

**MINUTES****REGULAR MEETING**

Honorable Bernard C. "Jack" Young, President  
Honorable Stephanie Rawlings-Blake, Mayor  
Honorable 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 Prequalification of Contractors, as amended by the Board on October 30, 1991, the following contractors are recommended:

Barco Enterprises, Inc.	\$	8,000,000.00
Dynis, LLC	\$	70,362,000.00
Genesis Steel Service	\$	8,000,000.00
Miller, Long & Arnold Co., Inc.	\$	188,325,000.00
Oscar Renda Contracting, Inc.	\$	385,110,000.00

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:

The Wilson T. Ballard Company Management and Financial Services Group, LLC	Engineer, Survey Engineer
Manifold Design	Architect
Transviron, Inc.	Engineer, Survey
Leach Wallace Associates, Inc.	Engineer
Steven Winter Associates, Inc.	Architect, Engineer

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

**MINUTES**

Space Utilization Committee - Transfer of Jurisdiction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the transfer of jurisdiction of 10 parcels located at 3011, 3031, 3033, 3041, 3043 W. North Avenue (Block 2426, Lots 40, 30, 29, 25, 24) 3022, 3024, 3026 W. North Avenue (Block 3003, Lots 12, 13, 14) and NS 17'8" alley 1<sup>st</sup> South of W. North Ave, 59'8" West of N. Longwood Street (Block 2426, Lot 52) and WS 10' alley 1<sup>st</sup> East of Rosedale Street 43' South of Herbert Street (Block 3003, Lot 87) from the inventory of the Department of Real Estate to the inventory of the Department of Housing and Community Development (DHCD).

**BACKGROUND/EXPLANATION:**

The 10 properties listed are vacant lots and buildings that were acquired through tax sale foreclosure by the DHCD and each property has been awarded through the DHCD's Office of Real Property Disposition.

The Space Utilization Committee approved this transfer of jurisdiction at its meeting on September 28, 2010.

**(FILE NO. 56665)**

UPON MOTION duly made and seconded, the Board approved the transfer of jurisdiction of 10 parcels located at 3011, 3031, 3033, 3041, 3043 W. North Avenue (Block 2426, Lots 40, 30, 29, 25, 24) 3022, 3024, 3026 W. North Avenue (Block 3003, Lots 12, 13, 14) and NS 17'8" alley 1<sup>st</sup> South of W. North Ave, 59'8" West of N. Longwood Street (Block 2426, Lot 52) and WS 10' alley 1<sup>st</sup> East of Rosedale Street 43' South of Herbert Street (Block 3003, Lot 87) 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 parcels located at 2120 Chelsea Terrace (Block 2817, Lots 45 and 43), 3610 Clifton Avenue (Block 2809, Lot 6), 3710 Clifton Avenue (Block 2808, Lot 3), 3509 Windsor Avenue (Block 2810, Lot 15) and 3724 - 3726 Windsor Avenue (Block 2818, Lot 8) from the inventory of the Department of Real Estate to the inventory of the Department of Housing and Community Development (DHCD).

**BACKGROUND/EXPLANATION:**

The lots are located in the Mt. Holly community between Clifton and Windsor Avenues. The lots are currently in fee simple and zoned R-4 and R-5 (residential).

These vacant lots were part of a Request for Proposal (RFP) called Chelsea Terrace, which was awarded to Neighborhood Builders, LLC which is in good standing and registered in Maryland. There were twelve properties in the RFP needed to complete the project. Along with these parcels Neighborhood Builders, LLC proposes to newly construct 21 affordable single-family homes for homeownership.

The Space Utilization Committee approved this transfer of jurisdiction at its meeting on September 28, 2010.

**(FILE NO. 56665)**

**MINUTES**Space Utilization Committee - cont'd

UPON MOTION duly made and seconded, the Board approved the transfer of jurisdiction for the parcels located at 2120 Chelsea Terrace (Block 2817, Lots 45 and 43), 3610 Clifton Avenue (Block 2809, Lot 6), 3710 Clifton Avenue (Block 2808, Lot 3), 3509 Windsor Avenue (Block 2810, Lot 15) and 3724 - 3726 Windsor Avenue (Block 2818, Lot 8) 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 of the property located at 3800 E. Biddle Street (Block 6150A, Lot 3D) from the inventory of the Department of Housing and Community Development (DHCD) to the inventory of the Department of General Services (DGS).

