536.50 - TR 04308R, Charles Street Resurfacing & Streetscape from Madison Street to North Avenue |                       |                         |      |
|     | <u>\$9,095,012.75</u>  | <u>\$2,256,409.70</u> | Civil Construction, LLC | 40 - |
| 14. | EWO #043, \$120,536.50 - TR 04308R, Charles Street Resurfacing & Streetscape from Madison Street to North Avenue |                       |                         |      |
|     | <u>\$9,095,012.75</u>  | <u>\$2,386,946.20</u> | Civil Construction, LLC | - -  |

15. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 31,898.40	9950-905175-9528	
Federal	Constr. Res. -	
	Bicycle Network	
	Strategy	
82,501.60	9950-903184-9528	
Federal	Constr. Res. -	
	Waterfront Promenade	
50,000.00	9950-904102-9528	
<u>Others</u>	Constr. Res. -	
	Oliver Street	
	Project	
<b>\$164,400.00</b>	-----	9950-904147-9527-2
		Contingencies
		Charles St.
		Resurfacing and
		Streetscape Madison
		St. to North Ave.

This transfer will cover the costs associated with Change Order Nos. 42 and 43 on Contract No. TR 04308R, with Civil Construction, LLC.

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>

Department of Transportation

16. EWO #003, \$600,706.44 - Project No. 939, Rehab of Penn-  
ington Avenue Bridge O/Curtis Creek

\$398,483.00	\$420,709.19	Hardesty and Hanover, LLP	-	-
--------------	--------------	------------------------------	---	---

17. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$533,962.95	9950-903332-9509	
Federal	Constr. Res. - Pennington Avenue Bridge	
133,490.74	9950-902299-9509	
<u>MVR</u>	Constr. Res. - Hanover Street Bridge	
<b>\$667,453.69</b>	-----	9950-902332-9508-3 Design & Studies Pennington Avenue Bridge

This transfer will fund costs associated with Change Order No. 003, under Project No. 939 to perform structural, mechanical engineering services to repair or replace deficient structural and electrical elements in the bascule spans of the bridge.

## MINUTES

EXTRA WORK ORDERS

	<u>Contract</u> <u>Awd. Amt.</u>	<u>Prev. Apprvd.</u> <u>Extra Work</u>	<u>Contractor</u>	<u>Time</u> <u>Ext.</u>	<u>%</u> <u>Compl.</u>
<u>Bureau of Water and Wastewater</u>					
18.	EWO #068, \$54,583.16, <u>Existing Sanitary Sewers at Various Locations</u> \$2,834,852.00	\$2,144,162.76	R & F Construc- tion, LTD.	-	-
19.	EWO #070, \$ 63,884.67 - SC 873, <u>Existing Sanitary Sewers at Various Locations</u> \$ 2,834,852.00	\$ 2,205,545.92	R&F Construction, Ltd.	0	99.9
20.	EWO #001, \$ 44,001.74 - SWC 7756, <u>Charles Street Box Culvert Rehabilitation at Stony Run</u> \$ 857,487.72	-	Monumental, Paving & Excavating, Inc.	3 days	10
21.	EWO #009, \$ 0.00 - ER 4017R, <u>Urgent Needs Environmental Restoration</u> \$ 507,889.97	\$ 37,418.02	Environmental Quality Resources, LLC	365 days	30

## MINUTES

Department 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 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.	3724 S. Hanover Street	Martin Glass	One awning w/ signage 18' x 3', six fluorescent tubes
	Annual Charge:	\$394.40	
2.	401 E. Baltimore Street	Sherwood Family Limited Partnership	Two awnings 4' x 4½', one Awning 7'2" x 4½'
	Annual Charge:	\$230.82	
3.	408-410 W. Lombard Street	Marlboro-classic Limited Partnership	One double face electric sign 16.75' x 3'
	Annual Charge:	\$351.75	
4.	316 S. Broadway	Karabelas Properties, LLC Limited Partnership	Retain mansard cornice w/four recessed lights 30' x 2', one cornice sign 7' x 2½'
	Annual Charge:	\$364.37	
5.	1707 Aliceanna Street	Harold E. Mauk	One bracket sign 2' x 1½'
	Annual Charge:	\$52.70	

## MINUTES

Department of General Services - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6. 1030 Light Street	Chezzie Realty, Inc.	One cornice sign 18' x 1½', one double face electric sign 18" x 22", three goosenecks
Annual Charge: \$246.20		
7. 1747 Fleet Street	Ahmed F. Elsigal	Retain two single face electric signs 8' x 2', two spot reflectors

Annual Charge: \$175.80

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

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

## MINUTES

Department of General Services - Right-of-Entry Agreements

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

1. **5708-5710 NEWBURY, LLC** **\$ 0.00**

The Department of Transportation is proposing to remove an existing railing and install a new railing in conjunction with Project No. TR-10012, Rehabilitation of Newbury Street Bridge Over Western Run. This agreement will allow the contractor to enter the property owned by 5708-5710 Newbury, LLC, located at 5708-5710 Newbury Street to perform the work.

2. **TAVERN REALTY INVESTORS, LLC** **\$ 0.00**

The Department of Transportation is proposing to remove and trim the trees bordering the Newbury Bridge Over Western Run. This agreement will allow the contractor to enter the property owned by Tavern Realty Investors, LLC, located at 5700-5704 Newbury Street to perform the work.

3. **DK ROSE, LLC** **\$ 0.00**

The Department of Transportation is proposing to remove an existing railing and install a new railing in conjunction with Project No. TR-10012, Rehabilitation of Newbury Street Bridge Over Western Run. This agreement will allow the contractor to enter the property owned by DK Rose, LLC, located at 5701-5707 Newbury Street to perform the work.

4. **CSX TRANSPORTATION, INC.** **\$ 0.00**

The Department of Transportation is proposing to make necessary repairs to the Monroe Street Ramp to 1-295, which crosses over CSX Transportation Tracks. This agreement will allow the contractor to enter the property to make the necessary repairs to the Monroe Street Ramp to 1-295.

**(FILE NO. 55593)**

**MINUTES**

Department of General Services - cont'd

**MBE/WBE PARTICIPATION:**

N/A

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

MINUTES

Department of General Services - Task Assignment No. 009

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 009 to Whitney, Bailey, Cox & Magnani under Project No. 1098, W. Canton Library No. 4, Renovation Design.

**AMOUNT OF MONEY AND SOURCE:**

\$169,840.57 - 9936-905058-9457-900000-703032

**BACKGROUND/EXPLANATION:**

The consultant will perform Task No. 009 under Project 1098 in accordance with their proposal dated May 14, 2010.

Under this task the consultant will design renovations to the W. Canton Library No. 4 located at 1030 S. Ellwood Avenue.

<b>MBE:</b> Sidhu Associates	\$45,809.48	26.97%
Constellation Design Group	<u>4,815.87</u>	2.83%
<b>Total</b>	<b>\$50,625.35</b>	

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the assignment of Task No. 009 to Whitney, Bailey, Cox & Magnani under Project No. 1098, W. Canton Library No. 4, Renovation Design.

**MINUTES**

Department of General Services - Temporary Construction  
Easement Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a temporary construction easement agreement with Baltimore Clayworks, Inc.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

Baltimore Clayworks, Inc. has agreed to donate to the City the use of a portion of their property located at 5705 Smith Avenue, Block 4556B, Lot 2A.

The City would like to acquire a temporary construction easement on a portion of the property owned by Baltimore Clayworks, Inc. This agreement will provide the Department of Transportation a staging and lay down area for equipment and materials in conjunction with Contract No. TR-10012, Rehabilitation of Newbury Street Bridge over Western Run.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the temporary construction easement agreement with Baltimore Clayworks, Inc. The Mayor **ABSTAINED**.

**MINUTES**

Department of General Services - Amendment No. 1 to Agreement  
Project 1098G

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to agreement with Gant Brunnett Architects, Inc. for Project No. 1098G.

**AMOUNT OF MONEY AND SOURCE:**

\$ 250,000.00 - increase in upset limit

**BACKGROUND/EXPLANATION:**

On June 17, 2009, the Board approved the original agreement for a two-year period with an upset limit of \$750,000.00. Due to extra work that needs to be assigned to Gant Brunnett Architects, Inc. an increase in the amount of \$250,000.00 is necessary, making the total upset limit amount \$1,000,000.00.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE INCREASE IN THE UPSET LIMIT AND WILL REVIEW THE TASK ASSIGNMENTS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to agreement with Gant Brunnett Architects, Inc. for Project No. 1098G.

## MINUTES

Department of Public Works/ - Developers' Agreements  
Bureau of General Services

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

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	1111 LIGHT STREET, LLC.	1194	\$ 75,000.00

The developer would like to install various utilities to their proposed project located in the vicinity of 1111 Light Street. This agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

An Irrevocable Letter of Credit in the amount of \$75,000.00 has been issued to 1111 Light Street, LLC which assumes 100% of the financial responsibility.

2.	HILLTOP CENTER LIMITED PARTNERSHIP, HILLTOP DEVELOPMENT ASSOCIATES, LLC, AND TIPPETT AVENUE, LLC	1195	\$243,325.00
----	---	------	--------------

The organizations would like to install various utilities to its proposed construction located in the vicinity of 5415 Reisterstown Road. This agreement will allow the organizations to do its own installation, in accordance with Baltimore City standards.

An Irrevocable Letter of Credit in the amount of \$243,325.00 has been issued to Hilltop Center Limited Partnership, Hilltop Development Associates, LLC and Tippet Avenue, LLC, which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

City funds will not be utilized for this project, therefore, MBE/WBE participation is not applicable.

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

**MINUTES**

Department of General Services - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Software and Services Agreement with 1E Limited (1E) and Johnson Controls, Inc. (JCI).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The cost was included in the Energy Performance Contract JCI Phase II, and was approved by the Board on January 21, 2009.

On January 21, 2009, the Board of Estimates awarded JCI Energy Performance Contract Phase II for an energy performance program. The aforesaid contract requires that JCI provide the City computer software and servicing. The JCI has selected 1E to provide the required computer services. This contract provides the City a licensing agreement to use the 1E software, details the terms of the servicing agreement and commits the JCI to pay 1E Limited for the costs.

**MBE/WBE PARTICIPATION:**

Included in Energy Performance Contract JCI Phase II approved by the Board on January 21, 2009.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Software and Services Agreement with 1E Limited and Johnson Controls, Inc.

**MINUTES**

Baltimore City Fire Department (BCFD) - Donation

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acceptance of a donation of a microwave and an elliptical trainer from Ms. Aileen Amy.

**AMOUNT OF MONEY AND SOURCE:**

\$1,750.00 - This donation does not require funds from the City.

**BACKGROUND/EXPLANATION:**

The Baltimore City Fire Department requests approval to accept a donation of an Amana Radarange Microwave, Model #RMC 800W valued at \$250.00 and a Sole E55 Elliptical Trainer valued at \$1,500.00. This equipment will be placed at one of the firehouses and used by its members. The BCFD would like to thank Ms. Amy for this donation.

**APPROVED FOR FUNDS BY FINANCE.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the acceptance of the donation of a microwave and an elliptical trainer from Ms. Aileen Amy.

**MINUTES**

Baltimore City Fire Department (BCFD) - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Baltimore Health Care Access, Inc. (BHCA). The period of the agreement is July 01, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$146,724.36 - 1001-000000-6100-618500-603026

**BACKGROUND/EXPLANATION:**

The BCFD would like to engage the BHCA to perform services that were previously provided under Operation Care. Operation Care was a pilot program that provided case management services to high-risk patients who frequently call 9-1-1. The goals of the project is to ensure that these frequent callers are adequately matched with the services that best address their needs and decrease the number of calls for emergency medical services.

The BCFD provides the patient data to the BHCA and their staff does the follow-up with the patients. The BHCA staffs the program with a project coordinator and an outreach case manager.

**APPROVED FOR FUNDS BY FINANCE.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Baltimore Health Care Access, Inc.

**MINUTES**Bureau of Solid Waste - Expenditure of Funds**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay the Downtown Management Authority for Baltimore City for cleaning and maintenance services provided from July 01, 2009 through February 28, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$222,667.00 - 3001-000000-5130-386200-603026

**BACKGROUND/EXPLANATION:**

On October 15, 2008, the Board approved three one-year agreements with the Downtown Management Authority for Baltimore City (formerly known as the Downtown Partnership of Baltimore Inc.) to provide various cleaning services in the downtown business areas. The period of the agreements was July 01, 2008 through June 30, 2009. The three agreements totaled \$510,000.00 annually, and contained two one-year renewal options. It was the Bureau's intention to renew the agreements for an additional year.

However, because of budgetary constraints, adequate funding was not available to renew the agreements under the same terms and conditions as the original agreements. Therefore, the Bureau was in the process of negotiating new agreements with the Downtown Management Authority to determine a reduced level of services based on the reduced funding levels. Before the new agreements were drafted, funding for FY-10 had been reduced further, which required further discussion with the Downtown Management Authority.

Before a new agreement for reduced services was completed, the Bureau was advised of continuing revenue shortfalls. As a result, the Bureau had to notify the Downtown Management Authority to discontinue all services as of February 28, 2010.

**MINUTES**

Bureau of Solid Waste - cont'd

The Downtown Management Authority has submitted an all-inclusive invoice to the Bureau of Solid Waste for the cleaning and maintenance services provided in the downtown area from July 1, 2009 through February 28, 2010.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved an expenditure of funds to pay the Downtown Management Authority for Baltimore City for cleaning and maintenance services provided from July 01, 2009 through February 28, 2010. The Mayor **ABSTAINED**.

## MINUTES

Health Department - Agreements

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

1. **JOHNS HOPKINS UNIVERSITY, BLOOMBERG** **\$24,600.00**  
**SCHOOL OF PUBLIC HEALTH FOR PREVENTION**  
**MEDICINE RESIDENTS**

Account: 4000-422811-3080-294200-603051

The Baltimore City Health Department's Division of Maternal and Child Health serves as host agency for the Preventive Medicine Fellows Program and provides a preceptor(s) to mentor selected residents during the Fiscal Year 2011.

The agreement is late because it was just returned to the Department.

