

MINUTES**REGULAR MEETING**

Bernard C. "Jack" Young, President
Stephanie Rawlings-Blake, Mayor
Joan M. Pratt, Comptroller and Secretary
George A. Nilson, City Solicitor
Alfred H. Fox, 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**BOARDS AND COMMISSIONS**1. Prequalification of Contractors

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

Abhe & Svoboda, Inc.	\$ 93,096,000.00
Brecknock Builders, LLC.	\$ 1,500,000.00
Chevy Chase Contractors, Inc.	\$ 8,000,000.00
Gray & Son, Inc.	\$205,578,000.00
Kokosing Construction Company, Inc.	\$295,911,000.00
R&R Contracting Utilities, Inc.	\$ 1,500,000.00

2. Prequalification of Architects and Engineers

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

Gant Brunnett, Architects, Inc.	Architect
Ruxton Design Corporation	Engineer Survey

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.

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

The Board is requested to approve and authorize execution of a lease agreement with the Bottling Group, LLC, lessee, for the rental of approximately 1.056 acres located at 1652 Union Avenue (Block 3752, Lot 27A). The period of the agreement is September 1, 2010 through August 31, 2015 with an option to renew for three additional 5-year terms.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>	
\$16,500.00	\$1,375.00	(Years 1-5)

BACKGROUND/EXPLANATION:

The lessee will use the leased premises for use as a parking lot for employees, guests and patrons of the lessee.

The lessee accepts the property in its "as is" condition; and all improvements must be approved by the landlord, the State Highway Administration and the Federal Highway Administration.

Under no circumstances will lessee be allowed to store flammable, explosive or hazardous materials. Lessee will at its cost be responsible for piers, columns, and keep utilities in good condition. The lessee will be responsible for insurance, maintenance, janitorial, repairs, real property taxes, and snow removal.

The Space Utilization Committee approved this lease at its meeting on August 24, 2009.

(FILE NO. 57165)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with the Bottling Group, LLC, lessee, for the rental of approximately 1.056 acres located at 1652 Union Avenue (Block 3752, Lot 27A).

MINUTES

Department of Real Estate - Contract of Sale, SCOPE Project

The Board is requested to approve and authorize execution of the contract of sale for below listed property.

<u>Purchaser</u>	<u>Property</u>	<u>Sale Price</u>
LIOUDMILA SOKOLOVA	2110 MOUNT ROYAL TERRACE	\$20,000.00

The purchaser agrees to complete the renovation of the property and obtain a Certificate of Occupancy no later than 18 months from the date of settlement.

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

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

(FILE NO. 56663)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the contract of sale for the foregoing property.

MINUTES

Space Utilization Committee - Transfer of Jurisdiction

ACTION REQUESTED OF B/E:

The Board is requested to approve the transfer of jurisdiction for the property located at 1515 N. Caroline Street (Block 1125, Lot 8) and 1606 E. Lanvale Street (Block 1109, Lot 26) from the inventory of the Department of Real Estate to the inventory of the Department of Housing and Community Development (DHCD).

BACKGROUND/EXPLANATION:

The properties were acquired through tax sale foreclosure. The properties are currently being offered for sale and will be awarded through the DHCD's Office of Real Property Disposition.

The Space Utilization Committee approved this transfer of jurisdiction at its meeting on August 24, 2010.

(FILE NO. 56665)

UPON MOTION duly made and seconded, the Board approved and authorized the transfer of jurisdiction for the property located at 1515 N. Caroline Street (Block 1125, Lot 8) and 1606 E. Lanvale Street (Block 1109, Lot 26) from the inventory of the Department of Real Estate to the inventory of the Department of Housing and Community Development.

MINUTES

Space Utilization Committee - Transfer of Jurisdiction

ACTION REQUESTED OF B/E:

The Board is requested to approve the transfer of jurisdiction for the below listed 15 properties from the inventory of the Department of Real Estate to the inventory of the Department of Housing and Community Development (DHCD).

Block Lot	Address	Neighborhood
3341 006	3811 PARK HEIGHTS AVENUE	GREENSPRING
1555 092	1103 N. PORT STREET	MILTON-MONTFORD
1555 091	1105 N. PORT STREET	MILTON-MONTFORD
1555 071	1106 N. PORT STREET	MILTON-MONTFORD
1555 090	1107 N. PORT STREET	MILTON-MONTFORD
1555 072	1108 N. PORT STREET	MILTON-MONTFORD
1555 073	1110 N. PORT STREET	MILTON-MONTFORD
1555 088	1111 N. PORT STREET	MILTON-MONTFORD
1555 074	1112 N. PORT STREET	MILTON-MONTFORD
1555 087	1113 N. PORT STREET	MILTON-MONTFORD
1555 086	1115 N. PORT STREET	MILTON-MONTFORD
1555 077	1118 N. PORT STREET	MILTON-MONTFORD
1555 078	1120 N. PORT STREET	MILTON-MONTFORD
1555 079	1122 N. PORT STREET	MILTON-MONTFORD
1555 082	1123 N. PORT STREET	MILTON-MONTFORD

BACKGROUND/EXPLANATION:

The 15 properties were acquired through tax sale foreclosure. The properties are currently being offered for sale and will be awarded through the DHCD's Office of Real Property Disposition.

MINUTESSpace Utilization Committee - cont'd

The Space Utilization Committee approved this transfer of jurisdiction at its meeting on August 24, 2010.

(FILE NO. 56665)

UPON MOTION duly made and seconded, the Board approved and authorized the transfer of jurisdiction for the foregoing listed 15 properties from the inventory of the Department of Real Estate to the inventory of the Department of Housing and Community Development.

MINUTES

Department of Audits - TRANSFER OF LIFE-TO-DATE
SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Beverly Reich.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

<u>NAMES</u>	<u>DAYS</u>
Gail F. Adams	7
Jack P. Evans	6
Sharon Lockley	5
Michael Maguire	5
Robert L. McCarty	<u>7</u>
TOTAL	30

APPROVED FOR FUNDS BY FINANCE

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

UPON MOTION duly made and seconded, the Board approved and authorized the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Beverly Reich.

MINUTESPolice Department - Grant Agreements

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

1. **NEIGHBORHOOD FOOT PATROL PROGRAM** **\$2,763,600.00**

Account: 5000-511211-2010-211000-600000

The Department received a grant from the GOCCP for the Neighborhood Foot Patrol Program. The funds will be used to pay the salaries, overtime, and fringe benefits for 34 Police Officers to be assigned to foot patrol posts throughout Baltimore City.

2. **CLINICAL CASE MANAGER** **\$ 34,992.00**

Account: 5000-515911-2252-691000-601009

The Department received a grant from the GOCCP for Clinical Case Manager. The funds will be used to support the salary for one part-time employee who will focus on properly assessing the needs of relocated crime victims and witnesses, connecting them to needed services and improving coordination and communication among agencies.

3. **VIOLENT CRIME REDUCTION** **\$2,454,422.00**

Account: 5000-511511-2010-211500-600000

The Department received a grant from the GOCCP for the Violent Crime Reduction - Drug Interdiction Initiative. This program combats violent crime and drug related violence. The funds will be used to support the salaries, overtime, and fringe benefits and FICA for seven Detective/Sergeants and 21 Detective/Officers.

MINUTES

Police Department - cont'd

4. **NEIGHBORHOOD COMMUNITY POLICING PROGRAM** **\$1,974,000.00**

Account: 5000-511411-2010-517300-600000

The Department received a grant from the GOCCP for the Neighborhood Community Policing Program initiative. This program creates and supports neighborhood-based block watch and citizen patrol programs. The funds support the salaries, overtime pay, fringe benefits and FICA for 25 Neighborhood Services Officers.

The grant agreements are late because notification of the awards was recently received from the GOCCP.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing grant agreements with the Governor's Office of Crime Control and Prevention.

MINUTES

Office of the State's Attorney - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with the Community Mediation Program, Inc. The period of the MOU is July 1, 2010 through June 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$57,500.00 - 6000-602511-1151-137700-603026

BACKGROUND/EXPLANATION:

The mission of the Community Mediation Program is to reduce interpersonal conflict, community violence, and animosity by increasing the use of non-violent conflict resolution and by making the conflict resolution more accessible in Baltimore City. The Office of the State's Attorney has been in partnership with the Community Mediation Program, Inc. for over three years.

The MOU is late because negotiations with the provider and the review process lasted longer than anticipated.

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 memorandum of understanding (MOU) with the Community Mediation Program, Inc.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

3058 - 3063

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation (BDC)</u>		
1. \$ 82,102.00 22 nd EDF	9910-904115-9600 Constr. Res. West Side Initiative	9910-905825-9603 West Side Downtown

This transfer will provide funds to EBA Engineering and the Department of General Services for the demolition of the existing structures at 412-414 Park Avenue, which is located in the Market Center Urban Renewal Area.