**BACKGROUND/EXPLANATION:**

The DHCD and the DGS are in agreement for the transfer of jurisdiction. The DHCD funds were used to obtain the property, however, the DGS operates and maintains the property, and will be assigned as the responsible agency.

The Space Utilization Committee approved this transfer of jurisdiction at its meeting on September 28, 2010.

**(FILE NO. 56665)**

UPON MOTION duly made and seconded, the Board approved the transfer of jurisdiction of the property located at 3800 E. Biddle Street (Block 6150A, Lot 3D) from the inventory of the Department of Housing and Community Development to the inventory of the Department of General Services.

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

The Board is requested to approve and authorize execution of the lease agreement with Mr. Adrian Newberg, Lessee for the rental of the basement apartment at 88 State Circle, Annapolis MD. The period of the lease agreement is October 1, 2010 through September 30, 2011 with one 1-year renewal option.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$8,040.00	\$670.00

**BACKGROUND/EXPLANATION:**

The demised premises will be used for residential purposes for one adult. Rent for the renewal period will be increased by 5%. The Lessee will be responsible for janitorial services. The Lessor will be responsible for utilities and maintenance.

The Space Utilization Committee approved the leases at its meeting on September 28, 2010.

**(FILE NO. 44603)**

UPON MOTION duly made and seconded, the Board approved and authorized the lease agreement with Mr. Adrian Newberg, Lessee for the rental of the basement apartment at 88 State Circle, Annapolis, MD.

**MINUTES**

Space Utilization Committee - Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the following lease agreement with Harbel Community Organization, Inc., Lessee for the property known as 5807 Harford Road, consisting of approximately 8,668 square feet. The period of the lease agreement is July 1, 2010 through June 30, 2015, with the option to renew at a negotiated rate.

**AMOUNT OF MONEY AND SOURCE:**

Annual Rent

\$1.00

**BACKGROUND/EXPLANATION:**

Harbel Community (HC) Organization, Inc. will use the premises for the activities of its organization, which include the operation of its contract programs, as well as any and all other permitted program activities.

The Lessee will be responsible for all utilities including such services as electrical power, heat, sewer, water and any utility that may be related to the leased premises.

The Lessee will provide janitorial services and security as well as keep sidewalks and entrance reasonably clear of ice, snow, and debris. Additionally, the Lessee will bear the responsibility of any structural defects and maintenance of the interior and exterior of the building, inspection of the leased premises for termites, structural soundness and environmental hazards.

## MINUTES

Space Utilization Committee - cont'd

The lease agreement is late due to delays in the administrative review process.

The Space Utilization Committee approved the leases at its meeting on September 28, 2010.

**(FILE NO. 51955)**

UPON MOTION duly made and seconded, the Board approved and authorized the foregoing lease agreement with Harbel Community Organization, Inc., Lessee for the property known as 5807 Harford Road, consisting of approximately 8,668 square feet.

MINUTES

TRANSFERS OF FUNDS

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UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

10 - 11

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

The Mayor **ABSTAINED** on item nos. 1 and 2.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Mayor's Office</u>		
1. \$ 100,000.00	9904-903781-9129	9904-903781-9127
3 <sup>rd</sup> Public	Promotion/Arts-	Promotion/Arts-
Building Loan	Sch 33 Art Center	Sch 33 Art Center

The transfer will provide funds to the Baltimore Office of Promotion & The Arts to cover the cost of removing a chair lift and installing a limited use/limited access elevator at 1427 Light Street in Baltimore. This upgrade will make the School 33 Art Center ADA compliant.

(FILE NO. 56001)

2. \$1,000,000.00	9904-901970-9129	9904-905970-9127
22 <sup>nd</sup> Lyric Opera	Reserve	Active
House	The Lyric Opera	The Lyric Opera
	House	House

This transfer will provide funds to Lyric Opera House to cover costs associated with the renovations and expansion of the backstage area by Whiting Turner Contracting Company. This expansion will enable a greater use of the facility by more diverse productions.