2. **JOHNS HOPKINS UNIVERSITY (JHU), SCHOOL OF** **\$19,000.00**  
**NURSING FOR FETAL AND INFANT MORTALITY**  
**REVIEW PROGRAM (FIMR)**

Account: 4000-422811-3080-294285-603051

The FIMR program is to enhance the health and well-being of women, infants, and families by improving the community resources and service delivery systems available to them. The FIMR brings together key members of the community to examine individual cases of fetal and infant death to identify the factors that contribute to those deaths, and determine if those factors represent system problems that require change, create recommendations for change, and assist in the implementation of change.

The JHU, School of Nursing will provide the services of a Medical Chart Reviewer/Data Analyst to review and abstract information from medical records, and a Maternal Interviewer to find, contact, and interview the mother or another family member who has experienced the loss of a fetus or infant and gather additional case information as needed.

## MINUTES

Health Dept. - cont'd

3. **BALTIMORE HEALTH CARE ACCESS, INC.** **\$1,544,842.00**

Account: 4000-421011-3080-294600-603051

The organization will provide eligibility services for the Maryland's Children's Health Program in Baltimore City. Services to be provided include information regarding Medical Assistance for Families, the Primary Adult Care program and other resources that are linked to the Maryland Department of Social Services.

The agreements are late because they were just finalized.

RETIRED AND SENIOR VOLUNTEER PROGRAM (RSVP)

4. **ALZHEIMER'S DISEASE AND RELATED DISORDERS ASSOCIATION, INC. - GREATER MARYLAND CHAPTER** **\$ 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.

**APPROVED FOR FUNDS BY FINANCE**

## MINUTES

Health Dept. - cont'd

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED EXCEPT ITEM NO 4 AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the various agreements. The President **ABSTAINED** on item Nos. 1 and 2.

## MINUTES

Health Department - Agreements

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

- |    |  |    |      |
|----|--|----|------|
| 1. | HOUSING AUTHORITY OF BALTIMORE CITY/<br>J. VANSTORY BRANCH SENIOR BUILDING | \$ | 0.00 |
| 2. | HOUSING AUTHORITY OF BALTIMORE CITY/<br>McCULLOH HOMES                     | \$ | 0.00 |
| 3. | HOUSING AUTHORITY OF BALTIMORE CITY/<br>GOVANS MANOR                       | \$ | 0.00 |
| 4. | HOUSING AUTHORITY OF BALTIMORE CITY/<br>LAKEVIEW TOWERS EXTENSION          | \$ | 0.00 |
| 5. | HOUSING AUTHORITY OF BALTIMORE CITY/<br>WYMAN HOUSE                        | \$ | 0.00 |

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.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreements for the Senior Community Services Employment Program. The President **ABSTAINED** on item Nos. 1-5.

**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 agreements and the declaration of covenants and restrictions agreements with the LR Prime Consulting Group, LLC for its property located at 5009 Beaufort Avenue. The period of the agreement is effective upon Board approval for three years.

**AMOUNT OF MONEY AND SOURCE:**

\$11,120.40 - 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.

The LR Prime Consulting Group, 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.

The LR Prime Consulting Group, 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.

**MINUTES**

Health Department - cont'd

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreements and the declaration of covenants and restrictions agreements with the LR Prime Consulting Group, LLC for its property located at 5009 Beaufort Avenue.

**MINUTES**

Department of Transportation - Supplemental Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a supplemental agreement with Greenhorne & O'Mara, Inc. for Project No. 889, Edmondson Avenue Bridge over Gwynns Falls and CSXT Railroad. The period of the supplemental agreement is effective upon Board approval for three years or until the agreement amount is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$1,068,231.15 - 9950-902315-9506-900010-703032

**BACKGROUND/EXPLANATION:**

Under the terms of this supplemental agreement, the consultant will provide design services for the replacement of the Edmondson Avenue Bridge over Gwynns Falls and CSXT Railroad. The consultant will provide services including, but not limited boring, geotechnical reports, historical investigation and carry the design of the replacement structure from preliminary design stage through the awarding of the construction.

<b>DBE:</b> Constellation Design Group	\$ 34,796.59	3.25%
T.L.B. Associates, Inc.	30,495.40	2.85%
Sabra Wang & Associates	<u>213,812.47</u>	<u>20.02%</u>
<b>Total</b>	<b>\$279,104.46</b>	<b>26.12%</b>

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

MINUTES

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 983,711.70 Federal	9950-903315-9507 Constr. Res. Edmondson Ave. Bridge	
32,000.00 MVR	" "	
213,927.95 MVR	9950-903416-9307 Hawkins Point Rd. Bridge	
<u>\$1,229,639.65</u>	-----	9950-902315-9506-3 Edmondson Avenue Bridge over CSX

This transfer will cover the cost associated with the supplemental agreement with Greenhorne & O'Mara, Inc. for design services for Project No. 889, Edmondson Avenue Bridge over Gwynns Falls and CSXT Railroad.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the supplemental agreement with Greenhorne & O'Mara, Inc. for Project No. 889, Edmondson Avenue Bridge over Gwynns Falls and CSXT Railroad. The Transfer of Funds was approved SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

Department of Transportation - Consent to the Assignment of the  
2005 Wharfage License Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Consent to the Assignment of the 2005 Wharfage Agreement, as amended in 2009, with HarborCare LLC (HarborCare).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On March 20, 2005, the Board approved a Wharfage Agreement with Harbor Boating, Inc., for the exclusive use of public landings in and around the Inner Harbor in order to provide Water Taxi service for tourists and visitors. The Wharfage Agreement specified certain payments to the City and to the Living Classrooms Foundation, which had previously operated a similar service in the Inner Harbor. On April 22, 2009, the Board approved amendments to the Wharfage Agreement providing for additional commuter service to be offered by Harbor Boating, Inc. (Harbor Boating) in conjunction with the opening of the Charm City Circulator.

In June 2010, Harbor Boating notified the Department of its pending sale of the business to HarborCare, LLC. It is the understanding of the City that the sale of Harbor Boating, Inc. to HarborCare, LLC, will be completed shortly after the City's Consent to Assign the Wharfage Agreement. The Department, in consultation with the Baltimore Development Corporation, has reviewed the proposed sale, confirmed HarborCare's financial and operational capacities, and received assurances that HarborCare, LLC will work with the Department to further expand commuter-based service in accordance with the goals of two federal grants recently received for this purpose.

## MINUTES

Department of Transportation - cont'd

(FILE NO. 55511)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Consent to the Assignment of the 2005 Wharfage Agreement, as amended in 2009, with HarborCare LLC. The Mayor **ABSTAINED**.

## MINUTES

BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

A&A Plumbing, Inc.	\$	1,197,000.00
Amigos, Inc.	\$	126,000.00
Amtrac Railroad Contractors, of Maryland, Inc.	\$	8,000,000.00
Apex Companies, LLC	\$	108,729,000.00
Applied Energy Management, Inc.	\$	25,083,000.00
Denver-Elek, Inc.	\$	43,254,000.00
Dynatrend Construction, Ltd.	\$	441,000.00
Elevator Control Service	\$	48,699,000.00
Falter, C.O., Construction Corp.	\$	124,947,000.00
Harrington R.E., Plumbing & Heating, Inc.	\$	16,929,000.00
High Steel Structures, Inc.	\$	787,446,000.00
Holland Construction Corporation	\$	8,000,000.00
Hurley Company, Inc.	\$	1,500,000.00
JLN Construction Services, LLC	\$	8,000,000.00
Kiewit Construction Company	\$	7,313,526,000.00
Kinsley Construction, Inc.	\$	432,774,000.00
Lee's Electrical Contracting, Inc.	\$	1,500,000.00
Mace Electric Company	\$	42,057,000.00
Miller, C.J. LLC	\$	128,421,000.00
P&J Contracting Company, Inc.	\$	41,589,000.00
Sargent Corporation	\$	80,676,000.00
Stratos Elevator, Inc.	\$	5,319,000.00
Sustainable Services Corporation	\$	1,179,000.00
Temp Air Co., Inc.	\$	8,000,000.00
Tote-It, Inc.	\$	1,500,000.00
Whiting-Turner Contracting Co.	\$	3,540,042,000.00

**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:

CDI-Infrastructure, LLC	Architect Landscape Architect
Health Design Group, Inc.	Architect
Keast & Hood Co.	Engineer
URS	Architect Landscape Architect Engineer Land Survey Property Line Survey
Whitney Bailey Cox & Magnani, LLC	Engineer

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

MINUTES

TRANSFER OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

transfers of funds

listed on the following pages:

2714 - 2715

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.

The Mayor **ABSTAINED** on item no 4.

The President **ABSTAINED** on item no 5.

## MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. <b>\$ 38,535.60</b> MVR	9950-907312-9528 Constr. Res. - Inner Harbor Infrastructure	9950-906312-9527-3 Design & Studies Inner Harbor Infrastructure
<p>This transfer will fund the costs associated with Task No. 12 on Project 1074, Contract No. TR 08041 with Whitman, Requardt &amp; Associates for the study and design of water and electrical utility services to be utilized by boats and ships at the Inner Harbor.</p>		
<u>Baltimore Development Corporation (BDC)</u>		
2. <b>\$ 12,500.00</b> 22 <sup>nd</sup> EDF	9910-904115-9600 Constr. Res. West Side Initiative	9910-905825-9603 West Side Downtown
<p>This transfer will provide funds for the Baltimore Development Corporation to contract for appraisal services. In April 2008, the BDC, on behalf of the City of Baltimore, issued a Request for Proposal for the redevelopment of three sites in the Market Center Urban Renewal Area, Site A, 124 N. Liberty Street, 101 W. Lexington Street and 103 W. Lexington Street, Site B, 114 W. Lexington Street, and Site C, 116 W. Lexington Street.</p>		
3.     \$    4,738.75 M&CC	9911-903859-9600 Const. Res. BDC Economic Dev.	9910-905852-9601 Economic Dev. Incentives
1,219.69 M&CC	9910-904115-9600 Const. Res. Westside Initiative	9910-905825-9603 Westside Downtown
15,723.13 M&CC	9910-904982-9600 Const. Res. Coml. Rev. Program	9910-902879-9601 Coml. Revitalization

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
BDC - cont'd		
4,000.00	9910-902873-9600	9910-903873-9601
21 <sup>st</sup> EDF	Const. Res.	Brownsfield
	Brownsfield	Incentive Fund
	Incentive Fund	
132.50	9910-903354-9600	9910-904354-9601
22 <sup>nd</sup> EDF	Const. Res.	W. Balto. Ind.
	W. Balto. Ind.	& Coml. Dev.
	& Coml. Dev.	
<b>\$ 25,814.07</b>		

This transfer will provide funds to reimburse the BDC for eligible capital expenses for the month ending April 30, 2010.

Mayor's Office

4.	<b>\$250,000.00</b>	9904-902782-9129	9904-903782-9127
	1 <sup>st</sup> Everyman	Everyman Theatre	Everyman Theatre
	Theatre		

The transfer will provide funds for the renovations to the Town Theatre at 315 W. Fayette Street. The renovations will improve the current space and add additional space to the theatre.

Department of Housing and Community Development

5.	<b>\$2,637,308.95</b>	9991-922989-9587	9991-923989-9593
	CDBG XXXVI	CDBG XXXVI	Loan Repayment
		Reserve	

This transfer will provide funds required for debt repayment on HUD Section 108 loans that fund community and economic development activities.

**MINUTES**

Baltimore Development Corporation - Development and Financing Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a development and financing agreement with Chesapeake Paperboard Centre, LLC, and McHenry Row Holding Company, LLC (collectively, Developer).

The Board is further requested to authorize the Director of Finance to execute any and all legal documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

**AMOUNT OF MONEY AND SOURCE:**

\$20,465,000.00 - Parking Revenue Bonds

**BACKGROUND/EXPLANATION:**

Under the development and financing agreement (development agreement), the City will use up to \$20,465,000.00 in proceeds from the sale of City Parking Revenue Bonds (Bonds) to purchase the parking garages at the McHenry Row Mixed-Use Development Project (Project). After each purchase, the City will sell the garages back to the Developer, pursuant to an Installment Sale and Operating Agreement (installment sale agreement), at an amount equal to the City's principal and interest payments on the bonds. The developer will pay the purchase price in installments over a 25-year period. The developer will pay all of the costs of issuing the Bonds, including but not limited to, legal fees, issuance fees, and closing costs.

McHenry Row is a mixed-use development of approximately 725,000 square feet of new construction, including parking, pursuant to an approved Planned Unit Development (PUD) on a site previously occupied by the Chesapeake Paperboard Company located in the Locust Point neighborhood. The Project, consisting of 9.5 acres, is located in a Maryland State Enterprise Zone and is a certified Brownfield Site. The Project consists of a five-story Class A office building totaling 65,000 square feet, 130,000 square feet of retail space anchored by a 61,000 square foot Harris Teeter grocery store, and two mid-rise residential

**MINUTES**

BDC - cont'd

buildings with a total of 250 apartments, and two parking garages containing a total of 890 spaces with an additional 80 short-term surface parking spaces. The total Project cost is approximately \$115 million.

Construction on the Project began in December 2007 with construction financing being provided by M&T Bank. To facilitate completion of the Project, the City will provide permanent financing for the parking garages pursuant to the Development and Financing Agreement in an amount up to \$20,465,000.00. The Installment Sale Agreement will require the Developer to purchase the garages back from the City over a 25-year period.

**MBE/WBE PARTICIPATION:**

The Developer has signed the Commitment to Comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the original agreement.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the development and financing agreement with Chesapeake Paperboard Centre, LLC, and McHenry Row Holding Company, LLC. The Board also to authorized the Director of Finance to execute any and all legal documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

**MINUTES**

Mayor's Office of Neighborhoods - Inter-governmental  
Renewal Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the first renewal option of an inter-governmental agreement with the Maryland Office for Refugees and Asylees. The period of the agreement is October 1, 2010 through September 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$297,171.00 - 5000-535909-3530-326300-603026

**BACKGROUND/EXPLANATION:**

In June, 2009, the City started the Request for Proposal process for the Target Assistance Grant (TAG) through the Bureau of Purchases. As a result of the bid, Lutheran Social Services of National Capital Area was selected as the contractor. On September 16, 2009 the Board approved the award.