2. \$ 63,880.00 22 nd EDF	9910-904115-9600 Constr. Res. West Side Initiative	9910-905825-9603 West Side Downtown
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This transfer will provide funds to EBA Engineering and the Department of General Services for the demolition of the existing structures at 612 N. Howard Street, which is located in the Market Center Urban Renewal Area.

3. \$ 63,880.00 22 nd EDF	9910-904115-9600 Constr. Res. West Side Initiative	9910-905825-9603 West Side Downtown
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This transfer will provide funds to EBA Engineering and the Department of General Services for the demolition of the existing structures at 890 Linden Avenue, which is located in the Market Center Urban Renewal Area.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BDC</u> - cont'd		
4. \$ 20,194.55 M&CC	9911-903859-9600 Constr. Res. BDC Economic Dev.	9910-905852-9601 Economic Dev. Incentives
366.46 M&CC	9910-902483-9600 Constr. Res. S. Balto. Ind. & Coml. Dev.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
399.00 M&CC	9910-903354-9600 Constr. Res. W. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
494.92 M&CC	9910-904115-9600 Constr. Res. West Side Initiative	9910-905825-9603 West Side Downtown
724.44 M&CC	9910-904982-9600 Constr. Res. Coml. Rev. Program	9910-902879-9601 Coml. Rev.
6,211.06 M&CC	9910-905575-9600 Constr. Res. E. Balto. Ind. & Coml. Dev.	9910-906575-9601 E. Balto. Ind. & Coml. Dev.
519.34 21 st EDF	9910-902873-9600 Constr. Res. Brownsfield Incentive Fund	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
12,734.00 21 st EDF	9910-905575-9600 Constr. Res. E. Balto. Ind. & Coml. Dev.	9910-906575-9601 E. Balto. Ind. & Coml. Dev.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BDC - cont'd</u>		
265.00 22 nd EDF	9910-903354-9600 Constr. Res. W. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
35,797.34 22 nd EDF	9910-904115-9600 Constr. Res. West Side Initiative	9910-905825-9601 West Side Downtown
1,950.00 22 nd EDF	9910-904982-9600 Constr. Res. Coml. Rev. Program	9910-902879-9601 Coml. Rev.
<hr/>		
\$ 79,656.11		

This transfer will provide funds to reimburse the BDC for eligible capital expenses for the month ending May 31, 2010.

Department of Recreation and Parks

5. \$ 10,000.00 R&P 24 th Series	9938-904746-9475 Reserve Park & Playgrounds Renovation FY08	
30,000.00 State	" "	
<hr/>		
\$ 40,000.00	-----	9938-901746-9474 Active Park & Playgrounds Renovation FY08

This transfer will provide funds to cover the costs associated with design services under On-call Contract No. 1066, Task #28 to Hord Coplan Macht, Inc.

MINUTES**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks - cont'd</u>		
6. \$ 20,000.00	9938-913001-9475	9938-905805-9474
State	Reserve	Active
	Unallotted	Park Heights Jack Paulson Park Renovation

This transfer will provide funds to cover the costs associated with design services under On-call Contract No. 1066, Task #27 to Hord Coplan Macht, Inc.

7. \$ 25,000.00	9938-902750-9475	9938-901750-9474
State	Reserve	Active
	Park Building Renovation FY08	Park Building Renovation FY08

This transfer will provide funds to cover the costs associated with design services under On-call Contract No. 1066, Task #26 to Hord Coplan Macht, Inc.

8. \$ 22,000.00	9938-908764-9475	9938-907764-9474
R&P 24 th Series	Reserve	Active
	Park & Playgrounds Renovation FY09	Park & Playgrounds Renovation FY09

This transfer will provide funds to cover the costs associated with design services under On-call Contract No. 1065, Task #20 to Mahan Rykiel Associates, Inc.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks - cont'd</u>		
9. \$ 7,500.00	9938-903792-9475	
R&P 25 th Series	Reserve	
	Park Rehabilitation	
	Program	
22,500.00	" "	
State		
<u>\$ 30,000.00</u>	-----	9938-904792-9474
		Active
		Park
		Rehabilitation
		Program FY10

This transfer will provide funds to cover the costs associated with design services under On-call Contract No. 1064, Task #30 to Greenman-Pedersen, Inc.

10. \$ 37,000.00	9938-904757-9475	9938-901751-9474
MVR	Reserve	Active
	Herring Run	Herring Run
	Greenway Phase I	Greenway Phase I

This transfer will provide funds to cover the costs associated with design services under On-call Contract No. 1064, Task #31 to Greenman-Pedersen, Inc.

MINUTES**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
11. \$ 400,000.00	9910-902985-9587	9910-993001-9588
29 th Comm. Dev.	Special Capital Projects	Project Staff Cost

This transfer will provide funding for direct project staff cost. Project staff cost are now charged to the individual project accounts limiting the amount of funds available for project cost such as acquisitions and relocations.

12. \$6,000,000.00	9910-901933-9587	9910-906728-9588
29 th CDB	Uplands Reserves	Uplands - New Psalmist

This transfer will provide funds to assemble parcels required to implement Uplands Master Plan and will allow the City to meet the funding commitment of the Sales Contract with the New Psalmist Baptist Church (NPBC). The City structured a deal which included the rights to purchase the title and interest of the Church properties in exchange for two parcels at Seton Business Park and \$14,150,000.00 to be paid in installments to a joint escrow account completing the sale in 2010. The City took title to the Gundry Glass and Wickham properties in 2006 while the NPBC took possession of the Seton Business Park parcels. It was agreed that once construction of the new NPBC facilities were completed that the City would take possession of the NPBC church site located at Old Frederick Road. The closing is scheduled for October 22, 2010.

(FILE NO. 55993A)

MINUTES

Baltimore Development - Relocation Payment
Corporation (BDC)

ACTION REQUESTED OF B/E:

The Board is requested to approve the second and final relocation payment to Virgo II, of 443-447 Oldtown Mall.

AMOUNT OF MONEY AND SOURCE:

\$16,787.10 - 9910-902879-9601 - 22nd EDF

BACKGROUND/EXPLANATION:

The BDC purchased 443-447 Oldtown Mall to be included in the Disposition Lot 25B land assembly in accordance with the Oldtown Urban Renewal Plan. As a result it is necessary to relocate the business from this property.

On August 26, 2009 the Board approved the move and search costs for Virgo II in the amount of \$33,025.00. The second and final claim in the amount of \$16,787.10 is for the cost to re-establish Virgo II at its new location, 3101 Erdman Avenue. This figure was provided by Diversified Property Services, the company with whom the BDC contracted to assist in the relocation process.

The relocation of the business at 443-447 Oldtown Mall is essential to the land assembly needed for the Oldtown Mall Redevelopment project. This project will include a full-service grocery store, additional retail, and some residential property.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$16,787.10 22 nd EDF	9910-904982-9600 Constr. Res. (Coml. Rev. Program)	9910-902879-9601 Commercial Revitalization

MINUTES

BDC - cont'd

This transfer of funds is for the business relocation expenses of Virgo II from 443-447 Oldtown Mall which is necessary because the City has acquired this property as part of the land assembly needed for the redevelopment of Oldtown Mall. On August 26, 2009, the Board approved the move and search cost for Virgo II in the amount of \$33,025.00. This transfer will provide the funds to cover the cost of the second and final claim for \$16,787.10. The funds are for the cost to re-establish Virgo II at its new location. This figure was provided to the BDC by Diversified Property Services, the company with whom the BDC has contracted to assist us in this relocation process

(In accordance with Charter requirements, a report has been requested from the Planning Commission, the Director of Finance having reported favorably thereon.)

(FILE NO. 56669)

UPON MOTION duly made and seconded, the Board approved the second and final relocation payment to Virgo II, of 443-447 Oldtown Mall. The transfer of funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the Provisions of the City Charter.

MINUTES

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:

3069 - 3070

All of the EWOs had been reviewed and approved
by the Department of Audits, CORC,
and MWBOO, unless otherwise indicated.
The Transfer of Funds was approved
SUBJECT to receipt of a favorable report
from the Planning Commission,
the Director of Finance having reported favorably
thereon, as required by the provisions
of the City Charter. The Mayor **ABSTAINED** on
item no. 3. The President
ABSTAINED on item no. 4.

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

1. EWO #004, \$51,646.14 - TR 05303, Resurfacing Hilton Street
from Frederick Avenue to Mulberry Street
\$843,765.61 \$ 51,579.38 Machado Construc- - -
tion Co., Inc.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$101,592.35	9950-902217-9507	9950-901529-9506-2
Federal	Constr. Reserve	Contingencies -
	Harris Creek	Resurfacing Hilton
		Street from
		Frederick Avenue to
		Mulberry Street

This transfer will provide funds to clear the existing deficit in the account and cover costs associated with Change Order No. 4 on Project TR 05303 to Machado Construction Co., Inc.