Department of Housing and Community Development (DHCD)

3. \$1,500,000.00	9991-917986-9587	
36 <sup>th</sup> CDBG	Reserve A/C	
	Housing Repair	
	Assistance	
\$ 750,000.00	-----	9991-929003-9593
		Deferred Loan Prog.
<u>750,000.00</u>	-----	9991-913089-9593
\$1,500,000.00		Emergency Roof
		Repair

This transfer will provide funds for the Housing Repair Assistance programs for fiscal year 2011.

**MINUTES****TRANSFER OF FUNDS**

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>DHCD</u> - cont'd			
4.	\$ 750,000.00	9910-902996-9587	9910-903058-9588
	29 <sup>th</sup> CDBG	Reserve	Stabilization
	FY2011	Stabilization	
		Program	

The transfer will provide funds for the Department's Stabilization Program for fiscal year 2011. Stabilizations are performed when a property poses a public safety threat.

**Department of Recreation and Parks**

5.	\$ 91,000.00	9938-902457-9475	9938-901457-9474
	Other	Reserve	Active
		Critical Areas	Critical Areas
		Mitigation	Mitigation

The transfer of funds will cover the costs associated with the position of an environmental planner at the Department of Planning. The State of Maryland Critical Area Commission has approved the City's request for the use of funds collected through the City's Critical Area Management Program for this position.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>			
1. Clarence G. Tunstall	1820 E. Chase St.	L/H	\$22,667.00
2. Johnny M. Coleman	930 N. Patterson Park Avenue	L/H	\$19,733.00
3. Nannie Mary Molock	1836 E. Chase St.	F/S	\$23,000.00
4. Lillie M. James and Eddie James (deceased)	920 N. Patterson Park Avenue	L/H	\$51,542.00

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

**(FILE NO. 56017)**

5. Albert Wright and Marie F. Wright	914 N. Maderia St.	G/R	\$ 300.00 \$36.00
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Funds are available in account 9910-907420-9588-900000-704049, EBDI Project, Phase II.

**(FILE NO. 56017)**

6. Priority Trust, LLC	2010 Ashland Ave.	G/R	\$ 350.00 \$42.00
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Funds are available in account 9910-906416-9588-900000-704049, EBDI Project Phase II.

**(FILE NO. 56017)**

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

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Rescission and Approval of Option</u>			
7. Mary Ballard	1023 N. Washington St.	L/H	\$32,700.00

On July 14, 2010, the Board approved acquisition of the fee simple interest in 1023 N. Washington Street by a voluntary option agreement. However, the correct property interest that should have been requested was leasehold. Therefore, the Board is requested to rescind its prior approval and approve the option to purchase the leasehold interest for the property in the amount of \$32,700.00.

Funds are available in account 9910-906416-9588-900000-704040, East Baltimore Development Initiative Project Phase II.

**(FILE NO. 56017)**

DHCD - Condemnations

8. Bajwa Khalid and Faiza Khalid	1223 N. Gay St.	L/H	\$ 28,567.00
9. Rustone Properties, LLC	1725 E. Biddle St.	F/S	\$ 29,300.00

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

**(FILE NO. 56017)**

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Rescission and Approval</u>			
10. Mid Atlantic Funding Corporation	2003 E. Eager St.	Sub- G/R \$120.00	\$ 675.00

On May 19, 2010, the Board approved the purchase by condemnation of the sub-ground rent interest in the property located at 2003 E. Eager Street in the amount of \$675.00. The Department has secured appraisals, held negotiations with the owner and is in compliance with the requirements of the Uniform Relocation Act for replacement housing payment and relocation assistance.

DHCD - Rescissions

Since the original Board approval, the owner, Mid-Atlantic Funding Corporation, has agreed to a voluntary settlement. Therefore, the DHCD is requesting the Board to rescind its condemnation of the sub-ground rent interest in the amount of \$675.00 and approve an option to purchase the sub-ground rent interest of \$120.00 in 2003 E. Eager Street for \$675.00.

Funds are available in account 9910-906416-9588-900000-704049, EBDI Project, Phase II Project.