The contract was signed in October 1, 2009 for one year with two, 1-year renewals. This renewal will be the first 1-year option, pending receipt of funds from the Federal Office of Refugee and Resettlement (ORR).

The funds for the agreement originate from the ORR for the TAG program, and are designated for vocational training and employment services for hard-to-place refugees/asylees in the Baltimore Metropolitan Area. The Mayor's Office of Neighborhoods will administer the funds allocated for the Baltimore Metropolitan Area on behalf of the Maryland Department of Human Resources.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the first renewal option of an inter-governmental agreement with the Maryland Office for Refugees and Asylees.

MINUTES

PERSONNEL MATTERS

\* \* \* \* \*

UPON MOTION duly made and seconded,  
the Board approved all of the Personnel matters  
listed on the following pages:

2720 - 2723

All of the Personnel matters have been approved  
by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved by  
the Law Department as to form and legal sufficiency.

**MINUTES****PERSONNEL**Department of Transportation

	<u>Hourly Rate</u>	<u>Amount</u>
1. <b>GRISHAE BLACKETT'E</b>	\$20.73	<b>\$19,000.00</b>

Account: 3001-000000-2300-249000-601009

Ms. Blackett'e will work as a Community Liaison. Her duties will include but are not limited to, coordinating, organizing and leading efforts to represent the Department of Transportation, fostering relationships with community leaders, actively seeking opportunities to promote the agency and the City of Baltimore to the community. She will also be responsible for maintaining reports and providing written and verbal reports on routine and special projects. The period of the agreement is effective upon Board approval for six months.

2. <b>ERIC WOZNYSMITH</b>	\$52.37	<b>\$48,000.00</b>
---------------------------	---------	--------------------

Account: 3001-000000-5017-382300-601009

3. <b>JAMES D'AMICO</b>	\$40.92	<b>\$37,500.00</b>
-------------------------	---------	--------------------

Account: 3001-000000-2300-248700-601009

These individuals will continue to work as a Special System Programmer. Their duties will include but are not limited to performing computer programming, administrative and GIS related tasks related to the Department's Capital Improvement Program, and coordinating the implementation of an agency-wide Electronic Document Management System. The period of the agreement is effective August 19, 2010 for six months.

**MINUTES****PERSONNEL**State's Attorney's Office

	<u>Hourly Rate</u>	<u>Amount</u>
4. <b>CYNTHIA M. WEESE</b>	\$30.37	<b>\$53,626.00</b>
Account: 1001-000000-1150-118300-601009		
5. <b>MICHAEL A. TOWNSEND</b>	\$25.88	<b>\$44,788.00</b>
Account: 1001-000000-1150-120900-6010009		
6. <b>DONALD E. STEINHICE</b>	\$30.97	<b>\$53,626.00</b>
Account: 1001-000000-1150-119400-601009		
7. <b>DAVID M. ROLLE</b>	\$30.97	<b>\$53,626.00</b>
Account: 1001-000000-1150-118000-6010009		
8. <b>YOLANDA V. ROBINSON</b>	\$25.88	<b>\$44,788.00</b>
Account: 1001-000000-1150-122000-601009		
9. <b>WILLIAM E. COLE</b>	\$30.97	<b>\$53,626.00</b>
Account: 1001-000000-1150-119000-601009		
10. <b>RUDY L. METZGER</b>	\$30.97	<b>\$53,626.00</b>
Account: 1001-000000-1150-117900-601009		
11. <b>ROBERT W. BITTINGER</b>	\$30.97	<b>\$53,626.00</b>
Account: 1001-000000-1150-118500-601009		

These retirees will work as Investigators. Their duties will include but are not limited to, researching and locating parties relevant to prosecution of cases, providing location information to attorneys and forwarding information to the

**MINUTES****PERSONNEL**Hourly RateAmountStates Attorney Office - cont'd

Warrant Apprehension Task Force so that arrests can be made, communicating with witnesses and victims to provide case and trial data information, and preparing subpoenas. These duties and salary are comparable to those of similar City positions and is consistent with the waiver of the AM 212-1 approved by the Board of Estimates in March 1999 to hire retired Police Officers as Investigators for the Office of the State's Attorney. The period of the agreement is August 15, 2010 through August 14, 2011.

Mayor's Office of Human Services

12. **MARK E. GRAVES** \$45.00 **\$81,900.00**

Account: 6000-685200-3571-327300-601001

Mr. Graves will work as a Finance Officer for the Mayor's Office of Human Services. His duties will include but are not limited to, directing the development and preparation of the budget, implementing financial controls and procedures, exercising control over office expenditures, and directing the operation of office accounting and procurement. The period of the agreement is effective upon Board approval for 1-year.

Mayor's Office of Employment Development

13. Reclassify the following position:

From: 00142 - Executive Level I  
Grade 948 (\$55,200.00 - \$99,200.00)  
Job No. 6331-45988

To: 00143 - Executive Level II  
Grade 959 (\$77,200.00 - \$132,400.00)

Costs: \$3,983.00 - 1001-000000-6331-468700-601001

**MINUTES****PERSONNEL****Fire Department**14. Create the following position:

10212 - Fire Command Staff I  
Grade 964 (\$92,000.000 - \$111,500.00)  
Job No. To be assigned by BBMR

Costs: \$119,600.00 - 1001-000000-2132-228200-601061

15. Create the following Non-Civil Service position:

00143 - Executive Level II  
Grade 959 (\$77,200.00 - \$132,400.00)  
Job No. to be assigned by BBMR

Costs: 100,360.00 - 1001-000000-1250-152800-601001

## MINUTES

Department of Audits - Audit Report and Related Audit Digest

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

Performance Audit of the City of Baltimore Mayor's Office of Cable and Communications January 1, 2008 through December 31, 2009.

UPON MOTION duly made and seconded, the Board deferred this item for one week.

**MINUTES**

Mayor's Office of Employment - Sub-recipient  
Development (MOED) Contractual Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a sub-recipient contractual agreement with Community Service of Central Maryland, Incorporated. The period of the agreement is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$346,595.00 - 4000-807511-6312-459505-603051  
 231,063.00 - 4000-806711-6312-459505-603051  
54,437.00 - 5000-585410-5750-459505-603051  
**\$632,095.00**

**BACKGROUND/EXPLANATION:**

Under this agreement the subcontractor will manage a Career Center which will be part of the MOED's delivery system to assist individuals in obtaining and retaining employment. Services will include but are not limited to assessments, job readiness workshops, job placement assistance, occupational training or referrals to occupational skills training, and tutorial assistance.

The obligation level of this agreement will not exceed \$632,095.00 of Federal Workforce Investment Act funds.

The agreement was delayed due to 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 sub-recipient contractual agreement with Community Service of Central Maryland, Incorporated.

## MINUTES

Mayor's Office of Employment Development (MOED) - Grant Awards

The Board is requested to approve and authorize acceptance of the various grant awards.

1. **STATE OF MARYLAND DEPARTMENT OF LABOR,                   \$ 32,323.00**  
**LICENSING AND REGULATION/MARYLAND**  
**BUSINESS WORKS**

Account: 4000-805311-6312

Maryland Business Works will provide incumbent workers with a menu of training activities that will include classroom based training, in-house staff training and instruction provided by consultants as well as books and training manuals.

The purpose of this grant is to support the retention and growth of the city's workforce by providing matching funds with those of employers to upgrade the skills of currently employed workers. The period of the grant award is July 1, 2010 through June 30, 2011.

2. **STATE OF MARYLAND DEPARTMENT OF LABOR,                   \$ 38,183.00**  
**LICENSING AND REGULATION**

Account: 4000-807811-6397

The funds will be used for summer employment and training opportunities for eligible Maryland residents ages 14 through 21, assigned to certain State agency worksites identified and approved by MOED. The period of the grant award is July 1, 2010 through September 30, 2010.

The grant awards are late because MOED did not receive an approved copy of the grants until July 22, 2010.

## MINUTES

MOED - cont'd

3. **STATE OF MARYLAND DEPARTMENT OF LABOR,                   \$218,067.00**  
**LICENSING AND REGULATION/MARYLAND**  
**ENERGY SECTOR PARTNERSHIP & TRAINING**  
**PROGRAM**

Account: 4000-803710-6310

The MOED has been awarded American Recovery and Reinvestment Act Funds in the amount of \$337,401.00. The initial funding for the first year of operation is \$218,067.00. The MOED will use the funds for the Maryland Energy Sector Partnership & Training Program project. The period of the grant award is March 1, 2010 through January 28, 2013.

The grant award is late because the MOED did not receive the official Notice of Award/Obligation from the United States Department of Labor until June 22, 2010.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND CONFIRMED THE GRANT AWARDS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the acceptance of the various grant awards.

**MINUTES**

Mayor's Office of Employment - Employee Expense Report  
Development (MOED)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the employee expenses for Mr. Daniel Baldwin for the months of January and February 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$44.75 - 6000-661401-6390-490305-603002  
45.50 - 6000-661401-6390-490305-603002  
**\$90.25**

**BACKGROUND/EXPLANATION:**

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

The request is late because the expense report was prepared with the incorrect mileage rate and misplaced in the normal MOED process and it was beyond the 40 day submission requirement when it was located.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the employee expenses for Mr. Daniel Baldwin for the months of January and February 2010.

**MINUTES**

Department of Housing and - Supplemental and Amendatory  
Community Development      Agreement No. 1

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of amendment no. 1 to agreement with Rebuilding Together Baltimore, Inc. The amendment no. 1 will extend the period of the agreement through December 31, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$54,650.00 - 4000-485710-5750-644800-603051

**BACKGROUND/EXPLANATION:**

On February 3, 2010, the Board approved the original agreement in the amount \$100,000.00 to provide funds for the Low-Income Homeowners Safety and Energy Efficiency Program in the Park Heights area of Baltimore City. The period of the agreement is October 2, 2009 through September 30, 2010.

This amendment no. 1 to agreement will allow the organization to expand the scope of services for fall and injury prevention services to 25 low-income elderly homeowners in partnership with and as directed by the Baltimore City Office of Energy Efficient Homes. This amendment no. 1 to agreement will increase the agreement by \$54,650.00; making the total amount \$154,650.00. All other terms and conditions of the agreement will remain unchanged.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**MBE:** \$3,420.00

**WBE:** \$1,140.00

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

## MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 1 to agreement with Rebuilding Together Baltimore, Inc.

**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 a land disposition agreement with Honee, LLC, developer, for the properties located at 703, 705, 707, 709, 711, 713, 715, 717, 719, 721, 723, 725 N. Mount Street; 1602, 1604, 1606, 1606½, 1608, 1610, 1612, 1614, 1616, 1618, 1620, 1622, 1624, and 1626 Harlem Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$ 1,000.00	- 703 N. Mount Street
1,000.00	- 705 N. Mount Street
1,000.00	- 707 N. Mount Street
1,000.00	- 709 N. Mount Street
1,000.00	- 711 N. Mount Street
1,000.00	- 713 N. Mount Street
1,000.00	- 715 N. Mount Street
1,000.00	- 717 N. Mount Street
1,000.00	- 719 N. Mount Street
1,000.00	- 721 N. Mount Street
1,000.00	- 723 N. Mount Street
1,000.00	- 725 N. Mount Street
1,000.00	- 1602 Harlem Avenue
1,000.00	- 1604 Harlem Avenue
1,000.00	- 1606 Harlem Avenue
1,000.00	- 1606½ Harlem Avenue
1,000.00	- 1608 Harlem Avenue
1,000.00	- 1610 Harlem Avenue
1,000.00	- 1612 Harlem Avenue
1,000.00	- 1614 Harlem Avenue
1,000.00	- 1616 Harlem Avenue
1,000.00	- 1618 Harlem Avenue
1,000.00	- 1620 Harlem Avenue
1,000.00	- 1622 Harlem Avenue
1,000.00	- 1624 Harlem Avenue
1,000.00	- 1626 Harlem Avenue
<b><u>\$26,000.00</u></b>	- Purchase Price

**MINUTES**

DHCD - cont'd

**BACKGROUND/EXPLANATION:**

The purchase price will be paid at settlement by the developer by cash or certified check. The City will receive \$1,000.00 per property for a total amount of \$26,000.00. The sale price is derived from the assessed value of \$1,000.00 per property for all properties except 1606½ Harlem Avenue.

The property at 1606½ Harlem Avenue appraised at \$3,000.00. This property was last appraised when it had an improvement on the lot. The structure was demolished which should have brought it in line with the other vacant lots in this project. Therefore, this property will be conveyed for at \$1,000.00 which is same amount as the other properties in the project.

The settlement will occur in two phases. Phase One will consist of 703, 705, 707, 711, 713, 717, 719, 721, 723, 725 N. Mount Street; 1602, 1604, 1606, 1606½, 1608, 1610, 1612, 1616, 1618, 1620, 1622, and 1626 Harlem Avenue.

Phase Two will consist of 709 and 715 N. Mount Street and 1614 and 1624 Harlem Avenue. The City is in the process of acquiring these properties. It is anticipated that these properties will be acquired within the next three months.

The project will consist of new construction of a 6,300 square foot facility that will include four reposing rooms, preparation, and arrangement rooms, a 250 room seat chapel, a five car garage, and 77 off-street parking spaces.

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

The properties assessed for less than \$2,500.00 and therefore do not require appraisals.

**MBE/WBE PARTICIPATION:**

The developer has signed the Commitment to Comply with the Minority and Women's Business Enterprise Program for Baltimore City.

## MINUTES

DHCD - cont'd

(FILE NO.        )

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Honee, LLC, developer, for the aforementioned properties located. The Comptroller **ABSTAINED**.

MINUTES

Department of Housing and - Local Government Resolution  
Community Development

The Board is requested to approve and authorize execution of the following local government resolutions.

The following organizations are applying to the State of Maryland Department of Housing and Community Development Bond, (MD DHCD-Bond), Housing Rental Rehabilitation Program, (MD DHCD-MHRP), Low Income Housing Tax Credit (LIHTC) Program, and/or the CDA Rental Housing Funds (CDA-RHF). A local government resolution of support is required by the State for all applications to these programs for funding.