Department of General Services

3. EWO #011, \$129,233.79 - PB 06816, Convention Center Roof
Terrace Renovation
\$1,969,247.00 \$186,265.74 National Roofing 0 99%
Co., Inc.

MINUTES**EXTRA WORK ORDERS**

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

Bureau of Water & Wastewater

- | | | | | |
|----|---|----------------------------|----|-----|
| 4. | EWO #001, \$0.00 - WC 1189, Replacement of Wash Water Pumps
at Montebello Filtration Plant No. 2 | | | |
| | \$ 284,700.00 - | EMH Environmental,
Inc. | 45 | 80% |

MINUTESLaw Department - Opinion - Request for Refund of Real Property Taxes

The Board is requested to approve a refund of real property taxes for Mr. Warren Hargrove, claimant, for his property at 5915 Daywalt Avenue.

It is the opinion of the Law Department that Mr. Hargrove meets the qualifications for a real property tax exemption of a disabled veteran, and that Mr. Hargrove is eligible to receive a refund of taxes paid because he was honorably discharged from the armed services, declared by the Veteran's Administration to have a permanent 100% service connected disability, and resided in a single family dwelling during the period in question. It has been determined that Mr. Hargrove is entitled to a refund of real property taxes, which were paid as follows:

<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
5915 Daywalt Avenue	2009/2010	\$1,800.80
	2008/2009	1,728.42
	2007/2008	<u>1,663.78</u>
	Total Refund	\$5,193.00

Mr. Hargrove filed his application on July 29, 2010.

Pursuant to the Tax Property Article, Section 208(h)(2) it is required that interest shall be paid at the rate the county or municipal corporation charges on overdue taxes and that the interest shall accrue from the date the application is filed with the county or municipal corporation, if the refund is not paid within 60 days of the application. In order to avoid interest being paid, each claimant's application for a refund must be made within 60 days of the application.

UPON MOTION duly made and seconded, the Board approved the refund of real property taxes for Mr. Warren Hargrove, claimant, for his property at 5915 Daywalt Avenue.

MINUTES

Department of Transportation - Funding Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a funding agreement with Coppin State University.

AMOUNT OF MONEY AND SOURCE:

\$163,000.00 - 3001-000000-2330-255600-6000000

BACKGROUND/EXPLANATION:

The purpose of this funding agreement is a result of a request for the design and installation of a new traffic signal at the intersection of Gwynns Falls and Tioga Parkway.

The City will provide the necessary equipment, supplies and materials required by accepted engineering and construction practices to ensure that the installation of the traffic signal is up to City standards.

Coppin State University has agreed to fund the cost of this project, plus any ancillary costs and expenses pursuant to the agreement.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(FILE NO.)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the funding agreement with Coppin State University.

MINUTES

Department of Transportation - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with the Maryland Department of Transportation acting for and on behalf of the State of Maryland by and through the State Highway Administration (SHA).

AMOUNT OF MONEY AND SOURCE:

\$800,000.00 - 9950-902398-9508-000000-490360 (Federal)

BACKGROUND/EXPLANATION:

In order to support the State Center redevelopment, the SHA desires to design intersection and approach improvements at the intersection of Howard Street at Martin Luther King, Jr. Boulevard and Read Street.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding (MOU) with the Maryland Department of Transportation acting for and on behalf of the State of Maryland by and through the State Highway Administration (SHA).

MINUTES

Department of Transportation - Partial Release of Retainage
Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a partial release of retainage agreement to Monumental Paving & Excavating, Inc. for Contract No. TR 06012R.

AMOUNT OF MONEY AND SOURCE:

\$781,273.64 - 9950-904166-9527-000000-200001

BACKGROUND/EXPLANATION:

All work on Contract No. TR 06012R is substantially completed, except items on the punch list. The contractor has requested a partial release of retainage in the amount of \$781,273.64. The remaining \$100,000.00 is sufficient to protect the interests of the City.

MBE/WBE PARTICIPATION:

Monumental Paving & Excavating, Inc. has demonstrated a good faith effort towards achieving both the MBE and WBE goals.

MWBOO APPROVED THE RELEASE

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 partial release of retainage agreement to Monumental Paving & Excavating, Inc. for Contract No. TR 06012R.

MINUTES

Department of Transportation - Notification of Grant Award
and Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of Supplemental DUI Grant Funds and agreement with the State Highway Administration (SHA), Maryland Highway Safety Office.

AMOUNT OF MONEY AND SOURCE:

\$15,000.00 - 4000-418210-2390-258200-604014

BACKGROUND/EXPLANATION:

The Department's Traffic Division, due to a recent reorganization of the agency, manages the Traffic Safety Program which was previously administered by the Department's Safety Division. This program deals with safe driver, biking, and pedestrian behaviors in the City and includes a partnership with the Police Department which provides enforcement during planned activities. Enforcement activities such as impaired driving, occupant protection and aggressive and distracted driving, as well as older and younger drivers are addressed through this program. The Department is in receipt of notification of supplemental grant funds in the amount of \$15,000.00. The funds are contingent on a number of financial, administrative, and outcome oriented conditions.

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 Supplemental DUI Grant Funds and agreement with the State Highway Administration (SHA), Maryland Highway Safety Office.

MINUTES

Department of Transportation - Funding Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Funding Agreement with Hull Point, LLC. The period of the agreement is effective upon Board approval through April 30, 2011 with the option to renew for one 1-year period.

AMOUNT OF MONEY AND SOURCE:

\$157,500.00 - 6000-617410-2340-591800-406001

BACKGROUND/EXPLANATION:

The City by contract with Harbor Boating, Inc. operates two Commuter Water Taxi Point-to-Point Services. The two routes are the Maritime Park Route (between Fredrick Douglass/Isaac Myers Maritime Park and Tide Point) and the Canton Route (between Canton Waterfront Park and Tide Point) - collectively known as the Harbor Connector.

Hull Point, LLC has agreed to partially fund this Commuter Taxi Service in the amount of \$157,500.00, in lieu of providing its own water shuttle service.

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 Funding Agreement with Hull Point, LLC.

MINUTES

Bureau of Solid Waste - Agreement for Downtown
Partnership Management District

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$190,000.00 - 1001-000000-5132-386200-603026
150,000.00 - 3001-000000-5132-386200-302026
\$340,000.00

BACKGROUND/EXPLANATION:

The Downtown Partnership has provided the workforce to perform cleaning services in various areas of the Downtown Business District for several years. However, the previous agreements with the Downtown Partnership expired on June 30, 2009. Although the agreements contained renewal options for two additional one-year terms, the Bureau of Solid Waste was unable to renew the agreement because of a reduction in FY-10 funding for the agreements.

Nevertheless, the Bureau of Solid Waste and the Downtown Partnership would like to continue their affiliation. Therefore, a new agreement with the option to renew for an additional one-year term is requested.

MINUTES

Bureau of Solid Waste - cont'd

This request is late because the account numbers for the source of funds had not been established.

MWBOO GRANTED A WAIVER

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the Downtown Partnership of Baltimore, Inc. The Mayor **ABSTAINED** on this item.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

1. WINDSOR INDUSTRIES	\$10,929.40	Low Bid
Solicitation No. B50001557 - Chariot iVacuum Deluxe with Battery - Convention Center - Req. No. R550234		

2. FISHER SCIENTIFIC	\$11,218.87	Low Bid
Solicitation No. B50001569 - Laboratory Supplies - Health Department - Req. No. R550901		

The period of the award is August 25, 2010 through August 24, 2011, with two one-year renewal options.

3. COLE MEDICAL, INC.	\$13,668.21	Only Bid
Solicitation No. B50001574 - Clinic Supplies - Health Department - Req. No. R551128		

The period of the award is August 25, 2010 through August 24, 2011, with two one-year renewals.

4. PRAXAIR DISTRIBUTION MID-ATLANTIC	\$10,000.00	Low Bid
Solicitation No. B50001602 - Bottled Air and Gas - Police Department - Req. No. R555064		

The period of the award is September 1, 2010 through August 31, 2011.

5. STEWART STAFFING SUPPORT SERVICES, INC.	\$20,136.00	Low Bid
Solicitation No. B50001601 - Vehicle Laptop/Tough-book Computers - Fire Department - Req. No. R553497		

6. LYNN PEAVEY COMPANY	\$ 9,000.00	Low Bid
Solicitation No. B50001600 - Evidence Tape - Police Department - Req. No. R552781		

The period of the award is September 1, 2010 through August 31, 2011 with five 1-year renewal options.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 7. | <u>USA BLUEBOOK</u> | <u>\$20,000.00</u> | <u>Low Bid</u> |
| | Solicitation No. 07000 - Various Tools and Parts - Department of Public Works - Req. No. R555724 | | |

The period of the award is September 1, 2010 through August 31, 2011.

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|----|---|--------------------|--------------------|
| 8. | <u>IDEXX DISTRIBUTION, INC.</u> | <u>\$ 5,850.00</u> | <u>Sole Source</u> |
| | Solicitation No. 08000 - Idexx Products - Department of Public Works - Req. No. R550926 | | |

The vendor is the sole source supplier of these products needed to perform microbiological analysis of water samples.