**(FILE NO. 56017)**

11. Joyce D. Beck	958 N. Chester St.	L/H	\$30,700.00
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On July 14, 2010, the Board approved acquisition of the leasehold interest in 958 N. Chester St. by a voluntary option agreement in the amount of \$30,700.00. However, the Land Installment Contract on the property was not considered valid by the title company's attorneys. Therefore, the Board is requested to rescind its prior approval. The property will be acquired by condemnation.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Rescissions</u>			
12. Robert R. Meek	1737 Ellsworth St.	F/S	\$28,600.00

On May 26, 2010, the Board approved acquisition of the leasehold interest in 1737 Ellsworth St. by a voluntary option agreement for the amount of \$28,600.00. The option agreement amount included an Administrative Settlement for the amount of \$2,600.00, but the mortgage pay-off exceeded that amount. Therefore, the Board is requested to rescind its prior approval. The property will be acquired by condemnation.

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

**(FILE NO. 56017)**

UPON MOTION duly made and seconded, the Board approved and authorized the foregoing options, condemnations, and quick-takes.

## MINUTES

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

The Board is requested to approve and authorize acceptance of the various grant awards. The period of the grant award is July 1, 2010 through June 30, 2011.

1. **MARYLAND DEPARTMENT OF LABOR, LICENSING AND REGULATION** **\$ 250,000.00**

Account: 4000-804711-6396

The funds will be used to provide an array of services to inmates and ex-inmates in various facilities throughout Maryland. Services will include but not be limited to soft skills preparation prior to release, resume writing, job placement and post-employment follow-up.

**(FILE No. 57087)**

2. **MARYLAND DEPARTMENT OF LABOR, LICENSING AND REGULATION** **\$ 133,653.00**

Account: 4000-805611-6312

The funds will be used to fund two Early Intervention Facilitator positions. The Early Intervention Facilitators will deliver the established Early Intervention curriculum and perform duties such as conducting workshops, coaching and guiding jobseekers in career development, resume preparation, labor market information, and job seeking.



**MINUTES**

OED - cont'd

The funds will support a menu of services, which include youth summer employment, assessment, employment readiness services and occupational skills training. The period of the grant award is June 21, 2010 through June 30, 2011.

The grant awards are late because notification of the awards was not received in a timely manner to prevent lateness in the submission of the grants to the Board of Estimates.

**APPROVED FOR FUNDS BY FINANCE**

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

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

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the Baltimore Mental Health Systems, Inc. The period of the agreement is July 1, 2010 through February 28, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$50,000.00 - 1001-000000-6331-478005-603051

**BACKGROUND/EXPLANATION:**

The organization will provide mental health assessment, treatment and psychiatric consultations for at least 50 youth referred by the MOED Youth Opportunity (YO) centers. Services will include, but are not limited to mental health screenings, on-going mental health services (both individual and group sessions), and training of MOED staff to make initial assessments.

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

UPON MOTION duly made and seconded, the Board approved and authorized the execution of an agreement with the Baltimore Mental Health Systems, Inc.

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

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UPON MOTION duly made and seconded,

the Board approved the  
Extra Work Orders listed  
on the following pages:

20

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,  
and MWBOO, unless otherwise indicated.

The President **ABSTAINED** on item no. 1.

**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 and Wastewater

1. EWO #089, \$153,500.00 - WC 1167R, Urgent Need Work  
Infrastructure Rehabilitation - Various Locations  
\$10,932,235.50    \$ 5,580,647.68 J. Fletcher Creamer    0    99  
& Son, Inc.

Department of Transportation

2. EWO #006, \$301,469.48 - TR 09014, Resurfacing Highways at  
Various Locations - Southeast JOC (FF)  
\$ 128,350.00    \$ 470,292.25 P. Flanigan & Sons,    -    -  
Inc.
3. EWO #003, \$ 21,861.00 - TR 1087, Conduit Occupancy Services  
at Various Manholes  
\$ 1,502,969.37    \$ 3,018,523.34 KCI/STV Joint    -    -  
Venture

**(FILE NO. 57079)**

**MINUTES**Department of Planning - Report on Previously  
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 19** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on September 15 and 22, 2010.

The Board **NOTED** the **19** reports.