<u>Organization</u>	<u>Amount</u>
1. <b>POPPLETON PARTNERS II, LP</b>	\$10,430,000.00
	MD DHCD-Bond
	725,000.00
	MD DHCD-MHRP
	787,778.00
	<u>LIHTC</u>
	<b>\$11,942,778.00</b>

The organization will acquire, rehabilitate and construct a new housing development project consisting of 111 rental units which will be affordable to households with incomes at or below 60 percent of the area median income. The properties are scattered site and will primarily be located at 838 W. Fairmount Avenue, Baltimore City.

**(FILE NO. 57069)**

2. <b>UPLANDS VISIONARIES, LLC</b>	\$11,232,308.00
	LIHTC
	2,000,000.00
	<u>CDA-RHF</u>
	<b>\$13,232,308.00</b>

The Upland Redevelopment Rental Phase I project consists of the construction of 104 units, of which 77 units will be affordable to persons with incomes at 30 percent through 60

## MINUTES

DHCD - cont'd

percent of the area median income. The remaining 27 units will be affordable at 60 percent of the area median income and above. The property is located at the 400 block of North Athol Avenue and Old Frederick Road directly abutting the Westside Skills Center in the Uplands/Edmondson Village communities of Baltimore City.

**(FILE NO. 56376)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned local government resolutions.

**MINUTES**

Department of Housing and - Second Amendment to Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the second amendment to the agreement with Capital Development LLC and David Holmes, for 1950-1951 E. Fayette Street. The amendment will extend the agreement through December 31, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$200,000.00, plus any accrued interest

**BACKGROUND/EXPLANATION:**

The second amendment is necessary to revise the amendment of June 17, 2009, which established a payment plan for the developer to the Inclusionary Housing Trust Fund.

The City planned to receive a total amount of \$470,000.00 over three years in the original amendment. The City has already received \$270,000.00 on time under the original amendment. The developer has asked for a revision to the amendment to allow the remaining balance of \$200,000.00 to be deferred until December 31, 2011.

The subject property was originally conveyed by the City to Chapel Housing Partnership in 1972 for the purpose of developing low-income housing. The term of the agreement for the provision of those units has expired and the property was transferred to the current owner in 2002 for redevelopment.

The developer has obtained both an amendment to the Washington Hill Urban Renewal Plan and an approval for a Planned Unit Development on this site to provide 786 units of housing (Project).

While, the Project is not subject to the Inclusionary Housing Ordinance, the developer and DHCD agreed two years ago that 6 percent of the project, or 47 units would be made available to families earning less than 80 percent of the area median income

**MINUTES**

DHCD - cont'd

for a period of 15 years. Due to changing market conditions, the developer and DHCD have agreed to amend that agreement to allow for a payment into the Inclusionary Housing Trust in lieu of providing the affordable units. This revision was necessary to allow the project to continue to move forward in the current economic climate and provides additional funds to the Inclusionary Housing Program.

These payments were to be made in three lump sums: \$270,000.00 within seven days of the Board's approval of the land disposition agreement amendment; \$100,000.00 at the first anniversary thereof, and \$100,000.00 at the second anniversary thereof. However, should the property be transferred prior to those dates the entire balance will be due within seven days of such transfer.

The second amendment will modify the payment terms as follows: The outstanding balance of \$200,000.00 will be due no later than December 31, 2011 but that balance will earn interest at an annual rate of LIBOR+50 basis points starting from June 17, 2010. The developer will continue to have the obligation to pay in full, including interest, if the property was transferred prior to December 31, 2011. If payment was delayed beyond December 31, 2011, the interest will be retroactively increased to 13 percent annually and will continue to accrue until paid.

Security for the balance of the payments under this land disposition agreement will be in the form of an unrestricted personal guarantee from the developer, David Holmes.

**MBE/WBE PARTICIPATION:**

Article 5, Subtitle 28 of the Baltimore City Code, Minority and Women's Business Enterprise Program is fully applicable and no request for a waiver or exception has been made.

## MINUTES

DHCD - cont'd

**THE DIRECTOR OF FINANCE REVIEWED AND RECOMMENDED APPROVAL.**

**(FILE NO. 57032)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the second amendment to the agreement with Capital Development LLC and David Holmes, for 1950-1951 E. Fayette Street.

**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. Irving Feldman and Phyllis Feldman	922 N. Collington Avenue	G/R \$90.00	\$ 750.00
Funds are available in Account No. 9910-907420-9588-900000-704049, EBDI Project, Phase II.			
2. Delores Medin and Irving Medin (deceased)	932 N. Castle St.	G/R \$30.00	\$ 200.00
Funds are available in Account No. 9910-906416-9588-900000-704049, EBDI Project, Phase II.			
3. Reuben Liss, deceased and Dorothy Liss	437 East 23 <sup>rd</sup> St.	G/R \$72.87	\$ 607.00
Funds are available in Account No. 9912-910713-9591-900000-704040, Barclay Project.			
<u>DHCD - Rescission and Re-approval of Option</u>			
4. Shirley Lowenthal and Charles Muskin, Trustees of Israel Braverman	421 E. 24 <sup>th</sup> St. 423 E. 24 <sup>th</sup> St.	G/R \$60.00 G/R \$60.00	\$ 550.00 550.00 <u>\$1,100.00</u>

On February 17, 2010, the Board approved the acquisition, by condemnation, of the ground rent interest in 421 E. 24<sup>th</sup> Street, and on March 03, 2010, the Board approved the acquisition, by condemnation, of the ground rent interest in 423 E. 24<sup>th</sup> Street. Both properties interest were approved for

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Rescission and Re-approval of Option - cont'd</u>			

acquisition in the amount of \$500.00 each. However, since the original Board approvals, the owners have agreed to a negotiated price, and would like to proceed with a voluntary settlement for both properties' ground rent. Therefore, the Board is requested to rescind its previous approvals and approve the acquisition of the ground rent interests for each property by option agreement, in 421 E. 24<sup>th</sup> Street and 423 E. 24<sup>th</sup> Street for the amount of \$550.00 each.

Funds are available in Account No. 9912-910713-9591-900000-704049, Barclay 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.

DHCD - Condemnations

5.	Donnell Berry	1736 E. Chase St.	L/H	\$77,160.00
----	---------------	-------------------	-----	-------------

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

6.	Double Digit Investors, LLC	911 N. Collington Ave.	G/R \$96.00	\$ 800.00
----	--------------------------------	---------------------------	----------------	-----------

The Board is requested to approve acquisition of the ground rent interest by condemnation, or in the alternative may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the ground rent interest for this property.

Funds are available in Account No. 9910-907420-9588-900000-704049, EBDI Project, Phase II.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Rescission and Re-approval of Condemnation</u>			
7. Michael J. Brown	3309 Virginia Ave.	F/S	\$ 19,200.00

On June 16, 2010, the Board approved the condemnation of the leasehold interest in 3309 Virginia Avenue for the amount of \$18,560.00. However, the property interest and purchase amount was incorrectly listed. Therefore, the Board is requested to rescind its previous approval and approve the acquisition of the fee simple interest, by condemnation, in 3309 Virginia Ave. for the corrected amount of \$19,200.00.

Funds are available in Account No. 9910-903187-9588-900000-704040, Park Heights site.

Department of Law - Payment of Settlement

8. Martha R. Benyam (previous owner)	1804 E. Chase St.	L/H	\$17,050.00
---	-------------------	-----	-------------

On June 17, 2009, the Board approved the acquisition of the leasehold interest in 1804 E. Chase Street, in the amount of \$75,450.00, by condemnation. These funds were not withdrawn. The previous owner demanded \$107,000.00 and the parties were unable to settle the action. However, through mediation by the Hon. Joseph H.H. Kaplan, retired judge, the parties agreed to settle the suit for \$92,500.00, which is 23% above the previously approved amount. Therefore, the Board is requested to approve a payment of settlement in the Circuit Court for Baltimore City.

Funds are available in Account No. 9910-906416-9588-900000-704040.

9. Myra Washington (previous owner)	2856 Harford Rd.	F/S	\$17,000.00
--	------------------	-----	-------------

On September 29, 2004, the Board approved the acquisition of the fee simple interest in 2856 Harford Road, in the amount of \$5,800.00, by condemnation.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - cont'd</u>			

Almost simultaneously, the Department of Finance sold the tax sale certificate on the same property. The tax sale certificate was purchased by Ms. Myra Washington. Through her attorney, Ms. Washington filed a tax sale foreclosure case on October 31, 2005, under Baltimore City Circuit court case number 24-C-05-009770. The Department of Housing filed a condemnation suit on January 26, 2006 under Baltimore City Circuit Court case number 24-C-06-001159. Among other defendants, it included tax sale purchaser Myra Washington.

At a motions hearing later that year, in October 2006, the Circuit Court for Baltimore City dismissed Ms. Myra Washington as a defendant in the condemnation suit. Ms. Washington proceeded with her tax sale foreclosure suit, and was granted a decree foreclosing the rights of redemption. When the City obtained its inquisition in the condemnation suit, the fact that Ms. Washington had a decree in the tax sale foreclosure case, and had been dismissed as a defendant in the condemnation suit, created a cloud on the City's title. The City has since sold the property to an outside purchaser.

Recently, Ms. Washington's attorney filed a complaint for "Specific Performance" in the context of the condemnation case, seeking to compel payment to her client, in excess of \$25,000.00, for redemption of the tax sale certificate. On July 12, 2010, in Baltimore City Circuit Court, at a hearing on Ms. Washington's motion, the parties entered into settlement negotiations. The terms reached by the parties are as follows: The City agrees to pay to Myra Washington the amount of \$17,000.00. This settlement satisfies both the tax sale foreclosure case and the condemnation case. In addition, Ms. Washington will sign a quit-claim deed to the City for any and all interest she has in 2856 Harford Road,

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - cont'd</u>			

which will then perfect the title the City conveyed to the outside purchaser. Ms. Julia Day, Assistant Commissioner, Land Resources, and Mr. William Burgee, Director, Office of Property Acquisition and Relocation, Department of Housing and Community Development were consulted prior to and during these negotiations and approved the terms of the settlement.

Therefore, the Board is requested to approve payment of settlement, in the Circuit Court for Baltimore City in the amount of \$17,000.00 required to quiet the title.

Funds are available in Account No. 9910-908087-9588-900000-704040.

UPON MOTION duly made and seconded, the Board approved the options, condemnations, and payment of settlement.

**MINUTES**

Department of Housing and - Acquisition by Gift  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the fee simple interest in 402 E. 22½ Street by gift **SUBJECT** to municipal liens and all accrued interest and penalties other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00 - No Funds will be expended.

**BACKGROUND/EXPLANATION:**

The property owners, David Brizan and Roselyn Brizan are donating the subject vacant building to the City as a contribution to the Barclay Project. The property is in an area scheduled for redevelopment, and accepting the donation will save acquisition expense and time.

Real Property Tax 2010/2011	\$	710.60
Real Property Tax 2009/2010		597.50
Tax Sale 10/15/2008		1,837.58
Misc. Bills No. 4619482		136.77
Misc. Bills No. 4619771		151.15
Misc. Bills No. 4655544		5.07
Misc. Bills No. 4746905		164.88
Misc. Bills No. 4838223		231.56
Misc. Bills No. 5087366		323.90
Misc. Bills No. 5269634		272.41
Misc. Bills No. 5288014		221.50
Misc. Bills No. 5429022		367.11
Misc. Bills No. 5462353		272.44
Misc. Bills No. 5753132		335.52
Misc. Bills No. 5806476		228.39
Misc. Bills No. 6015069		207.87
Misc. Bills No. 6057541		7,409.92

## MINUTES

DHCD - cont'd

Misc. Bills No. 6083547	183.25
Misc. Bills No. SR#561121	194.74
Rental Registration	<u>129.60</u>
Total Municipal Liens	<b>\$13,981.76</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in 402 E. 22½ Street by gift **SUBJECT** to municipal liens and all accrued interest and penalties other than water bills.

**MINUTES**

Department of Housing and - Acquisition by Gift  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold interest in 1803 N. Collington Avenue by gift **SUBJECT** to municipal liens and all accrued interest and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00 - No Funds will be expended.

**BACKGROUND/EXPLANATION:**

Associates Financial Services Company, Inc. is donating the vacant lot to the City as a contribution to the Broadway East redevelopment plans. The project is in an area scheduled for redevelopment, and accepting the donation will save acquisition expense and time.

Real Property Tax 2010/2011	\$	23.69
Real Property Tax 2009/2010		80.00
Real Property Tax 2008/2009		43.92
Real Property Tax 2007/2008		51.44
Real Property Tax 2006/2007		45.62
Real Property Tax 2005/2006		155.56
Tax Sale 5/17/2010		51.60
Misc. Bill No. 3891132		19,081.14
Misc. Bill No. 4709663		320.53
Misc. Bill No. 4815056		360.22
Misc. Bill No. 5147269		314.08
Misc. Bill No. 5351846		299.32
Misc. Bill No. 5663000		231.78
Misc. Bill No. 5772819		230.52

## MINUTES

DHCD - cont'd

Misc. Bill No. 5922950	215.09
Misc. Bill No. 6116040	227.52
Alley Paving Bill. 04018-001067	233.06
Total Municipal Liens	<u>\$21,965.09</u>

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in 1803 N. Collington Avenue by gift **SUBJECT** to municipal liens and all accrued interest and penalties, other than water bills.

**MINUTES**

Department of Housing and                    - Acquisition by Gift  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the property located at ES Wirton St. Sec E of Hoffman Street, Block 1142B/Lot 001 by gift from United Railroad Corp, owner, **SUBJECT** to any outstanding municipal liens, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$1,500.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division, strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

The United Railroad Corp has offered to donate title to the property at ES Wirton St. Sec E of Hoffman Street (Block Lot 1142B 001). The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for ES Wirton St. Sec E of Hoffman Street (Block Lot 1142B 001) are itemized as follows:

**Cumulative Real Property Taxes 2006, 2010**

Total Taxes	\$	263.74
Interest/Penalties		0.00
Other		0.00
Tax Sale Interest		0.00
Miscellaneous Bills		0.00
Metered Water (Tax Sale)		0.00
Rental Registration		0.00
Total Municipal Liens	\$	<b>263.74</b>

## MINUTES

DHCD - cont'd

The listed municipal liens will be administratively abated after settlement.