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| 9. | <u>TEVA PHARMACEUTICALS</u> | <u>\$10,000.00</u> | <u>Renewal</u> |
| | Solicitation No. 08000 - Plan B Emergency Contraceptives - Health Department - Req. No. R555246 | | |

On September 2, 2009, the Board approved the initial award in the amount of \$10,000.00. The award contained three 1-year renewal options at the sole discretion of the City. This renewal in the amount of \$10,000.00 is for the period September 1, 2010 through August 31, 2011, with two 1-year renewal options remaining.

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| 10. | <u>EXCELSIOR BLOWER SYSTEMS, INC.</u> | <u>\$14,560.00</u> | <u>Sole Source</u> |
| | Solicitation No. 08000 - Cyclo Blower - Department of Public Works - Req. No. R555158 | | |

The vendor is the sole authorized representative for supplying the required OEM parts.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 11. CORRECT RX PHARMACY SERVICES, INC. | \$ 9,684.23 | Low Bid |
| Solicitation No. B50001591 - Various Medications - Health Department - Req. No. R550964 | | |

The period of the award is September 1, 2010 through August 31, 2011, with two 1-year renewal options.

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|--|-------------|---------|
| 12. F.L. ANDERSON COMPANY | \$10,000.00 | Low Bid |
| Solicitation No. B50001605 - Fire Hose Repair - Fire Department - Req. No. R555024 | | |

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|--|-------------|---------|
| 13. LABORATORY SUPPLY DISTRIBUTORS BIOTECH SOLUTIONS | \$23,640.00 | Low Bid |
| Solicitation No. B50001590 - Vials and Caps - Police Department - Req. No. R552769 | | |

The period of the award is September 1, 2010 through August 31, 2011.

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|--|-------------|----------------------|
| 14. VERIZON BUSINESS | \$22,248.52 | Cooperative Contract |
| State Contract Member No. GON-21202-01 - Internet 3xT1 Upgrade - Mayor's Office of Employment Development - Req. No. R554600 | | |

This vendor provides service for the data circuits for the Internet through the MiCTA Participation Contract Member No. GON 21202-01. The period of the award is September 1, 2010 through September 31, 2011.

(FILE NO. 55899)

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 19. | <u>SHI</u> | <u>\$21,298.96</u> | <u>Low Bid</u> |
| | Solicitation No. 07000 - Exchange Update Project - Mayor's Office of Information Technology - Req. No. R553432 | | |
| 20. | <u>SHI</u> | <u>\$ 9,841.94</u> | <u>Low Bid</u> |
| | Solicitation No. 07000 - Exchange Server Upgrade - Mayor's Office of Information Technology - Req. No. R553843 | | |
| 21. | <u>QIAGEN, INC.</u> | <u>\$ 53,977.60</u> | <u>Sole Source</u> |
| | Solicitation No. 08000 - DNA Investigator Kits - Police Department - Req. No. R555407 | | |

Qiagen, Inc. is the manufacturer and sole distributor of these kits, which must be compatible with the automated equipment currently in use by the Trace Evidence Unit.

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

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|-----|--|---------------------|--------------------|
| 22. | <u>PROMEGA CORPORATION</u> | <u>\$321,390.00</u> | <u>Sole Source</u> |
| | Solicitation No. 08000 - DNA Amplification Kits - Baltimore City Police Department - Req. Nos. R544864 and R555744 | | |

The vendor is the manufacturer and sole distributor of these kits, which must be compatible with the equipment currently in use by the Trace Evidence Unit.

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>
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Bureau of Purchases

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| 23. WEST GOVERNMENT SERVICES, LLC | \$ 96,000.00 | Sole Source |
| Solicitation No. 08000 - CLEAR Lead Evaluation Software Licenses - Police Department - Req. No. R554078 | | |

CLEAR is a system linking the Baltimore City Police Department to criminal information throughout the country. The vendor is the sole provider of this proprietary system currently being used by the Police Department.

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

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| 24. PRIORITY DISPATCH | \$255,510.00 | Sole Source |
| Solicitation No. 08000 - Communications Equipment - Police Department - Req. No. R544431 | | |

The Board is requested to approve and authorize execution of an agreement with Priority Dispatch. The period of the agreement is September 1, 2010 for 18 months.

The vendor was chosen by the State of Maryland and its protocols are used exclusively by the 911 Centers throughout the State. Priority Dispatch is the sole vendor capable of providing the necessary software, training, and maintenance to Baltimore City's Police and Fire Departments. Funding is being provided by the State of Maryland Emergency Number Systems Board.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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

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| 25. APPLIED BIOSYSTEMS | \$295,900.00 | Sole Source |
|------------------------|--------------|-------------|
- Solicitation No. 08000 - DNA Instrument Maintenance and Reagents - Police Department - Req. Nos. R555418 and R555530

The vendor is the manufacturer and sole provider of maintenance and specific reagents which must be compatible with the equipment currently in use by the Police Department's DNA Unit.

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

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| 26. PRESIDIO NETWORKED SOLUTIONS, INC. | \$ 43,477.20 | Sole Source |
|--|--------------|-------------|
- Solicitation No. 08000 - Maintenance and Support of Nortel Equipment - Enoch Pratt Free Library - Req. No. R551101

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

The vendor is the sole provider of software maintenance and support for existing Nortel equipment installed at the Enoch Pratt Free Libraries.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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

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| 27. FUTURE CARE HOMEWOOD PROPERTIES, LLC | \$326,511.96 | Increase |
| Solicitation No. 08000 - Annual Rent - Department of Housing and Community Development - Req. No. R556181 | | |

On July 18, 2007, the Board approved the original five-year lease agreement with Future Care Homewood Properties, LLC. The agreement contained renewal options at the sole discretion of the City. Subsequent actions have been approved. This increase in the amount of \$326,511.96 will fund the fourth year of the agreement making the award amount \$1,166,101.28. The contract expires on June 30, 2011.

UPON MOTION duly made and seconded, the Board approved the foregoing informal awards and increases and extensions to contracts. The Board also approved and authorized execution of the agreement with Priority Dispatch. The Board further approved and authorized execution of the agreement with Presidio Networked Solutions, Inc. The Mayor **ABSTAINED** on item no. 1. The President **ABSTAINED** on items no. 19 and 20.

MINUTESDepartment 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. 1715 Aliceanna St.	ILA Local No. 953 Holding Company, Inc.	One cornice sign 7.54 sq. ft., two gooseneck lamps, two spot reflec- tors
Annual Charge: \$105.60		
2. 227 N. Howard St.	Myung Sup Lee	Retain awning w/signage 19½' x 2'
Annual Charge: \$179.60		
3. 1401 N. Charles St.	University of Baltimore	200 tiebacks @ 54'
Annual Charge: \$75,600.00		
4. 3733 Eastern Ave.	Anastasios Douskas	Retain awning w/signage 14'4" x 1"8"
Annual Charge: \$140.60		

MINUTES

DGS - cont'd

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
5.	248 Albemarle St.	Alberto Sant Antonio	Six awnings/five w/signage: three awnings @ 5½' x 2'; one awning @ 8'x 8'; one awning @ 8'x 2'; one awning @ 38' x 3', three display cases 6½' x 2', 4' x 2' and 2'x 1½', one fluorescent tube, 11 spot reflectors
	Annual Charge: \$1,215.00		
6.	N. Charles and Pleasant St. - NEC N. Charles and Lexington St. - SEC N. Charles and Franklin St. - SWC S. Gay and Lombard St. - NEC S. Light and Lombard St. - SWC S. Charles and E. Cross St. - NEC S. Broadway and Thames St. - NWC Boston and S. Montford Ave. - NEC Boston and S. Conkling St. - SEC St. Paul and E. Baltimore St. - SEC	Distributech	17 Newspaper boxes

MINUTES

DGS - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
E. Fayette and Holliday St. - SEC		
E. Fayette and N. Calvert St. - NWC		
St. Paul and E. Lexington St. - SWC		
Calvert and E. Monument St. - NEC		
St. Paul and Elizabeth Court - SWC		
St. Paul and Saratoga St. - NWC		
Centre and St. Paul St. - SEC		

Annual Charge: \$397.80

These boxes are to be installed and maintained in accordance with Article 15, Subtitle 19 of the Baltimore City Code.

There are no objections, since no protests were received.

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

MINUTESHealth Department - Agreements**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the various agreements. The period of the agreement is July 1, 2010 through June 30, 2011. The number of cases per case monitor may not exceed 75 in the State of Maryland at one time, unless otherwise indicated.