**MINUTES**

Mayor's Office - 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. The period of solicitation efforts is September 1, 2010 through December 31, 2010.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The contributions will support the Baltimore-Luxor-Alexandria Sister City Committee (BLASCC) and their 15<sup>th</sup> Anniversary Celebration and Fundraiser. The Sister City Committee is one of the volunteer committees formed or to be formed under the auspices of the Office and Sister Cities International for the purpose of strengthening partnerships between the City and international communities. The committee strives to build global cooperation at the municipal level, promote cultural understanding and stimulate economic development. Through volunteers the committee motivates and empowers private citizens, municipal officials and business leaders to conduct long-term sister city programs.

This year, the BLASCC enters its 15<sup>th</sup> year of programming with Alexandria, Egypt. This gala event will take place at the Walters Art Museum. Tickets will be sold to fund the event and to continue the BLASCC's international and local programming.

**MINUTES**

Mayor's Office - cont'd

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

**(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 Mayor **ABSTAINED**.

**MINUTES**

Mayor's Office - 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. The period of solicitation efforts is September 1, 2010 through December 31, 2010.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The contributions will support the Baltimore-Xiamen Sister City Committee (BXSCC) and their Third Annual Calvin Chin Dim Sum brunch. The Sister City Committee is one of the volunteer committees formed or to be formed under the auspices of the Office and Sister Cities International for the purpose of strengthening partnerships between the City and international communities. The committee strives to build global cooperation at the municipal level, promote cultural understanding and stimulate economic development. Through volunteers the committee motivates and empowers private citizens, municipal officials and business leaders to conduct long-term sister city programs.

This year, the BXSCC enters its 25<sup>th</sup> year of programming with Xiamen, China. This annual Calvin Chin Memorial Brunch is in honor of a founding member of the BXSCC and the patriarch of Baltimore's Chinese community who passed away on February 12, 2008. The ZhongShan Restaurant in Baltimore's Chinatown is at the same location where he and his wife, Katherine "Kitty" Chin, owned and operated a Chinese restaurant for many years. Funds raised will fund the event and the continuation of the BXSCC's international programming.

## MINUTES

Mayor's Office - cont'd

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

**(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 Mayor **ABSTAINED**.

**MINUTES**

Mayor's Office - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a grant agreement with IBM for in-kind consultant services. The period of the agreement is effective upon board approval for approximately three weeks.

**AMOUNT OF MONEY AND SOURCE:**

The City will be receiving in-kind consultant services only under this agreement equivalent to approximately \$350,000.00.

**BACKGROUND/EXPLANATION:**

The IBM invited several cities, including the City of Baltimore, to apply for this grant. The IBM has selected Baltimore City as one of the grant recipients. IBM's Smart Cities Assessment revealed that Baltimore provides few online services for citizens. The lack of connectivity causes residents to feel disconnected.

Under the grant agreement, the IBM will provide the City three weeks of consulting services to analyze the disconnect between citizens, especially youth, and City services. At the conclusion of the consultation, IBM will provide a roadmap document with short and long-term recommendations for addressing the issues.

The City of Baltimore has no monetary obligations under this grant agreement. However, the City will provide a single point of contact in the Mayor's Office, workspace for the IBM consultants, access to personnel, assistance in the development of requirements and validation, and expeditious approvals for critical path efforts and time-sensitive deliverables. The IBM will work with the City to determine an appropriate level of public recognition of this grant.

## MINUTES

Mayor's Office - cont'd

Any acknowledgments of IBM's donation to the City, such as in media releases, newsletters, reports, announcements, and any other materials where other donors or sponsors are listed, are subject to IBM's prior written approval. The IBM reserves the right to publish information concerning this grant and the Project on its website.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the grant agreement with IBM for in-kind consultant services. The Mayor **ABSTAINED**.

**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 Mr. James Wesley Mills, III, developer, for the sale of the property located at 839 Washington Boulevard.

**AMOUNT OF MONEY AND SOURCE:**

\$8,400.00 - Sale price

**BACKGROUND/EXPLANATION:**

A good faith deposit of \$1,000.00 has been received from the developer.

The project will consist of the conversion of this vacant lot into a single-family home for homeownership. The developer plans to invest approximately \$201,967.00 into this project. Once transferred and redeveloped the property will be active on the tax roles of the City, thereby preventing tax abandonment.