UPON MOTION duly made and seconded, the Board approved the acquisition of the property located at ES Wirton St. Sec E of Hoffman Street, Block 1142B/Lot 001 by gift from United Railroad Corp, owner, **SUBJECT** to any outstanding municipal liens, other than water bills.

**MINUTES**

Department of Housing and - Acquisition by Gift  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold property interest, in 1008 N. Monroe Street, as a gift from Mr. James A. Lyons, owner, **SUBJECT** to outstanding municipal liens, except for water bills.

**AMOUNT OF MONEY AND SOURCE:**

Mr. Lyons agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00.

**BACKGROUND/EXPLANATION:**

The DHCD's Land Resources Division strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

Mr. Lyons has offered to donate to the City title to the property located at 1008 N. Monroe Street. The City will receive clear and marketable title to the property **SUBJECT** only to certain City liens. Mr. Lyons will pay all current (type of municipal bill indicated) bills up through the date of settlement. Acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

## Cumulative Real Property Taxes 2001-2010

Total Tax	\$285.60
Interest/Penalties	0.00
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	0.00
Metered Water	0.00
Rental Registration	0.00
Total Municipal Liens	<u>\$285.60</u>

The municipal liens, other than water bills, will be administratively abated after settlement.

## MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold property interest, in 1008 N. Monroe Street, as a gift from Mr. James A. Lyons, owner, **SUBJECT** to outstanding municipal liens, except for water bills.

**MINUTES**

Department of Housing and - Acquisition by Gift  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold property interest, in 2036 E. Preston Street, as a gift from Ms. Lori Armbruster, owner, **SUBJECT** to outstanding municipal liens, except for current water bills that are not in tax sale.

**AMOUNT OF MONEY AND SOURCE:**

Ms. Armbruster agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00.

**BACKGROUND/EXPLANATION:**

The DHCD's Land Resources Division strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

Ms. Armbruster has offered to donate to the City title to the property located at 2036 E. Preston Street. The City will receive clear and marketable title to the property **SUBJECT** only to certain City liens. Ms. Armbruster will pay all current water bills up through the date of settlement. Acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

## Cumulative Real Property Taxes 2001-2010

Total Tax	\$ 1,240.92
Interest/Penalties	831.80
Other	92.33
Tax Sale Interest	6,364.50
Miscellaneous Bills	1,892.54
Metered Water (Tax Sale)	16,411.26
Rental Registration	0.00
Total Municipal Liens	<u>\$26,833.35</u>

## MINUTES

DHCD - cont'd

The municipal liens, other than current water bills, will be administratively abated after settlement.

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold property interest, in 2036 E. Preston Street, as a gift from Ms. Lori Armbruster, owner, **SUBJECT** to outstanding municipal liens, except for current water bills that are not in tax sale.

**MINUTES**

Department of Housing and - Acquisition by Gift  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold property interest, in 612 N. Brice Street, as a gift from Mr. Diebold E. Hughes, et al., owners, **SUBJECT** to outstanding municipal liens, except for water bills.

**AMOUNT OF MONEY AND SOURCE:**

Mr. Hughes, et al. agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00.

**BACKGROUND/EXPLANATION:**

The DHCD's Land Resources Division strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

Mr. Hughes, et al. have offered to donate to the City title to the property located at 612 N. Brice Street. The City will receive clear and marketable title to the property **SUBJECT** only to certain City liens. Mr. Hughes, et al. will pay all current water bills up through the date of settlement. Acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

## Cumulative Real Property Taxes 2010

Total Tax	\$713.40
Interest/Penalties	0.00
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	0.00
Metered Water	0.00
Rental Registration	0.00
Total Municipal Liens	<u>\$713.40</u>

## MINUTES

DHCD - cont'd

The municipal liens, other than water bills, will be administratively abated after settlement.

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold property interest, in 612 N. Brice Street, as a gift from Mr. Diebold E. Hughes, et al., **SUBJECT** to outstanding municipal liens, except for water bills.

**MINUTES**

Bureau of Water and Wastewater - Amendment to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to agreement with Biohabitats, Inc., for Project No. 1036B, On-Call Environmental Restoration Design and Engineering Services. The amendment extends the agreement through August 21, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$500,000.00 - various, depending on individual task

**BACKGROUND/EXPLANATION:**

On August 22, 2007, the Board approved the original agreement with an upset limit of \$500,000.00. The consultant has exhausted the \$500,000.00 limit under the agreement. Additional support services will be needed to assist the City in implementing the new requirements of its next Stormwater Permit which will at least triple the number of restoration projects over the five-year permit term. Additional work will include stream restoration design review and emergency stream assessments. As in the original agreement, the cost of services rendered will be based on a not-to-exceed negotiated price for each task.

This amendment to agreement will increase the original upset limit of \$500,000.00 and make the total agreement amount \$1,000,000.00.

**MBE/WBE PARTICIPATION:**

The consultant will continue to comply with the MBE goals of 21%, and WBE goals of 7%, established in the original agreement.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE INCREASE IN THE UPSET LIMIT AND THE TIME EXTENSION AND WILL REVIEW THE TASK ASSIGNMENTS.**

## MINUTES

Bureau of Water and Wastewater - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to agreement with Biohabitats, Inc.

**MINUTES**

Bureau of Water and - Amendment No. 2 to Agreement  
Wastewater (BW&WW)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of amendment no. 2 to agreement with Moffatt & Nichol, for Project No. 1086M, Urgent Need Storm Water Engineering Services. The amendment no. 2 extends the agreement through September 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$250,000.00 - 9958-902439-9520-930000-703031

**BACKGROUND/EXPLANATION:**

On October 1, 2008, the Board approved the original agreement in the amount of \$250,000.00 for the period October 1, 2008 through September 30, 2009.

On September 30, 2009, the Board approved amendment no. 1 for a 1-year time extension through September 30, 2010 and increased the upset limit by \$250,000.00 bringing the total award to \$500,000.00.

Under amendment no. 2, the Bureau is requesting an increase in the upset limit by an additional \$250,000.00 bringing the total award to \$750,000.00 and a 1-year time extension through September 30, 2011.

**AUDITS NOTED THE TIME EXTENSION AND INCREASE IN THE UPSET LIMIT.**

**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$150,000.00	9958-905093-9522	9958-902439-9520-3
MVR Funds	Constr. Res. Race	Design
	St. Culvert	

**MINUTES**

BW&WW - cont'd

The funds are required to cover the cost of Change Order #2 under Project 1086M to provide design services to improve the City's storm drain system.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment no. 2 to agreement with Moffatt & Nichol, for Project No. 1086M, Urgent Need Storm Water Engineering Services. The Transfer of Funds was approved SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

Bureau of Water & Wastewater (BW&WW) - On-Call Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an on-call agreement with Johnson, Mirmiran and Thompson, Inc. (JMT) for Project No. 1110J. The period of the agreement is effective upon Board approval for three years, with two 2-year renewal options.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - Upset limit

**BACKGROUND/EXPLANATION:**

The BW&WW requires environmental engineering services to fulfill the Municipal Stormwater Permit and review contract drawings for proposed construction for impact on the environment. The request for these services are made on an as needed basis.

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

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

The consultant has been approved by the Architect and Engineering Awards Commission.

## MINUTES

BW&WW - cont'd

MBE/WBE PARTICIPATION:

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

MBE: EBA Engineering, Inc.	20.00%
Reviera Enterprises, Inc.	<u>7.00%</u>
<b>Total</b>	<b>27.00%</b>
 WBE: Chesapeake Environmental Management	 <b>9.00%</b>

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the on-call agreement with Johnson, Mirmiran and Thompson, Inc. for Project No. 1110J. The Transfer of Funds was approved SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

1. DAS SOLUTIONS, LLC	\$ 8,693.00	Low Bid
Solicitation No. 07000 - Sampling Containers - Department of Public Works - Req. No. R552128		

2. FRISCHKORN, INC.	\$ 5,544.00	Sole Source
Solicitation No. 08000 - Mechanical Seal Kits - Department of Public Works - Req. No. R552695		

The vendor is the exclusive distributor of the required kits.

3. SEARS COMMERCIAL	\$20,000.00	Low Bid
Solicitation No. B50001570 - Window Unit Air Conditioners - Fire Department - Req. No. R553234		

The period of the award is August 4, 2010 through August 3, 2011.

4. PLATO, INC. DBA PLATO LEARNING	\$13,950.00	Sole Source
Solicitation No. 08000 - Plato Licenses - Mayor's Office of Employment Development - Req. No. R551764		

The vendor is the sole provider of the Plato license for the online instructional software necessary to be compatible with the existing equipment and programs.

5. ALL TRAFFIC SOLUTIONS	\$16,140.00	Low Bid
Solicitation No. B50001589 - Speedsentry/Solar Poles - Department of Transportation - Req. No. R553628		

6. ESRI, INC.	\$16,556.64	Sole Source
Solicitation No. 08000 - ESRI Software Maintenance - Department of Transportation - Req. No. R549141		

The vendor is the sole provider of this proprietary software. The period of the award is August 11, 2010 through February 29, 2012.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

7. BENTLEY SYSTEM, INC.	\$19,359.36	Sole Source
-------------------------	-------------	-------------

Solicitation No. 08000 - Bentley Microstation and InRoads -  
Department of Transportation - Req. No. R552987

The vendor is the sole provider of this proprietary software. The period of the award is June 18, 2010 through June 18, 2013.

8. QIAGEN, INC.	\$16,461.60	Sole Source
-----------------	-------------	-------------

Solicitation No. 08000 - EZ1 Robot Service Contract - Police  
Department - Req. No. R554054

Support is only available directly from Qiagen, Inc. the manufacturer. The period of the award is November 26, 2010 through November 25, 2013, with one three-year renewal option.

9. BOAT LIFTS UNLIMITED, INC.	\$ 6,027.04	Selected Source
-------------------------------	-------------	-----------------

Solicitation No. 06000 - Boat Lift Motor Repair - Fire  
Department - Req. No. R550743

The boat lifts were originally installed by this vendor who is best positioned to maintain and repair it.

10. MOI, LLC	\$ 5,787.95	Sole Bid
--------------	-------------	----------

Solicitation No. B50001564 - Assorted Condoms - Health  
Department - Req. No. R551095

The bid price is considered fair and reasonable.

11. CRAIC TECHNOLOGIES	\$ 9,495.00	Sole Source
------------------------	-------------	-------------

Solicitation No. 08000 - Micro-Spectrometer Service Contract -  
Police Department - Req. No. R554051

The vendor is the only authorized supplier of support and maintenance for their spectrometers, which are currently in use by the Police Department Crime Lab. The period of the award is August 3, 2010 through August 2, 2011 with five one-year renewal options.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
12. NIGHTMARE GRAPHICS, INC.	\$ 8,200.00	Low Bid
Solicitation No. 07000 - Promotional Items - Health Department - Req. No. To be determined.		
13. CLEAR CHANNEL OUTDOOR	\$16,410.00	Selected Source
Solicitation No. 06000 - Digital Billboard Advertising - Sheriff's Department - Req. No. R554342/R553391		
This vendor is uniquely positioned to reach the targeted audience.		
14. GEIGER PUMP & EQUIPMENT COMPANY	\$22,686.00	Sole Source
Solicitation No. 08000 - KSB Submersible Pumps - Department of Public Works - Req. No. R552483		
The vendor is the exclusive authorized distributor of KSB Pumps in the Baltimore area.		
15. SHI	\$21,103.54	Low Bid
Solicitation No. 07000 - Microsoft License Packs - Mayor's Office of Information Technology - Req. No. R551174		
16. LAWMEN SUPPLY COMPANY, INC.	\$13,620.00	Only Bid
Solicitation No. B50001553 - Glock 17T Full Size Simunition - Police Department - Req. No. R551635		
The bid price is considered fair and reasonable.		
17. FREEMIRE & ASSOCIATES, INC.	\$ 5,551.85	Sole Source
Solicitation No. 08000 - DeZurik Plug Valves - Department of Public Works - Req. No. R552978		
The vendor is the exclusive representative for the DeZurik Plug Valves for the Maryland area.		

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
18. ILLUME COMMUNICATIONS	\$10,000.00	Increase
Solicitation No. 07000 - Marketing Analyst - Department of Planning - Req. No. R534529		
<p>On November 25, 2009, the Board approved the initial award in the amount of \$22,475.00. An increase in the amount of \$10,000.00 is necessary due to the unanticipated demand. This increase in the amount of \$10,000.00 will make the total award amount \$32,475.00. No further increases will be requested.</p>		
19. R.R. DONNELLEY & SONS COMPANY	\$24,000.00	Renewal
Solicitation No. 06000 - Typesetting City Annual Financial Report - Department of Finance - Req. No. R553073		
<p>On August 29, 2007, the Board approved the initial award in the amount of \$20,000.00. The award contained three 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This is the third and final renewal for the period August 29, 2010 through August 29, 2011.</p>		
20. THERMO ELECTRON NORTH AMERICA, LLC	\$ 7,174.40	Sole Source
Solicitation No. 08000 - Support and Maintenance for Nicolet FTIRs - Police Department - Req. No. R554047		
<p>The vendor is the only authorized supplier of support and maintenance for these items currently in use by the Police Department Crime Lab. The period of the award is August 3, 2010 through August 2, 2011, with five 1-year renewals.</p>		

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
21. <u>INTRA SYSTEMS</u>	<u>\$21,138.00</u>	<u>Low Bid</u>
Solicitation No. 07000 - Checkpoint Enterprise Software Support Subscription - Mayor's Office of Information Technology - Req. No. R551442		
22. <u>JOBE &amp; COMPANY, INC.</u>	<u>\$10,000.00</u>	<u>Selected Source</u>
Solicitation No. 06000 - Electronic and Pneumatic Parts - Department of Public Works - Req. No. R554167		

The vendor is uniquely located to deliver these items quickly in the event of an emergency. The period of the award is September 1, 2010 through August 31, 2011.

23. <u>IDEXX LABORATORIES, INC.</u>	<u>\$28,906.00</u>	<u>Sole Source</u>
Solicitation No. 08000 - Reagents - Department of Public Works, Bureau of Water and Wastewater - Req. No. R553017		

The requested reagents are required by the Water Quality Laboratory for full compliance with the certification standards required by the State of Maryland regarding the monitoring of drinking water, which is supplied by the vendor who is the exclusive distributor of these chemicals.