<u>Case Monitor Name</u>	<u>Rate of Pay per case/month</u>	<u>Amount</u>
1. LENORE M. LEWIS AMMONS, R.N.	\$55.00 - monitor \$85.00 per STEPS case	\$36,100.00
Accounts: 4000-426200-3110-538001-603018 (monitoring)		\$29,700.00
4000-426211-3022-268600-603018 (STEPS)		\$ 6,400.00

Ms. Ammons will provide case monitoring and Statewide Evaluation and Planning Services (STEPS) in Montgomery County.

2. INNOVATIVE CARE MANAGEMENT GROUP, INC.	\$45.00/monitor	\$81,000.00
3. TRUELIFE HEALTH SERVICES, INC.	\$45.00/monitor	\$99,900.00

Account: 4000-426211-3022-268600-603018

BACKGROUND/EXPLANATION:

The Maryland State Department of Health and Mental Hygiene (DHMH) is designated as the single State agency to administer all aspects of the Maryland Medical Assistance Program. The Health Department has an agreement with the DHMH to participate in the program as the case monitoring agency and to contract with Case Monitors who will supervise personal care services to eligible recipients.

MINUTESHealth Department - cont'd

The Case Monitors will exercise independent professional judgment and carry professional liability insurance. Each case monitor will be an independent contractor and not an employee of the City.

The Case Monitors will be responsible for establishing a plan of personal care for each eligible recipient assigned to him/her in Baltimore City. They will make home visits, maintain clinical records, consult with each client's personal physician and other providers in order to develop a care plan, and perform other related duties.

The agreements are late because the FY 11 budget account numbers for this program were recently received.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Health Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Maryland Department of the Environment (MDE). The period of the agreement is July 1, 2010 through June 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$202,993.00 - 4000-426011-3031-513200-600000

BACKGROUND/EXPLANATION:

The MDE received funding from the Center for Disease Control. The funds will allow the Department to expand community-based childhood lead poisoning prevention programs in Maryland.

Under the terms of this agreement, the Department will administer case management and environmental investigations according to applicable MDE-approved guidelines, early interventions, and primary prevention. In addition, the Department will participate in statewide coordination meetings, including the Lead Poisoning Prevention Commission and sub-committees, refugee resettlement, and other meetings, as needed. The Department will also pursue applicable reimbursement for each eligible child referred to the Department who is eligible for Medical Assistance, and perform data management and evaluation, as approved by the MDE.

The agreement is late because it was prepared by the MDE, and was just 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 agreement with the Maryland Department of the Environment.

MINUTES

Health Department - Standard Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a standard grant agreement with the State of Maryland, Department of Health and Mental Hygiene. The period of the agreement is July 1, 2010 through June 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$200,000.00 - 5000-519911-3040-589800-600000

BACKGROUND/EXPLANATION:

The Department will administer services under the Minority Adult Cardiovascular Disparities Project. The funds will be used to reduce minority adult mortality disparities in Baltimore City.

The standard grant agreement is late because it was recently finalized.

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 standard grant agreement with the State of Maryland, Department of Health and Mental Hygiene.

MINUTESHealth Department - Agreements and Amendment to Agreement

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

AGREEMENTS

1. **JAMES MACGILL, JR.** **\$ 8,100.00**

Account: 1001-000000-3252-316200-603018

Mr. Macgill, consultant, will assist the Department with preparing Baltimore City's FY 2011 Area Plan Update. The consultant will also review all submissions, and as necessary, make edits, corrections, and adjustments to assure that the plan, including budget, is in compliance with Federal and State law, regulations and policies and provides a realistic strategy for implementing Area Plan programs in FY 2011, consistent with resources available and Baltimore City's priorities. The period of the agreement is July 1, 2010 through December 31, 2010.

2. **HARBEL COMMUNITY ORGANIZATION, INC.** **\$17,442.00**

Account: 4000-432510-3100-546035-603051

The organization will provide substance abuse prevention services at the Harford Heights Elementary School-based Health Center. The organization will develop age appropriate substance abuse prevention and treatment activities that are designed for students in grades 2, 3, 4, and 5; develop 12-week group plans for high-risk children for each of the target grades, and conduct substance abuse prevention groups for 2nd, 3rd, 4th, and 5th grade children. The organization will provide individual counseling, prepare classroom presentations regarding substance abuse in coordination with classroom teachers, provide prevention counseling in service education network with school staff and provide related counseling for

MINUTESHealth Department - cont'd

parents of students participating in group or individual counseling. The period of the agreement is March 1, 2010 through February 28, 2011.

The agreements are late because the budgets were recently finalized.

AUDITS REVIEWED AND HAD NO OBJECTION.AMENDMENT TO AGREEMENT

- | | | |
|----|--|---------------|
| 3. | JOHNS HOPKINS UNIVERSITY, BLOOMBERG
SCHOOL OF PUBLIC HEALTH | \$0.00 |
|----|--|---------------|

On April 7, 2010, the Board approved the original agreement for evaluation of Baltimore's Safe Streets. The agreement was approved in the amount of \$71,590.00 for the period December 1, 2009 through June 30, 2010.

The Department is requesting a no-cost time extension of the agreement through December 31, 2010 to allow time for completion of the evaluation.

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

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

The President **ABSTAINED** on item no. 3.

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 the Greater Baltimore AHC, Inc., developer, for the sale of the properties located at 3447 Cottage Avenue, 2814 and 2904 Hilldale Avenue, and 2618, 2809, and 2924 Violet Avenue.

AMOUNT OF MONEY AND SOURCE:

\$ 6,000.00 - 3447 Cottage Ave
 7,000.00 - 2814 Hilldale Avenue
 7,000.00 - 2904 Hilldale Avenue
 5,000.00 - 2618 Violet Avenue
 5,000.00 - 2809 Violet Avenue
 5,000.00 - 2924 Violet Avenue
\$35,000.00 - Total Sale Price

BACKGROUND/EXPLANATION:

A good faith deposit of \$6,000.00 has been paid by the Developer.

The project will consist of the conversion of these vacant buildings into single-family homes for first-time home buyers. The developer plans to invest approximately \$1,179,747.00 into this project.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE APPRAISED VALUE

The property located at 3447 Cottage Avenue appraised for \$13,000.00, 2814 & 2904 Hilldale Avenue appraised for \$15,000.00 each and 2618, 2809 & 2924 Violet Avenue appraised for \$10,000.00 each. The purchase prices were reduced to \$6,000.00 for 3447 Cottage Avenue, \$7,000.00 each for 2814 & 2904 Hilldale Avenue; and \$5,000.00 each for 2618, 2809 & 2924 Violet Avenue. It is necessary to reduce the purchase price due to the condition of the properties and structural deterioration, which occurred subsequent to the appraisal. Several of these homes have extensive interior damage due to a collapsed roof and

MINUTES

DHCD - cont'd

second floors. In addition, it would eliminate blight and establish a specific benefit to the immediate community.

MBE/WBE PARTICIPATION:

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

(FILE NO. 56568)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with the Greater Baltimore AHC, Inc., developer, for the sale of the properties located at 3447 Cottage Avenue, 2814 and 2904 Hilldale Avenue, and 2618, 2809, and 2924 Violet Avenue.

MINUTES

Department of Housing and - Local Government Resolution
Community Development

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

The following organization is applying to the State of Maryland's Community Investment Tax Program (CITP). A local government resolution of support is required by the State for all applications to this program for funding.

<u>Organization</u>	<u>Amount</u>
1. NETWORK FOR TEACHING ENTREPRENEURSHIP	\$ 50,000.00 CITP

The Network for Teaching Entrepreneurship proposes the School-Based Business Plan Competitions Project. This project will allocate \$5,000.00 to 10 Baltimore City schools to assist with organizing and constructing School-Based Business Plan Competitions for Baltimore City students.

The funds will be divided between schools and serve as monetary awards for students, supplementary learning materials, media documentation (pictures and video) and in-school receptions for families and the school community of students.

The Network for Teaching Entrepreneurship helps young people from low-income communities build skills and unlock their entrepreneurial creativity. Since 2002, more than 5,000 young people have been reached and currently there are 24 active programs, city-wide. There are more than 40 active Certified Entrepreneurship Teachers and the innovative entrepreneurship curriculum is continually improving.

UPON MOTION duly made and seconded, the Board approved and adopted the foregoing local government resolution.

MINUTES

Department of Housing & Community Development (DHCD) - Inclusionary Housing Fund Loan

ACTION REQUESTED OF B/E:

The Board is requested to approve an Inclusionary Housing Fund Loan to Seawall Union Avenue, LLC., (borrower) or a subsidiary entity. The Board is also requested to approve and authorize the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction, subject to review and approval by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

<u>SOURCES</u>	<u>USES</u>
\$ 8,000,000.00 - Private Debt	\$ 2,300,000.00 - Acquisition
1,000,000.00 - City Loan*	11,400,000.00 - Construction
7,945,863.00 - Tax Credit Equity	1,606,606.00 - Pre-Development
1,455,768.00 - Developer Equity	1,738,500.00 - Financing
500,000.00 - State Business Loan	1,856,525.00 - Fee/Reserves
<u>\$18,901,631.00</u> Total	<u>\$18,901,631.00</u> Total

*Account: 9910-907073-9588

BACKGROUND/EXPLANATION:

The City funds will only be used for construction and renovation of certain residential units. Proceeds of the City Loan will be used to finance a portion of the hard costs of the new construction and rehabilitation costs of 60 residential rental units, which will be part of a larger development and redevelopment project known as "Union Mill," whose primary address is expected to be 1500 Union Avenue, Baltimore, MD 21211 (property).