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

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |   |             |             |
|---|-------------|-------------|
| 24. SOVEREIGN<br>MEDICAL, LLC   | \$59,655.00 | Sole Source |
| Solicitation No. 08000 - EX-IO Intraosseous Infusion System -<br>Fire Department - Req. No. R554372 |             |             |

The vendor is the exclusive distributor of this product, which uniquely meets the Police Department's needs and is currently in use throughout the region, including Anne Arundel and Howard Counties.

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.

- |   |             |                 |
|---|-------------|-----------------|
| 25. TANEN HAT COMPANY   | \$26,730.00 | Selected Source |
| Solicitation No. 06000 - 8-Point Summer Police Caps - Police<br>Department - Req. No. R545009 |             |                 |

The requested model is currently used throughout the Police Department and the agency desires to maintain uniformity. The prices offered are considered fair and reasonable.

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

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

26. JOHNSON & TOWERS, INC.	\$29,740.00	Sole Source
-------------------------------	-------------	-------------

Solicitation No. 08000 - Diesel Particulate Filter Cleaning Systems - Department of General Services - Req. No. R544019

The vendor is Donaldson's only certified diesel particulate exhaust emissions system dealer in the State of Maryland.

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.

27. SKALAR, INC.	\$50,931.00	Sole Source
------------------	-------------	-------------

Solicitation No. 08000 - Skalar Consumable Parts - Department of Public Works, Bureau of Water and Wastewater - Req. No. R546357

The requirements for these parts are specific and unique in order to be compatible and interchangeable with existing equipment, and the vendor is the sole source provider.

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

## 28. MOTOROLA COMMUNICATION

<u>DIVISION</u>	<u>\$1,072,800.00</u>	<u>Renewal</u>
-----------------	-----------------------	----------------

Solicitation No.06000 - 311 Call Center System Hosting -  
Mayor's Office of Information Technology - Req. Nos. Various

On September 28, 2005, the Board approved the initial award in the amount of \$5,364,000.00. The award contained two 1-year renewal options at the sole discretion of the City. This renewal in the amount of \$1,072,800.00 is for the period September 28, 2010 through September 27, 2011.

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

## 29. CENTER FOR EMERGENCY

<u>MEDICINE, STAT MEDEVAC</u>	<u>\$900,000.00</u>	<u>Renewal</u>
-------------------------------	---------------------	----------------

Solicitation No. 06000 - Non Emergent Air Transportation  
Services - Health Department - Req. No. R552520

On October 29, 2008, the Board approved the initial award in the amount of \$850,000.00. The award contained three 1-year renewal options at the sole discretion of the City. This is the second renewal for the period October 1, 2010 through September 30, 2011.

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

## 30. COWLES PARKWAY

FORD	\$ 30,942.00	Increase
Solicitation No. B50001354 - One Ton Utility Body Pickup Truck - Department of General Services - Req. No. R525958		

On April 14, 2010, the Board approved the initial award in the amount of \$88,806.00. On June 9, 2010, the Board approved a reduction in the amount of \$57,864.00. An increase in the amount of \$30,942.00 is necessary to purchase an additional utility body pickup truck at the initial contract price. This truck will replace an aging vehicle, which is in need of repairs that exceed its current value. This increase in the amount of \$30,942.00 will make the total award amount \$61,884.00.

**MWBOO GRANTED A WAIVER.**

## 31. OSIRIS MOBILE

X-RAY SERVICES	\$ 0.00	Extension
Solicitation No. 06000 - Radiology Technician Services - Health Department - P.O. No. P508710		

On May 23, 2007, the Board approved the initial award in the amount of \$23,380.00. Subsequent actions have been approved. To allow the agency to continue to provide mobile X-ray services to its clients, an extension is necessary while finalizing an agreement for a new contract going forward.

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

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
32. CITIZEN'S PHARMACY	\$ 0.00	Extension
Solicitation No. BP-06024 Injectable Medications - Fire Department - Req. Nos. Various		

On September 14, 2005, the Board approved the initial award in the amount of \$217,527.45. The award contained an option to renew at the sole discretion of the City. Subsequent actions have been approved. This extension is necessary to allow time to solicit bids for this requirement and provide for a sufficient transition period.

**MWBOO GRANTED A WAIVER.**

33. RSM McGLADREY, INC.	\$1,050,000.00	Increase
Solicitation No. BP-07105 - Local Government Integrated Financial Systems - Department of Finance - Req. No. R553056		

On October 3, 2007, the Board approved the initial award in the amount of \$5,441,471.00. Subsequent increases have been approved. This increase will provide funding in the Fiscal Year 2011 for the continued integration of the City's Dynamics Financial System, the City's Oracle budgeting system, and the City's Annual Financial Reports system with on-site support, training and documentation, including annual licensing and fees. This increase in the amount of \$1,050,000.00 will make the award amount \$8,113,271.00. The period of the award is September 18, 2012 with one 5-year renewal option.

**MBE:** Full Circle Solutions, Inc. 3.0%

**WBE:** Aggarwal d/b/a New Horizon Computer, Inc. 2.0%

**MWBOO FOUND THE 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

## 34. KEY RISK MANAGEMENT

SERVICES, LLC	\$3,304,596.00	Renewal
Solicitation No. BP-08011 - Workers Compensation Claims Administration - Department of Finance - Reg. No. R550860		

On September 26, 2007, the Board approved the initial award in the amount of \$10,158,800.00. The award contained two 1-year renewals at the sole discretion of the City. On February 4, 2010, an increase in the amount of \$49,000.00 was approved by the City Purchasing Agent. This renewal in the amount of \$3,304,596.00 is for the period October 1, 2010 through September 30, 2011.

<b>MBE:</b> SPRC, LLC	13%
Sutherland Data Products, LTD	4%
Security One Group, Inc.	1%
	<u>18%</u>

<b>WBE:</b> Mary Kraft & Assoc. Inc.	4%
Expert Medical Opinions	4%
All Pro Placement Services, Inc.	3%
	<u>11%</u>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## 35. THE AMERICAN TRUCK

& EQUIPMENT COMPANY, INC.	\$ 25,000.00	Increase
Solicitation No. 06000 - O.E.M. Parts & Service for Fuso Mitsubishi - Department of General Services - P.O. No. P512706		

On July 18, 2007, the Board approved the initial award in the amount of \$60,000.00. Subsequent actions have been approved. Due to the higher than anticipated demand for parts and services, an increase in the amount of \$25,000.00 is necessary, making the total award amount \$200,000.00.

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |  |              |          |
|--|--------------|----------|
| 36. MARCON ENGINEERING SERVICES, INC.  | \$700,000.00 | Increase |
| Solicitation No. B50001081 - Marine Repair Service, Maintenance and Parts - Agencies - Various - Req. Nos. Various |              |          |

On July 15, 2009, the Board approved the initial award in the amount of \$700,000.00. Due to an increase in the agency's demand this increase in the amount of \$700,000.00, will make the total award amount \$1,400,000.00.

**MWBOO GRANTED A WAIVER.**

- |   |              |          |
|---|--------------|----------|
| 37. COLDSRING CO., INC.   | \$500,000.00 | Increase |
| Solicitation No. B50000874 - Baltimore City Weatherization Assistance Program - HVAC 2009 - Department of Housing and Community Development - Req. Nos. Various |              |          |

On January 14, 2009, the Board approved the initial award in the amount of \$400,000.00. Subsequent actions have been approved. Due to an increase in usage additional funds are required. This increase in the amount of \$500,000.00 will make the award amount \$1,900,000.00.

**MBE:** Bey Refrigeration & Heating, Inc. 11%  
 BMC Services, LLC 11%  
 Noah's Plumbing 5%

**WBE:** K&S Environmental Solutions 7%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |   |   |         |
|---|---|---------|
| 38. COMPASS GROUP USA,<br>INC. d/b/a CANTEEN VENDING<br>SERVICES, INC                                     | \$ 85,000.00<br>(estimated 5<br>year revenue) | Renewal |
| Solicitation No. BP 06015 - Coin Operated Snack Vending<br>Service - Departments - Various - Req. No. N/A |   |         |

On August 31, 2005, the Board approved the initial award. The award contained an option to renew at the sole discretion of the City. The Fiscal 2009 net revenue from this contract was \$16,491.59. This is the final renewal for the period August 31, 2010 through August 30, 2015.

- |   |              |   |
|---|--------------|---|
| 39. ROLLING DOORS OF MARYLAND<br>INC.   | \$100,000.00 | Ratification and<br>Term Purchase Order |
| Solicitation No. 06000 - Various Doors System<br>Repair/Installation - Agencies - Various - Req. Nos. Various |              |   |

On March 14, 2007, the Board approved the initial award in the amount of \$172,750.00. Due to a longer than anticipated time to determine M/WBE compliance, the contract expired on July 31, 2010. However, the vendor continued to provide services to meet the City's needs. It is requested that the expenditures from August 1, 2010 through August 11, 2010 be ratified, and a term purchase order be approved under the same terms and conditions as BP 07104. A new solicitation B50001506 was issued to meet this requirement. The bids were opened on June 30, 2010 and are currently under evaluation.

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.

**MBE:** Spear Mechanical 0.5%  
Calmi Electric Co. 0.5%

**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>
<u>Bureau of Purchases</u>			
40. MOTOROLA INC.	\$ 40,000.00	Ratification	Amendment No. 2 to Agreement
	<u>220,000.00</u>	Extension	Ratification and Term Order
	<b><u>\$260,000.00</u></b>		

Solicitation No. 06000 - Radio Communications Facilities Manager for 800 MHz System and City Communications Systems - Agencies - Various - Req. Nos. Various

The Board is requested to approve and authorize execution of an amendment no. 2 to agreement with Motorola Inc.

On May 31, 2006, the Board approved the initial award in the amount of \$259,000.00. The award contained renewal options at the sole discretion of the City. An 800MHz Communications System Upgrade was awarded last year to replace the existing system. However, because the replacement contract will not be fully operational for several more months the contractor continued to provide service to meet the City's needs.

This amendment to agreement will allow for a transition period between the two contracts to finalize this arrangement. The ratification is for the period July 5, 2010 through August 11, 2010. The term purchase order is for the period August 11, 2010 through May 31, 2011.

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

## MINUTES

Bureau of Purchases

**MWBOO GRANTED A WAIVER.**

**(FILE NO. 559919)**

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions, except item No. 34, which was for one week. The Mayor **ABSTAINED** on item No. 37. The President **ABSTAINED** on item Nos. 21, 23, 27, and 28.

## MINUTES

Health Department - Agreements

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

1. **BALTIMORE HEALTH CARE ACCESS, INC. (BHCA)** **\$472,836.00**

Account: 4000-421111-3080-294600-404001

The BCHA will provide services for the State Healthy Start Grant. The BHCA will serve Medicaid/Medicaid eligible HealthChoice enrollees in Baltimore City and will continue to assist Baltimore City citizens in accessing comprehensive health care services by 1) outreaching to high-risk/hard to reach clients, 2) working closely with Manage Care Organizations to assist Medicaid/Medicaid eligible clients obtains proper and adequate health care services through their insurance plan, and 3) serve as a local resource for information to Medicaid eligible residents of Baltimore City. The period of the agreement is July 1, 2010 through June 30, 2011.

2. **MARY SYNDER-VOGEL** \$55.00/hour **\$ 24,750.00**

Account: 5000-521511-3031-513200-601001

Ms. Vogel, a licensed clinical social worker (LCSW-C), will provide targeted clinical case management and mediation services to the children and families served by the Health Department's Division of Healthy Homes and Communities. The services will include individual psychosocial assessments and evaluations, treatment interventions, home safety planning, and linkage to appropriate resources. The

**MINUTES**Health Department - cont'd

services include financial and supportive counseling for those families who require an intensive level of intervention in order to achieve positive outcomes, and families with whom child protective services is involved. The period of the agreement is July 1, 2010 through June 30, 2011.

The agreements are late because they were recently finalized.

**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 aforementioned agreements.

**MINUTES**

Health Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an expenditure of funds to purchase Safeway Gift Cards.

**AMOUNT OF MONEY AND SOURCE:**

\$600.00 - 6000-621010-3080-294200-604025  
(24 Cards @ \$25.00 each)

**BACKGROUND/EXPLANATION:**

The cards will be distributed as incentives to participants in focus groups on the Partners for a Healthy Baby Curriculum. Safeway was chosen because of its proximity to the clients' neighborhood.

The Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of the policy account for: 1) a single means of procuring all incentive cards through the Board of Estimates; 2) the documentation of each incentive card and its recipient; 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and; 4) periodic internal audits of programs' activity through the internal policy which will be shared with the Department of Audits.

This policy has been reviewed by both the Solicitor's Office and by the Department of Audits. Consistent with the original Board of Estimates approval, all requests for payment for the above incentive cards will be subject to Audits approval.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board deferred this item for one week.

**MINUTES**

Health Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an expenditure of funds to pay The People's Community Health Center, Inc. for the services rendered.

**AMOUNT OF MONEY AND SOURCE:**

\$ 7,511.00 - Personnel  
7,500.00 - Coppin State (invoice no. 00012)  
19,287.19 - Quest Diagnostics  
**\$34,298.19 - 4000-422509-3030-273016-603051**

**BACKGROUND/EXPLANATION:**

On December 12, 2009 People's Community Health Center, Inc. sponsored the "Hoopla" basketball event. The Department is reimbursing the organization for expenses incurred while sponsoring the event.

The invoice is late because the provider was delayed in supplying the necessary documentation before the end of the grant year.

**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 funds to pay The People's Community Health Center, Inc. for the services rendered.

**MINUTES**

Mayor's Office of Employment - Employee Expense Report  
Development (MOED)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense report for Ms. Dourakine Rosarion for the months of November and December 2009, and January 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$ 94.35 - November 2009 - 4000-496810-3150-678100-604002  
348.87 - December 2009 - 4000-496810-3150-678100-604002  
96.00 - January 2010 - 4000-496810-3150-678100-604002  
**\$539.22**

**BACKGROUND/EXPLANATION:**

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

The request is late because of the H1N1 coordination and supervision during the months of November through December 2009 and January 2010.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the expense report for Ms. Dourakine Rosarion for the months of November and December 2009, and January 2010.

## MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office</u>			
1. Kyle Gooden	2010 MACo Annual Summer Conf. Ocean City, MD August 18 - 21, 2010	General Funds	\$1,022.78

The subsistence rate for this location is \$270.00 per day. The hotel cost is \$269.00 per night for two nights and \$279.00 for the third night. The occupancy tax in the amount of \$85.78 is included in the total. The Office is requesting an additional \$7.00 to cover the hotel cost and \$40.00 per day for meals and incidental expenses which are included in the total. The Office has paid for all expenses on a City issued Credit Card assigned to Mr. Gooden, with the exception of the additional monies for meals and incidental expenses. The disbursement to Mr. Gooden is \$120.00.

2. Kimberly Washington	2010 MACo Annual Summer Conf. Ocean City, MD August 18 - 21, 2010	General Funds	\$1,022.78
---------------------------	--	------------------	------------

The subsistence rate for this location is \$270.00 per day. The Hotel cost is \$269.00 per night for two nights and \$279.00 for the third night. The occupancy tax in the amount of \$85.78 is included in the total. The Office is requesting an additional \$7.00 to cover the hotel cost and \$40.00 per day for meals and incidental expenses which is included in the total. The Office has paid for all expenses on a City issued Credit Card assigned to Ms. Kathe Hammond, with the exception of the additional monies for meals and incidental expenses. The disbursement to Ms. Washington is \$120.00.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Police Department</u>			
3. Paul Abell	Major Cities Police Financial Managers Conference San Diego, CA September 12 - 17, 2010 (Reg. fee \$125.00)	Asset Forfeiture	\$1,705.80

The subsistence rate for this location is \$218.00 per day. The Department has pre-paid the registration fee in the amount of \$125.00 using the Police Department Emergency Fund Checking Account. The registration fee is included in the total. The disbursement to Mr. Abell is \$1,580.80.

**TRAVEL APPROVAL**

4. Derrick E. Mayfield Sr.	Indianapolis 500 Events Indianapolis, IN May 27 - 30, 2010	General Funds	\$1,371.23
-------------------------------	---	------------------	------------

Mr. Mayfield traveled to Indianapolis, IN to accompany the Mayor.

The subsistence rate for this location is \$155.00 per day. The hotel rate is \$179.95 for the first night and \$199.95 for the following two nights. Occupancy taxes in the amount of \$98.60 are included in the total expenditure. The Police Department is requesting \$114.85 to cover the additional cost for accommodations and \$48.88 for meals and incidental expenses.

In accordance with AM-240-8, Official City business at the event site required extensive trips, tours, or other unusual but necessary land travel. A rental car was necessary to transport the Mayor and her staff while in Indianapolis. There were several destinations and events that required the Mayor's attendance.

## MINUTES

Police Department - cont'd

The Department paid airfare and hotel accommodations and all other expenses for the attendee on a City issued Credit Card assigned to Mr. Mayfield, which is included in the total.

<b>Attendee</b>	<b>Actual Expenditure</b>
Derrick Mayfield	199.40 Airfare
	579.85 Hotel
	49.88 MI&E
	75.00 Parking
	98.60 Occup. Taxes
	28.00 Fuel
	340.50 Rental Car
<b>Totals</b>	<b>\$1,371.23</b>

The Police Department was unable to meet the requirements of travel procedures outlined in the Administrative Manual, Section 240 and regrets the late submission of this request. The request for Travel approval is late due to a delay in the administrative process.

UPON MOTION duly made and seconded, the Board approved the travel requests. The Mayor **ABSTAINED** on item Nos 1, 2, and 4.

**MINUTES**

Baltimore National Heritage Area - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a grant agreement with the Maryland Humanities Council. The period of the agreement is effective upon Board approval through March 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$ 6,360.00 - 5000-591510-6390-484700-603026

**BACKGROUND/EXPLANATION:**

The National Park Service, Star Spangled Banner National Historic Trail, is providing an additional \$7,380.00 in matching funds. The funds will be used to fund the project "Teaching 1812."

Baltimore has key aspects of the War of 1812 story that are of national significance. The development of these lesson plans is crucial for Baltimore to lead the effort in creating lesson plans that can be used all across the country, increasing the knowledge of all U.S. citizens in the vital role that Baltimore played in our nation's history.

**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 Maryland Humanities Council. The Mayor **ABSTAINED**.

## 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:

2787 - 2792

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

The Transfer of Funds was approved  
SUBJECT to receipt of 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 08028, Banger St. Reconstruction from Hollins Ferry Road to Dead End	M. Luis Construction Company, Inc.	\$601,795.02
	<b>MBE:</b> P & J Contracting Co., Inc.	\$ 53,000.00	9.00%
	AJO Concrete Construction Inc.	<u>25,000.00</u>	<u>4.00%</u>
		<b>\$ 78,000.00</b>	<b>13.00%</b>
	<b>WBE:</b> Fallsway Construction Company, LLC	\$ 55,000.00	9.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$692,064.27	9950-903550-9509	
State Const. Loan	Const. Res. - Neighborhood	
\$601,795.02	-----	9950-901129-9508-6 Struc. & Improv.
60,179.50	-----	9950-901129-9508-5 Inspection
<u>30,089.75</u>	-----	9950-901129-9508-2 Contingencies
<b>\$692,064.27</b>		

This transfer will fund costs associated with the award of Project TR 08028 to M. Luis Construction Company, Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation

3.	TR 08318R, Installation of Fiber Optic & Copper Communications Citywide JOC	LAI Construction Services, Inc.	\$2,084,358.85
----	---	---------------------------------	----------------

**DBE:**

The Barbor Group, LLC	\$ 62,530.77	3.00%
Phipps Construction Contractors, Inc.	75,200.00	3.61%
Priority Construction Corp.	21,000.00	1.00%
Machado Construction Co., Inc.	54,000.00	2.59%
A/C Power, Inc.	162,500.00	7.80%
	<u>\$375,230.77</u>	<u>18.00%</u>

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 800,000.00 Federal	9950-911059-9512 Variable Message Signs	
149,385.75 Federal	9950-903045-9512 Traffic Signal Retrofit	
265,000.00 Federal	9950-909031-9512 Citywide Traffic Signal	

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
782,626.93 <u>Federal</u>	9950-905035-9512 Traffic Signals System Integration	
<b>\$1,997,012.68</b>	-----	9950-901056-9512-6 Struc. & Improv. Installation of Fiber Optic & Copper Communications Citywide-JOC

This transfer will provide funds to cover the shortage in the account for award of TR 08318R to LAI Construction Services, Inc.

Bureau of Purchases

- 5. B50001468, Preventive Maintenance and Emergency Repairs for Operable Walls      Modern Door & Equipment Sales, Inc.      \$ 447,360.00

**MWBOO GRANTED A WAIVER.**

- 6. B50001506, Various Overhead Mechanical Door Systems Repairs, Parts & Installation      All About Doors, Inc.      \$ 549,632.00

Four bids were received, three were materially defective. Award is recommended to the only remaining bid, which is found fair and reasonable.

**MWBOO SET MBE GOALS OF 1% AND WBE 0%.**

**ALL ABOUT DOORS, INC. WAS FOUND NON-COMPLIANT. HOWEVER, THE VENDOR HAS AGREED TO COME INTO COMPLIANCE WITH 10 DAYS OF THIS AWARD.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- |    |   |                |
|----|---|----------------|
| 7. | B50001422, Computer<br>Hardware, Software,<br>and Related Items | \$5,000,000.00 |
|    | Applied Technology<br>Services<br>Items 1, 2                    |                |
|    | Carasoft Technology<br>Corporation<br>Item 12                   |                |
|    | Carousel Industries<br>of North America<br>Item 1               |                |
|    | Communications Supply<br>Corporation<br>Items 8, 9              |                |
|    | USC Canterbury<br>Corporation<br>Items 3, 7, 8,<br>9, 12        |                |
|    | Data Networks<br>Items 1-5, 7,<br>11, 12                        |                |
|    | Daly Computers<br>Items 1-5, 7                                  |                |
|    | Digicon Corporation<br>Items 1-5, 7, 9                          |                |
|    | ePlus Technology, LLC<br>Items 2, 4, 8, 9,<br>11, 12            |                |
|    | En Net Services, LLC<br>Items 2, 4, 5, 7, 9, 12                 |                |

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

Hartford Computers  
Items 1-3, 5

PC Mall Gov, Inc.  
Item 11

SHI International  
Corporation  
Items 11, 12

Soft Net Solutions  
Item 9

**MWBOO GRANTED A WAIVER.**

- |    |  |                      |                     |
|----|--|----------------------|---------------------|
| 8. | B50001543, Auto-mated Titration System & Accessories | Mettler-Toledo, Inc. | <b>\$ 29,618.10</b> |
|----|--|----------------------|---------------------|

**MWBOO GRANTED A WAIVER.**

- |    |  |   |
|----|--|---|
| 9. | B50001522, Provide Long Distance Telephone Service for City of Baltimore | <b>REJECTION</b> - The Board is requested to reject all bids. The four bids received were opened on June 30, 2010. Two bids were found as materially defective and the other two bids were found to be non-responsive. Authority is requested extend the current contract to ensure uninterrupted service to City agencies. |
|----|--|---|

**EXTENSION** - The Board is also requested to extend the current contract BP 04158 with PAETEC Communications through November 26, 2010 to assure uninterrupted service.

**MWBOO GRANTED A WAIVER.**

## MINUTES

Police Department - Employment Agreements

The Board is requested to approve and authorize execution of the 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.	ALBERT M. DIGGS	\$14.42	\$30,000.00
2.	DAVID M. WERNER	\$14.42	\$30,000.00
3.	DOUGLAS W. KERR	\$14.42	\$30,000.00

Account: 1001-000000-2010-197600-601009

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 employment agreements.

**MINUTES**

Police Department - Renewal Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a consultant agreement with Marye B. Peisinger. The period of the agreement is August 21, 2010 through August 20, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$59,280.00 - 4000-435210-2250-670001-603018

**BACKGROUND/EXPLANATION:**

On August 19, 2009, the Board approved a renewal contract for Ms. Peisinger in the amount of \$59,280.00 for the period August 21, 2009 through August 20, 2010.

On September 30, 2009, the Board approved a grant agreement with the U.S. Department of Justice, under the FY 2009 Justice Assistance Grant Program, JAG V, Award No. 2009-DJ-BX-1436, in the amount of \$1,275,360.00 for the period October 1, 2008 through September 30, 2012.

Ms. Peisinger is acting in a dual capacity (consultant/grant specialist) to include the management and coordination of the grant award process for the grants portfolio, and assisting the Director of Community Programming in securing continued collaboration and funding, as well as fiscal and other grant related activities.

**APPROVED FOR FUNDS BY FINANCE****AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the consultant agreement with Marye B. Peisinger.

**MINUTES**

Police Department - Grant Award

**ACTION REQUESTED OF B/E:**

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

**AMOUNT OF MONEY AND SOURCE:**

\$185,456.00 - 5000-516311-2013-688600-600000

**BACKGROUND/EXPLANATION:**

The GOCCP grant award is being awarded in accordance with the Sex Offender Compliance and Enforcement in Maryland.

The Department's Sex Offender Management and Compliance Program will track the compliance of local sex offenders who are required to register/re-register with the Maryland Sex Offender Registry. The program will provide the financial support for the Department's Sex Offender Registry Unit and its support staff to work in an overtime capacity and procure the necessary equipment needed to prevent the future victimization of the City's children and ultimately decrease the rate of recidivism. To achieve this goal the Department will procure equipment and provide overtime funding to assist with the duties of sex offender registration, compliance verification, and enforcement.

**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 acceptance of a grant award from the Governor's Office of Crime Control and Prevention.

**MINUTES**

Police Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an expenditure of funds to pay the University of Missouri-Columbia AR. The period of the invoice no. EXT003158 is for April 5, 2010 through April 9, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$7,200.00 - 4000-468110-2010-682600-603026

**BACKGROUND/EXPLANATION:**

On May 5, 2010 the Board approved the acceptance of a grant award from the Governor's Office of Crime Control Program. The Byrne-Justice Assistance Grant program entitled "National Cruelty Investigations Training - LETS" - Law Enforcement Training Scholarship grant was for the period March 1, 2010 through April 30, 2010. Grant funds provided for the cost of bringing the trainer to the Department to train the 15 officers in the course, National Cruelty Investigations School-Level I.

This invoice covers the cost of registration fees for 15 police officers.

The invoice was recently received from the provider.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds to pay the University of Missouri-Columbia AR.

**MINUTES**

Police Department - Payment of Back Salary

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize payment of back salary for Mr. William L. Marcus.

**AMOUNT OF MONEY AND SOURCE:**

\$9,172.16 - 1001-000000-2001-195500-601062

**BACKGROUND/EXPLANATION:**

The back pay represents the amount of salary that the Mr. Marcus would have earned for the period April 22, 2010 through June 1, 2010, less other salary he earned during that time period.

Pursuant to Article 16(A)(2) of the Memorandum of Understanding between the Baltimore Police Department and the Fraternal Order of Police Lodge No. 3, Mr. Marcus is entitled to receive back pay for the period he was suspended without pay.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized payment of back salary for Mr. William L. Marcus.

**MINUTES**

Police Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an expenditure of funds to pay the Baltimore Child Abuse Center, Inc. (BCAC). The period of the invoice is January 1, 2010 through December 31, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$15,500.00 - 1001-000000-2020-212800-603015

**BACKGROUND/EXPLANATION:**

On February 2, 2005, the Board approved a memorandum of understanding (MOU) with the BCAC. Under the MOU the Department's Child Abuse Unit uses 5,500 square feet of office space rent-free at 2300 North Charles Street, which represents 25% of the building space. The BCAC is requesting that the Department pay 25% of the utilities for the building. The estimated annual utility cost for the building is \$62,000.00, making the Department's share of the cost \$15,500.00.

**APPROVED FOR FUNDS BY FINANCE****AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds to pay the Baltimore Child Abuse Center, Inc.

**MINUTES**

Police Department - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the grant award agreement for Grant award no. GVRG-2011-1640 from the Governor's Office of Crime Control and Prevention. The period of the grant award agreement is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$92,989.00 - 5000-516111-2024-688100-600000

**BACKGROUND/EXPLANATION:**

On July 14, 2010, the Board approved the notification of the grant award for the Gun Violence Reduction Program. The goal of the Gun Violence Reduction Program is to reduce firearm related crimes by supporting the Multi-Jurisdictional Gun Trace Task Force and Baltimore's Gun Offender Registry. This will be achieved through the services of two retired Baltimore City Police Department - Crime Lab contractual employees who examine and trace every firearm recovered in Baltimore and work to reduce the firearms backlog in the laboratory.

This request is for the approval of the agreement for the grant award.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant award agreement for Grant award no. GVRG-2011-1640 from the Governor's Office of Crime Control and Prevention.

**MINUTES**

Bureau of the Budget and -  
Management Research (BBMR)

Carryover of Unexpected  
Appropriations for 2010

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the carryover of unexpended appropriations for Fiscal 2010 for various City agencies.

**BACKGROUND/EXPLANATION:**

On June 30, 2010, the BBMR submitted to the Board a schedule of requests relative to carrying forward unexpended appropriations by various City agencies. Transmitted herewith are final recommendations for carryovers based upon availability of funds.

Unexpended capital project funds and special funds have been carried forward for their original purpose, as is customary. All General Fund appropriations that have been encumbered have been carried forward, and all General Fund appropriations not recommended for carryover have been reverted to fund balance.

To the extent possible and pursuant to the Board's approval, appropriations have been transferred within agency budgets to counteract such deficits in specific budget programs. In those instances where agencies have incurred deficits, these deficits will need to be covered from the Contingent Fund. A schedule of Contingent Fund transfers is attached. It should be noted that \$17,000,000.00 of the Budget Stabilization Reserve was used to assist in avoiding a deficit in the Motor Vehicle Fund. After giving effect to the above carryovers, reserves and transfers, there remains an estimated undesignated General Fund balance of \$2,450,000.00. These are un-audited figures and subject to change.

## MINUTES

BBMR - cont'd

Agency	Account #	Purpose	Agency Request	Category	Recommended
Board of Elections	1001-000000-1800-184500-603050	Rental of Voting Equipment	\$ 925,889	A	\$ 925,889
	<b>Total</b>		<b>\$ 925,889</b>		<b>\$ 925,889</b>
Convention Center	1001-000000-5310-511800-609098	Repair of Facilities	\$ 200,000	A	\$ 200,000
	<b>Total</b>		<b>\$ 200,000</b>		<b>\$ 200,000</b>
City Council	1001-000000-1000-104800-606003	Word Processing Equipment	\$ 90,000	A	\$ -
	1001-000000-1000-104800-606001	Office Equipment	\$ 7,000	A	\$ -
	<b>Total</b>		<b>\$ 97,000</b>		<b>\$ -</b>
M-R: Educational Grants	1001-000000-4460-338300-603XXX	Maryland Cooperative Extension	\$ 50,000	A	\$ -
	<b>Total</b>		<b>\$ 50,000</b>		<b>\$ -</b>
Mayoralty	1001-000000-3500-322000-603XXX	Youth Commission	\$ 6,000	A	\$ 6,000
	<b>Total</b>		<b>\$ 6,000</b>		<b>\$ 6,000</b>
Enoch Pratt Free Library	1001-000000-4501-346500-605040	Books & Equipment: State Library Resource Center	\$ 500,000	B	\$ -
	1001-000000-4501-346500-605040	Books & Equipment: Neighborhood Services	\$ 500,000	B	\$ -
	1001-000000-4501-346500-605040	Computer Equipment	\$ 125,000	B	\$ 125,000
	<b>Total</b>		<b>\$ 1,125,000</b>		<b>\$ 125,000</b>
Health Department	1001-000000-3100-295900-603XXX	School Based Health Centers	\$ 750,000	A	\$ -
	1001-000000-3040-274000-603XXX	Needle Exchange	\$ 276,116	A	\$ -
	1001-000000-3250-316400-603XXX	Human Resource positions related to CARE transition	\$ 140,901	A	\$ -
	1001-000000-3040-274500-603XXX	Health Disparities	\$ 99,222	A	\$ -
	1001-000000-2400-258300-603XXX	Animal Control	\$ 74,815	A	\$ -
	<b>Total</b>		<b>\$ 1,341,054</b>		<b>\$ -</b>
Housing Department	1001-000000-2600-261000-603026	Computer Upgrade	\$ 353,250	B	\$ -
	1001-000000-5920-422300-603026	Dawson House Expansion	\$ 250,000	A	\$ 250,000
	1001-000000-5820-408900-603026	Demolition	\$ 125,000	B	\$ -
	1001-000000-5820-408900-603026	Stabilization	\$ 125,000	B	\$ -
	1001-000000-5920-666300-603026	BRAC	\$ 76,000	A	\$ -
	1001-000000-5920-422199-603051	Live Baltimore Housing	\$ 22,210	A	\$ -
	<b>Total</b>		<b>\$ 951,460</b>		<b>\$ 250,000</b>
M-R: Miscellaneous General Expenses	1001-000000-1220-148000-607001	Family League After School Programs	\$ 3,591,000	A	\$ 3,591,000
	1001-000000-1220-567600-607001	Pre & Post Natal Visiting	\$ 871,000	A	\$ 221,742
	1001-000000-1220-666700-607001	Contract for Pediatric Care	\$ 176,864	A	\$ 176,864
	1001-000000-1220-148900-607001	Experience Corps	\$ 47,600	A	\$ 47,600
	<b>Total</b>		<b>\$ 4,686,464</b>		<b>\$ 4,037,206</b>
MOIT	1001-000000-1470-165810-605003	Hardware, Software, Licensing Related to Security	\$ 701,000	B	\$ 701,000
	1001-000000-1510-167800-605XXX	Software and Hardware for Application Development	\$ 284,136	B	\$ -
	1001-000000-1470-165810-603015	800Mhz Emergency Management System	\$ 325,000	B	\$ 325,000
	1001-000000-1470-165810-605001	Office Equipment/Backup Servers	\$ 176,500	B	\$ -
	1001-000000-1470-165810-603020	Staff Development	\$ 60,000	B	\$ -
	1001-000000-1470-165810-603016	Facility Improvements	\$ 25,000	B	\$ -
	<b>Total</b>		<b>\$ 1,571,636</b>		<b>\$ 1,026,000</b>
Planning	1001-000000-1870-187400-600000	Transform Baltimore (Zoning Code Rewrite)	\$ 155,000	A	\$ 155,000

## MINUTES

Agency	Account #	Purpose	Agency Request	Category	Recommended
	1001-000000-1220-146350-603050	2010 Census- Complete Count Project	\$ 66,500	A	\$ -
	<b>Total</b>		<b>\$ 221,500</b>		<b>\$ 155,000</b>
Public Works	1001-000000-5160-389701-603097	Facility Renovations: NW Transfer Station	\$ 500,000	B	\$ 500,000
	3001-000000-5130-388600-606004	Purchase Equipment: Street Sweepers	\$ 389,685	A	\$ 389,685
	1001-000000-5160-388300-606004	Vector Control positions & equipment	\$ 312,000	B	\$ -
	3001-000000-5130-386200-603026	Downtown Partnership Cleaning & Maintenance	\$ 222,667	A	\$ 222,667
	1001-000000-5160-389701-603097	Equipment Leasing: NW Transfer Station	\$ 200,000	B	\$ 200,000
	3001-000000-5130-386500-606004	Purchase Equipment: Bobcats	\$ 75,000	A	\$ 75,000
	<b>Total</b>		<b>\$ 1,699,352</b>		<b>\$ 1,387,352</b>
Rec & Parks	3001-000000-5050-385300-603XXX	Forestry Contracted Services	\$ 374,000	A	\$ -
	1001-000000-4790-370100-605XXX	Security Equipment	\$ 207,000	B	\$ 207,000
	1001-000000-4800-372400-607001	After School Programs	\$ 187,500	A	\$ -
	1001-000000-4790-370100-601005	Security at Pool Facilities	\$ 328,000	B	\$ 328,000
	1001-000000-4800-371500-603XXX	Recreation Center Maintenance & Repair	\$ 185,000	A	\$ -
	3001-000000-4780-363800-603XXX	Gateway Service Contracts	\$ 150,000	A	\$ -
	3001-000000-4780-363800-604XXX	Supplies for Land Maintenance	\$ 80,000	A	\$ -
	1001-000000-4800-371500-605XXX	Office Machines	\$ 60,000	A	\$ -
	1001-000000-4800-372000-605XXX	Custodial Supplies	\$ 58,800	B	\$ -
	1001-000000-4710-362500-605XXX	Data Processing Equipment	\$ 45,000	A	\$ -
<b>Total</b>		<b>\$ 1,675,300</b>		<b>\$ 535,000</b>	
	<b>Grand Total</b>		<b>\$14,550,655</b>		<b>\$ 8,647,447</b>

Category A = Funds originally appropriated for such a purpose

Category B = Funds **NOT** originally appropriated for such purpose

2010 FISCAL YEAR  
CONTINGENT FUND

RECOMMENDED TRANSFERS

Preliminary Balance June 30, 2010 \$759,892.00

Recommended Transfers:

Legislative Reference \$ 24,959.00

Final Balance June 30, 2010 \$734,933.00

UPON MOTION duly made and seconded, the Board approved the carryover of unexpended appropriations for Fiscal 2010 for various City agencies. The President **ABSTAINED**.

**MINUTES**

Department of Housing and - Head Start Amendment to Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Head Start amendment to agreement with Metro Delta Head Start, Inc., delegate agency for the Metro Delta Head Start Program. The period of the agreement is July 1, 2010 through September 1, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$66,004.00 - 4000-486310-6050-516399-603051

**BACKGROUND/EXPLANATION:**

On July 22, 2009, the Board approved a two-month advance of funds, in the amount of \$241,890.00, to the Baltimore Metropolitan Alumnae Chapter of Delta Sigma Theta Sorority, Inc., delegate agency for the Metro Delta Head Start Program. The organization provides Head Start services for 210 children and their families in Baltimore City.

On September 23, 2009, the Board approved an agreement, in the amount of \$1,209,452.00, with the Baltimore Metropolitan Alumnae Chapter of Delta Sigma Theta Sorority, Inc. to provide Head Start services.

Under the terms of this amendment to agreement, the funds will be used to cover a projected operating deficit for the 2010 program year.

The amendment to agreement is late because additional time was needed for review of the organization's new name and Certification of Good Standing with the Maryland State Department of Assessment and Taxation. Metro Delta Head Start was previously named the Baltimore Metropolitan Alumnae Chapter of Delta Sigma Theta Sorority, Inc. This name was not a registered legal entity with the Maryland Department of Assess-

MINUTES

DHCD - cont'd

ment and Taxation. Therefore, the organization was not able to enter into a contractual agreement with the Baltimore City Head Start Program. On May 14, 2010, the Baltimore Metropolitan Alumnae Chapter of Delta Sigma Theta Sorority, Inc. registered under the legal entity of Metro Delta Head Start, Inc. and have submitted documentation to the Baltimore City Law Department.

**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 amendment to agreement with Metro Delta Head Start, Inc. The Mayor **ABSTAINED**.

\* \* \* \* \*

President: "There being no further business before the Board, we will recess until Bid Opening at 12:00 noon."

**MINUTES**

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

**BIDS, PROPOSALS AND CONTRACT AWARDS**

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

Department of Transportation

- TR 10005, Uplands  
Redevelopment Mass Grading &  
Infrastructure  
**BIDS TO BE RECV'D: 08/18/2010**  
**BIDS TO BE OPENED: 08/18/2010**

Department of Transportation

- TR 10011R, Conduit System  
Repairs at Various Locations  
Citywide (JOC)  
**BIDS TO BE RECV'D: 08/25/2010**  
**BIDS TO BE OPENED: 08/25/2010**

## 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:

Dept. of Recreation & Parks

-RP 10813, St. Mary's Park  
Renovation

---

Allied Contractors, Inc.  
Mirabile Construction Co., Inc.  
Bensky Construction Co., LLC

Dept. of General Services

-PB 09829, Elevator Upgrade  
and Modernization at  
Courthouse East-111 N.  
Calvert St.

---

Delaware Elevator\*  
Nichols Contracting, Inc.\*\*  
Stratos Elevator, Inc.  
Elevator Control Service

Bureau of Purchases

-B50001505, Provide Pickup &  
Payment for Unclean Brass  
Water Meters

---

United Iron & Metal, LLC  
Always Recycling, LLC  
Cambridge Iron & Metal  
The Dirt Express Company

Bureau of Purchases

-B50001513, Provide Integrator  
Software and Hosting Services

---

Adsystem, Inc.

## MINUTES

Bureau of Purchases-B50001552, Nitrogen Tire  
Inflation Systems

J.G. Parks & Sons, Inc.  
 Myers Tire Supply  
 LBS Corporation\*\*\*  
 Porter Associates, Inc.  
 Ferguson Corporation  
 Hiko, Inc.  
 Mainline Automotive Parts Corp.  
 Cummings Wagner  
 Industrial & Technological

Bureau of Purchases-B50001573, Sulfur Dioxide  
Liquid In One Ton Containers

GTS - Welco  
 Univar USA, Inc.

Comm. on Historic & Architectural -President Street Station  
Preservation Proposal

Eastern National Principal Off.

\*UPON FURTHER MOTION, the Board found the bid of Delaware Elevator **NON-RESPONSIVE** because of the company's failure to submit a duplicate bid as required in the bid instructions.

\*\*UPON FURTHER MOTION, the Board found the bid of Nichols Contracting, Inc. **NON-RESPONSIVE** because of the company's failure to submit an entire bid book and bid price as required in the bid instructions.

\*\*\*UPON FURTHER MOTION, the Board found the bid of the LBS Corporation **NON-RESPONSIVE** because of the company's failure to submit the signed affidavits, bid information, insurance information, and addenda.

## MINUTES

\* \* \* \* \*

There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, August 18, 2010

A handwritten signature in black ink that reads "Joan M. Pratt, CPA". The signature is written in a cursive style with a large initial 'J'.

JOAN M. PRATT  
Secretary