MINUTES

DHCD - cont'd

Union Mill will be the historic renovation/restoration of a long vacant, classic industrial stone mill and warehouse into a multi-purpose education life center, affordable housing residential development, and non-profit office location. Using a combination of Federal and State Historic Tax Credits, New Market Tax Credits, and a Maryland Department of Housing and Community Development

Neighborhood Business Works loan, as well as the proceeds of the City loan (City loan proceeds), the development team will redevelop this approximately 75,000 square foot structure (the development) into two complementary parts:

1. 35,000 square feet of affordable, flex office space for non-profit organizations, and
2. 59 affordable one and two bedroom residential units that will be targeted at new teachers in the Baltimore Public School System (the rental project).

In consideration of the City Loan the developer has agreed to rent ten of the units in the project at rental rates affordable to households earning less than 100% of Area Median Income (AMI) (the City project). The City project will include six two-bedroom units rented at a "Moderate Housing Cost" and four one-bedroom units rented at a "Low Housing Cost." This number of units is 66% greater than the amount required by the Inclusionary Housing Ordinance, which would otherwise have required only six total units be made inclusionary. The term "Moderate Housing Cost" means units that are affordable to households or individuals earning less than 90% of the AMI, and the term "Low Housing Cost" means units that are affordable to households or individuals earning less than 80% of the AMI.

Because of the complicated financing structure that is required by the use of the Federal and State Historic Tax Credits and the New Market Tax Credits in this transaction, the City loan proceeds will be disbursed to the borrower, who will then make a loan to a leverage fund associated with NCB Capital Investment Fund (the leverage fund). The Leverage Fund will in turn use the City Loan Proceeds to make a Qualified Equity Investment into a Community Development Entity (CDE), which in turn will make a Qualified Low Income Community Investment (QLICI) into Seawall Union Avenue, LLC (the owner), who will own and develop the property.

MINUTES

DHCD - cont'd

Messrs. Donald and Thibault Manekin (collectively, the guarantors) will each execute a mutually acceptable and legally sufficient guaranty. A regulatory agreement ensuring that the owner complies with the rental restrictions for the City Project and other requirements of the City loan will be recorded and will run with the land. At the end of the seven-year recapture period of the New Market Tax Credits (the recapture period), the borrower will arrange to have the City loan secured by a lien on real property or other collateral that has an appraised value of not less than the outstanding principal and interest on the City Loan, such as a letter of credit. The City agrees that to the extent the borrower arranges for permanent financing of the rental project at the end of the recapture period, the payment of the City loan and the terms, conditions and lien of the City's mortgage, if any, will be subordinate to the terms, conditions and lien of any mortgage securing any component of such permanent financing. The City will agree to enter into a commercially reasonable subordination agreement and standstill agreement with any such permanent lender.

The borrower will represent and warrant that the City Loan Proceeds will be used only for hard costs of constructing the rental project (approved construction costs) in accordance with an approved development budget and draw schedule, both to be reviewed and approved by the City prior to the closing of the City loan. To the extent the borrower makes any draw requests to the CDE to obtain disbursement of the QLICI, a copy of such request will also be submitted to the City. Following the completion of construction, the Borrower will submit a written certification as to the final hard costs funded by the City loan proceeds.

On November 19, 2009, an appraisal was prepared by Novagradac. The prospective market value of the Project upon completion and stabilization was determined to be \$11,000,000.00. Because real estate values in Baltimore continue to be low, the above-value financing using tax credits and other soft sources is necessary in order to allow redevelopment efforts to proceed. The Department is comfortable recommending the City Loan.

MINUTES

DHCD - cont'd

PARTICIPATING PARTIES

- A. **Developer and Guarantor:** The guarantors are the owners of Seawall Development Company, LLC and will be the developers of the development and will also personally guarantee payment of the City loan.
- B. **Borrower:** A subsidiary of or related entity to Seawall Development Company, LLC will be the borrower and will be owned by the guarantors, who will also manage the borrower.
- C. **Owner:** Seawall Union Avenue, LLC (owner) will own the development and the property. The membership interests of the owner are expected to be owned as follows: 99.98% by the Managing Member, .01% by the CDE Investor Member and .01% by the Master Tenant Limited Partnership Member. The Managing Member is owned and operated by the guarantors.
- D. **General Contractor/Architect:** The general contractor will be Hamel Builders. The project architect will be Marks, Thomas Architects.
- E. **Participating Financing:**
 - 1. **Leverage Fund:** The leverage fund will be controlled by NCB Capital. The leverage fund aggregates various debt sources in order to leverage additional New Markets Tax Credit equity.
 - 2. **CDEs:** The transaction includes three CDEs, only one of which is involved in the City loan. The CDEs receive the allocation of tax credits from the Federal treasury and make the direct investment into the Project.
- F. **City Loan:**

The City Loan will have the following terms. Interest will accrue at one percent annually and the loan will have a maturity of 17 years following construction completion (the maturity date). No payments will be due and interest will not accrue during the construction period. During the seventeen-year period following construction completion,

MINUTES

DHCD - cont'd

payments of interest only will be due monthly. All principal and interest owed will be due at the maturity date. Following the completion of construction the Borrower will submit a written certification as to the costs funded by the City loan.

The City loan will be primarily secured by the guarantee of the guarantors. The borrower has agreed that at the end of the recapture period the borrower will secure the City loan by either granting the City a subordinate lien on the property or providing other collateral, such as a letter of credit. The City will record a regulatory agreement on the property that will require the owner to comply with the affordability restrictions and certain other requirements of the City loan. Sale or refinancing of the development without the consent of the City will be an event of default and the principal amount of the City loan plus any and all outstanding interest owed will be immediately due.

The City's consent will not be required for the exercise of put or call options pursuant to which the borrower or its wholly owned subsidiaries acquires 100% of the ownership interests in the rental project or a refinancing of the rental project at the end of the recapture period.

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.

APPROVED FOR FUNDS BY FINANCE

(FILE NO. 57164)

MINUTES

DHCD - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,000,000.00	9910-906073-9587	9910-907073-9588
Gen. Funds	Inclusionary Housing (Reserves)	Inclusionary Housing

This transfer will be used to support a portion of the hard costs of the new construction and rehabilitation costs of 60 rental units, which will be part of a larger development and redevelopment known as "Union Mill."

UPON MOTION duly made and seconded, the Board approved and authorized the Inclusionary Housing Fund Loan to Seawall Union Avenue, LLC., (borrower) or a subsidiary entity. The Board also approved and authorized the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction, subject to review and approval by the Department of Law.

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.

MINUTESCircuit Court - 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.

1. **MOSAIC COMMUNITY SERVICES, INC.** **\$ 45,107.00**

The organization will provide comprehensive in-house mediation services as follows:

- a. mediators to conduct up to 312 hours, (6 hours per week x 52 weeks) of mediation services as required, and
- b. provide a written agreement to parties who achieve an agreement.

2. **MOSAIC COMMUNITY SERVICES, INC.** **\$157,856.00**

The organization will provide mediation services as follows:

- a. mediators to conduct 24, two-hour mediation services, that participants must attend before they begin mediation,
- b. conduct up to 525 hours of mediation services, as required, and
- c. provide a written agreement between the parties who achieve an agreement.

The Circuit Court received a FY2011 grant from the Administrative Office of the Courts, whose budget is approved by the Maryland State Legislature, to provide additional resources for the expedited handling of family-related cases within the Circuit Court. Integral to this initiative is the need to provide mediation services for individuals who are referred by the Court and are desirous of resolving child custody and visitation disputes.

Mosaic Community Services, Inc. is an affiliate of the Sheppard and Enoch Pratt Foundation, Inc.

MINUTESCircuit Court - cont'd

The seminars and mediations are intended to offer families a means of resolving disputes through a cooperative decision making process.

3. MOSAIC COMMUNITY SERVICES, INC. \$ 34,822.00

The organization will provide dispute resolution services as follows:

- a. 18 five-hour parenting seminars to focus on ways that parents can help their children deal with divorce, and
- b. conduct educational sessions on conflict resolution.

The Circuit Court received a FY2011 grant from the Administrative Office of the Courts, whose budget is approved by the Maryland State Legislature, to provide additional resources for the expedited handling of family-related cases within the Circuit Court. Integral to this initiative is the need to provide dispute resolution information and family education/consultation services to parents and other family members seeking assistance in resolving difficulties and conflicts regarding parental rights.

Mosaic Community Services, Inc. is an affiliate of the Sheppard and Enoch Pratt Foundation, Inc.

The seminars are intended to emphasize practical steps to follow within a changing family unit and interpersonal communication and conflict resolution.

4. MOSAIC COMMUNITY SERVICES, INC. \$ 44,963.00

The Circuit Court received a FY2011 grant from the Administrative Office of the Courts, whose budget is approved by the Maryland State Legislature, to provide additional resources for the expedited handling of family-related cases within the Circuit Court. Integral to this initiative is the need to provide parenting services to assist never-married parents in helping their children cope with family changes and transitions and to reduce the negative impact of family conflict on the children.

MINUTESCircuit Court - cont'd

Mosaic Community Services, Inc. is an affiliate of the Sheppard and Enoch Pratt Foundation.

The organization will provide 18 six-hour seminars to be held on Saturdays with females and children participants one week and male participants another week.

5. **MOSAIC COMMUNITY SERVICES, INC.** **\$27,806.00**

The Circuit Court received a FY2011 grant from the Administrative Office of the Courts, whose budget is approved by the Maryland State Legislature, to provide additional resources for the expedited handling of family-related cases within the Circuit Court. Integral to this initiative is the need to provide clinical support and educational skills to children of never-married parents to prevent or reduce behavioral problems associated with family transition and to increase social competency skills.

Mosaic Community Services, Inc. is an affiliate of the Sheppard and Enoch Pratt Foundation, Inc.

The organization will provide 10 six-hour comprehensive educational seminars for children to be held on Saturdays as part of the Shared Parenting Education program.

Account: 5000-500810-1100

APPROVED FOR FUNDS BY FINANCE.

AUDITS REVIEWED AND HAD NO OBJECTION

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

MINUTES

Baltimore Heritage Area (BHA) - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Mr. Jack Spinnler. The period of the agreement is effective upon Board approval for one year, unless terminated sooner.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - Baker Fund, Baltimore Community Foundation
 20,000.00 - Maryland Heritage Areas Authority Grant
\$50,000.00 - 5000-535108-6390-526000-603000

BACKGROUND/EXPLANATION:

The Board approved acceptance of funds from the Baker Fund, Baltimore Community Foundation on August 20, 2008 and from the Maryland Heritage Areas Authority Grant on June 18, 2008 for this project.

Mr. Spinnler will complete a Baltimore-centered plan for the Bicentennial Commemoration of the War of 1812. Mr. Spinnler will develop a working plan for Baltimore's War of 1812 Bicentennial years (2012-2014) through a collaborative planning process with many vested partners through out the City. He will serve as a liaison with all state, national, and international bicentennial observance efforts, facilitate the Baltimore War of 1812 stakeholder working groups that have already formed and assist the working groups in implementing their priorities. He will also implement components of the plan upon its completion including an implementation workshop for all stakeholders.

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 Mr. Jack Spinnler.

The Mayor **ABSTAINED** on this item.

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:

3110

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

The Transfers of Funds were approved
SUBJECT to receipt of favorable reports
from the Planning Commission,
the Director of Finance having reported favorably
thereon, as required by the provisions
of the City Charter. The President **ABSTAINED** on item no. 3.

MINUTES

Deputy Comptroller: "Good morning. For Page 61, item no. 3 which is SC 871, Improvements to Herring Run Interceptors Phase I. The recommendation is for the Rejection of all Bids. Therefore, no protests will be heard on Page 61, #3. That item will be moved to the routine Agenda."

* * * * *

MINUTES

Office of the City Council President - Governmental/Charitable Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a Governmental/Charitable Solicitation Application that has been approved by the Baltimore Ethics Board.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction. Donations will be solicited from Baltimore-area business and civic leaders.

BACKGROUND/EXPLANATION:

The City Council President would like to solicit donations from area leaders to fund the enhancement of recreational programs offered to Baltimore City youth and seniors.

A potential donor list will be comprised of individuals and corporate entities that have demonstrated a history of providing financial and in-kind contributions to the restoration of any City-owned parks and/or the administration of recreational programs.

Most of the individual and corporate entities fitting that description are not controlled donors. However, those potential donors, who are controlled donors with respect to the Department of Recreation and Parks, the City Council, or the Board of Estimates will not be targeted or singled-out in any way and will be solicited, if at all, in the same manner as all other potential donors.

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

MINUTESOffice of the City Council President - cont'd

Because of current budget restraints, the Department of Recreation and Parks is limited in the diversity and scope of services it can provide to City youth. The President's goal is to solicit private donations to increase and enhance the selection of recreation programs offered by the Department. The activities to be augmented by this fundraising campaign, including but are not limited to team and individual sports, swimming, movie days, cooking classes, talent shows, theatre productions, academic mentoring, and arts and crafts activities.

All specific solicitation campaigns for particular purposes/programs must be first approved in writing by the Director of Recreation & Parks and coordinated with any other ongoing campaigns in support of the Department's recreational programs. No donation may be accepted with the conditions as to its use unless that donation and any conditions have been approved in writing by the Director of Recreation & Parks. The periodic reports required to be filed with the Ethics Commission shall be simultaneously provided to the Director of Recreation & Parks.

(FILE NO. 57133)

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Solicitation Application that has been approved by the Baltimore Ethics Board. The President **ABSTAINED** on this item.

MINUTES

Department of Finance - Investment Advisory Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an investment advisory agreement with Galliard Capital Management, Inc. The period of the agreement is October 1, 2010.

AMOUNT OF MONEY AND SOURCE

N/A

BACKGROUND/EXPLANATION:

On November 25, 2009, the Board approved an agreement with State Street Global Advisors (SSgA) to manage a portion of the Stable Value Fund for the Deferred Compensation Plan. On May 25, 2010, SSgA gave notice that it is exiting the stable values asset management business.

The Plan's advisor, Segal Advisor, conducted a search for SSgA's replacement and presented its findings and recommendation to the Deferred Compensation Plan Committee on August 2, 2010. The Committee approved Galliard Capital Management, Inc. to serve as the replacement.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the investment advisory agreement with Galliard Capital Management, Inc.

MINUTESBureau of Water and Wastewater - Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Rummel, Klepper & Kahl, Project 1120R, On-Call Construction Management, Inspection, and Engineering Services. The period of the agreement is effective upon Board approval for two years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$1,500,000.00 - on a task by task basis

BACKGROUND/EXPLANATION:

The consultant will provide on-call construction project management, inspection and engineering services in all aspects of quality assurance for proposed improvements to the City's water and wastewater system. The services will include, but not be limited to assisting the City's Construction Management Division in management of various City construction projects.

The consultant was approved by the Architectural and Engineering Awards Commission at its meeting on Wednesday, March 20, 2010.

MBE/WBE PARTICIPATION:

The consultant will comply with MBE goals of 27% and WBE goals of 9%, respectively.

MBE: E 2 C R, Inc.
Glyndon Engineering & Technology Co.
Sidhu Associates, Inc.

27% (in the
aggregate)

WBE: Constellation Design Group, Inc.
Ross Technical Services, Inc.

9% (in the
aggregate)

MINUTES

Bureau of Water and Wastewater - cont'd

MWBOO FOUND VENDOR IN COMPLIANCE.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Rummel, Klepper & Kahl, Project 1120R, On-Call Construction Management, Inspection, and Engineering Services. The President **ABSTAINED** on this item.

MINUTES

Bureau of Water and Wastewater (BW&WW) - Agreement for
Project No. 1129G

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Gannett Fleming, Inc. for Project No. 1129G, Urgent Need Wastewater Engineering Services. The period of the agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - 9956-903551-9551-900020-703032

BACKGROUND/EXPLANATION:

Under the terms of this agreement, the consultant will provide urgent need wastewater engineering services related to evaluation, assessment and design of rehabilitation, repairs, maintenance, and new construction to improve the City's sanitary sewer systems.

The scope of work will consist of the preparation of contract documents, including construction costs estimates, boring, flow monitoring, shop drawing review, and consultation during construction. Additional services will include project management, contract administration, investigation, emergency services, geo-technical and GIS support, and developing and implementing public informational and educational programs designed to maintain public awareness.

The consultant was approved by the Architectural and Engineering Awards Commission.

MBE: Environ-Civil Engineering, Ltd	\$ 50,000.00	5.00%
Savin Engineering, P.C.	120,000.00	12.00%
Reviera Enterprises, Inc.	50,000.00	5.00%
Findling, Inc.	50,000.00	5.00%
Total	\$270,000.00	27.00%

MINUTES

BW&WW - cont'd

WBE: Carroll Engineering, Inc.	\$30,000.00	3.00%
Phoenix Engineering, Inc.	30,000.00	3.00%
Ruxton Design Corporation	<u>30,000.00</u>	<u>3.00%</u>
Total	<u>\$90,000.00</u>	<u>9.00%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,100,000.00	9956-903569-9549	
Wastewater Rev.	Constr. Res.	
Bonds	O/C Sanitary	
\$1,000,000.00	-----	9956-903551-9551-3
		Design
<u>100,000.00</u>	-----	9956-903551-9551-9
		Administration
\$1,100,000.00		

The funds are required to cover the cost of the award for Project 1129G, Urgent Need Wastewater Engineering Services.

MINUTES

BW&WW - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the agreement with Gannett Fleming, Inc. for Project No. 1129G, Urgent Need Wastewater 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.

The President **ABSTAINED** on this item.

MINUTES

Bureau of Water and Wastewater - Amendment No. 4 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 4 to agreement with EA Engineering Science and Technology, Inc. for Project No. 1014, Program Management Services for the Consent Decree (CD) Wet Weather Program. This amendment will extend the period of the agreement through June 24, 2011, or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$585,852.96 - 9956-905638-9551-900020-703032

BACKGROUND/EXPLANATION:

On May 24, 2006, the Board approved the original agreement to address the requirements of a CD with the Environmental Protection Agency and the Maryland Department of the Environment relative to the City's wastewater collection system. The agreement included an option to renew for up to three one-year periods.

The City now wishes to exercise the third one-year extension option.

This amendment no. 4 to the agreement will allow the consultant to continue providing program management services through June 24, 2011.

The consultant was originally approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commission.

The amendment no. 4 to the agreement is late because of delays in the administrative process.

MINUTESBWW&WW - cont'd

MBE: EBA Engineering, Inc.	\$ 62,534.49	10.67%
Tech International Corp.	63,472.77	10.83%
Total	\$126,007.26	
WBE: Peer Consultants, PC	\$ 41,229.00	7.04%

MWBOO FOUND VENDOR IN COMPLIANCE.**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$399,000.00	9956-903627-9549	
WW Revenue	Constr. Res.	
Bonds	Wet Weather Prgm.	
201,000.00	" "	
County Appro-		
<u>priations</u>		
\$600,000.00	-----	9956-905638-9551-3
		Design

This transfer will cover the costs associated with the award of Project 1014, Program Management Services for the Consent Decree Wet Weather Program.

MINUTES

BW&WW - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized the execution of amendment no. 4 to agreement with EA Engineering Science and Technology, Inc. for Project No. 1014, Program Management Services for the Consent Decree (CD) Wet Weather Program. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

The President **ABSTAINED** on this item. The Comptroller **ABSTAINED** on this item.

MINUTES

Bureau of Water and Wastewater - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve the expenditure of funds to renew membership in the Maryland Association of Municipal Wastewater Agencies (MAMWA).

AMOUNT OF MONEY AND SOURCE:

\$15,885.00 - membership dues for FY 2011
19,201.87 - ongoing technical research support
\$35,086.87 - 2070-000000-5501-397101-603022

BACKGROUND/EXPLANATION:

The MAMWA is an association of city and county utilities in Maryland that operate wastewater collection systems and treatment plants. This organization exists to share information regarding regulatory efforts and funding opportunities that would benefit the operation of these facilities. The organization is a strong advocate on the local level for appropriate and common sense regulations governing point source discharges.

The membership dues for FY 2011 are \$15,885.00 and the assessment for ongoing technical research support is \$19,201.87.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to renew membership in the Maryland Association of Municipal Wastewater Agencies (MAMWA). The President **ABSTAINED** on this item.

MINUTES

Bureau of Water and Wastewater (BW&WW) - Amendment No. 2 to Agreement for Project No. 995A

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 2 to agreement with ADS Environmental Services for Project No. 995A, Flow Monitoring Services for Sanitary Sewer System. The amendment no. 2 extends the period of the agreement through August 8, 2011 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$268,205.82 - 9956-903341-9551-900020-703031

BACKGROUND/EXPLANATION:

On February 8, 2006, the Board approved an award to ADS Environmental Services to provide comprehensive flow monitoring services for the Jones Falls and Low Level Sewersheds as part of the requirements of Paragraph 9 of the Consent Decree (CD) with the Environmental Protection Agency and the Maryland Department of the Environment.

Under the terms of this amendment no. 2, the consultant will continue to provide flow monitoring of the sanitary sewer overflow structure at various City sewersheds that remain in the system for reporting purposes as required by the decree.

The consultant will remove equipment and provide operation and maintenance manuals to provide accurate and precise data of sufficient quality to use in the development, calibration, and verification of the hydraulic model which is to be used by the sewershed consultants.

MINUTES

BW&WW - cont'd

The consultant was approved by the Architectural and Engineering Awards Commission.

MBE: Transviron, Inc.	\$56,323.22	21.00%
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WBE: Phoenix Engineering, Inc.	\$18,774.41	7.00%
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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 amendment no. 2 to agreement with ADS Environmental Services for Project No. 995A, Flow Monitoring Services for Sanitary Sewer System. The President **ABSTAINED** on this item.

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Police Department</u>			
1. Frederick H. Bealefeld, III	Int'l Assoc. of Chiefs of Police Conference Orlando, FL October 21 - 27, 2010 (Reg. Fee \$275.00)	Federal Forfeited Asset Sharing Funds Acct.	\$2,591.45

The allowed subsistence rate for this area is \$164.00 per day. The hotel rate is \$221.00 per night plus a 12.5% tax for a total of \$1,491.78. The Department is requesting an additional \$507.78 to cover the cost of lodging and an additional \$40.00 per night for meals for a total additional amount of \$747.78 in additional funds, which is included in the additional amount requested.

Mr. Bealefeld is requesting additional funds for a rental car, in the amount of \$303.27 and \$50.00 for fuel, because he will need to be available to participate in meetings with other members of law enforcement in various locations in the Orlando area. This amount has been included in the total amount requested.

If official City business at the event site will require extensive inspection trips, tours, or other unusual but necessary land travel, the Board of Estimates must approve funds for such expenses in advance of the trip (AM-240-8).

2. Garnell Green	The Wireless Enterprise Symposium Orlando, FL April 26 - 30, 2010	Emergency Fund Account	\$1,279.90
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Mr. Green was disbursed \$1,279.90 to cover his travel expenses, which totaled \$1,216.32. He returned the unspent amount of \$63.38 to the Department. The Administrative Manual subsistence amount is \$164.00 per day. The cost of the hotel was \$189.00 per day, plus occupancy tax of \$23.63 per day. The attendee requests approval of an additional

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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\$100.00 above the subsistence rate to cover the cost of the hotel and \$107.60 for food and incidentals. Mr. Green owes no additional funds to the City.

This request is late because of delays in the administrative process. The Department regrets the late submission and asks the Board's indulgence.

Department of Finance - Rescission and Re-approval

3. Tammy Horton	NAGDCA 2010 Annual Conference Philadelphia, PA Sept. 13 - 15, 2010 (Reg. Fee \$200.00) (Membership Fee \$300.00)	General	\$ 972.00
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On July 28, 2010, the Board approved the original travel request, in the amount of \$1,525.00, for Ms. Horton to attend the National Association of Government Defined Contribution Administrators (NAGDCA) 2010 Annual Conference. At that time, the Department only requested \$200.00 for the membership fee and \$1,325.00 for the registration fee. Subsistence was not requested.

The NAGDCA recently contacted the Department to advise that since the City of Baltimore will be attending this conference for the first time, a discount is being provided. Therefore, the Department is requesting that the original travel request in the amount of \$1,525.00 be rescinded and the new amount of \$972.00 be approved.

The Board, UPON MOTION duly made and seconded, approved the travel requests and the rescission and re-approval.

PRESIDENT: "The Board is in recess until twelve o'clock noon for the opening and receiving of bids."

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MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

THERE WERE NO ADDENDA RECEIVED.

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:

- | | |
|--|---|
| <u>Department of
Recreation & Parks</u> | - RP 10808, Woodberry Park
<u>Improvements</u> |
| Allied Contractors, Inc.
Bensky Construction Co., LLC
P&J Contracting Co.
Mirabile Construction Co., Inc. | |
| <u>Bureau of Purchases</u> | - B50001535, Creation of
<u>Brochure for Baltimore
Convention Center</u> |
| Design Army
Graphic Art Services
GC Creations
Alter Communications
Incite Creative, Inc.
Sahara Communications, Inc.
Vulcan Management
Consulting Solutions
Uptown Press | |
| <u>Bureau of Purchases</u> | - B50001571, Provide Delta
<u>Pack 'N Plays & Breast Pumps</u> |
| Medela, Inc
Sids of PA/Cribs for Kids
First Candle
Products Unlimited, Inc.
Total Image Care, Inc. | |
| <u>Bureau of Purchases</u> | - B50001619, Request for Fall
<u>2010 Tree-Baltimore</u> |
| Westminster Wholesale
Nurseries
Gilmore Plant and Bulb Co., Inc.
Waynesboro Nurseries, Inc.
John Deere Landscapes
Schichtel's Nursery, Inc.
Shemin Nurseries, Inc. | |

MINUTES

There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, September 15, 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