**MBE/WBE PARTICIPATION:**

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

**(FILE NO. 57070)**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the land disposition agreement with Mr. James Wesley Mills, III, developer, for the sale of the property located at 839 Washington Boulevard.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a land disposition agreement with LJ Johnston Square, LLC, (Developer), for the properties located at 1327, 1325, 1323, 1321, 1319, 1317, 1315, 1313, 1311, 1309, 1307, 1305, and 1303 Greenmount Avenue; 1300, 1302, 1304, 1306, 1308, 1310, 1312, 1314, 1316, 1318, 1320, 1322, 1324, 1326, 1328, 1331, 1329, 1327, 1325, 1323, 1321, 1319, 1317, 1315, 1313, 1311, 1309, 1307, 1305, 1303, 1301 Wirton Street; and Descriptive Property Block 1142A Lot 001, Block 1142A Lot 042, and Block 1142B Lot 001, a portion of Wirton Street and a 10 foot alley, which will be consolidated prior to settlement.

**AMOUNT OF MONEY AND SOURCE:**

\$ 3,500.00	1327 Greenmount Avenue	-	<b>Vacant Buildings</b>
3,500.00	1325 Greenmount Avenue	-	" "
3,500.00	1323 Greenmount Avenue	-	" "
3,500.00	1321 Greenmount Avenue	-	" "
3,500.00	1319 Greenmount Avenue	-	" "
3,500.00	1317 Greenmount Avenue	-	" "
3,500.00	1315 Greenmount Avenue	-	" "
3,500.00	1313 Greenmount Avenue	-	" "
3,500.00	1311 Greenmount Avenue	-	" "
3,500.00	1309 Greenmount Avenue	-	" "
3,500.00	1307 Greenmount Avenue	-	" "
3,500.00	1305 Greenmount Avenue	-	" "
3,500.00	1303 Greenmount Avenue	-	" "
1,500.00	1300 Wirton Street	-	<b>Vacant Lots</b>
1,500.00	1302 Wirton Street	-	" "
1,500.00	1304 Wirton Street	-	" "
1,500.00	1306 Wirton Street	-	" "
1,500.00	1308 Wirton Street	-	" "
1,500.00	1310 Wirton Street	-	" "
1,500.00	1312 Wirton Street	-	" "

## MINUTES

DHCD - cont'd

1,500.00	1314 Wirton Street	-	"	"
1,500.00	1316 Wirton Street	-	"	"
1,500.00	1318 Wirton Street	-	"	"
1,500.00	1320 Wirton Street	-	"	"
1,500.00	1322 Wirton Street	-	"	"
1,500.00	1324 Wirton Street	-	"	"
1,500.00	1326 Wirton Street	-	"	"
1,500.00	1328 Wirton Street	-	"	"
1,500.00	1331 Wirton Street	-	"	"
1,500.00	1329 Wirton Street	-	"	"
1,500.00	1327 Wirton Street	-	"	"
1,500.00	1325 Wirton Street	-	"	"
1,500.00	1323 Wirton Street	-	"	"
1,500.00	1321 Wirton Street	-	"	"
1,500.00	1319 Wirton Street	-	"	"
1,500.00	1317 Wirton Street	-	"	"
1,500.00	1315 Wirton Street	-	"	"
1,500.00	1313 Wirton Street	-	"	"
1,500.00	1311 Wirton Street	-	"	"
1,500.00	1309 Wirton Street	-	"	"
1,500.00	1307 Wirton Street	-	"	"
1,500.00	1305 Wirton Street	-	"	"
1,500.00	1303 Wirton Street	-	"	"
1,500.00	1301 Wirton Street	-	"	"
2,000.00	Block 1142A, Lot 042	-	<b>Descriptive Lots</b>	
2,000.00	Block 1142A, Lot 001	-	"	"
2,000.00	Block 1142B, Lot 001	-	"	"
<u>\$98,000.00</u>	-		<b>Purchase Price</b>	

**BACKGROUND/EXPLANTION:**

In 2009, the DHCD offered 47 properties for redevelopment in the Johnston Square neighborhood. Prior to settlement, the City will consolidate the properties, a portion of Wirton Street and a 10-foot alley to convey to the developer to construct a four story, 73-unit, Low Income Housing Tax Credit, LEED Silver equivalent apartment building. All units will be reserved for residents earning 60% or less of the Area Median Income. Fourteen of the units will be set aside for non-elderly persons with disabilities and 12 units will meet the Uniform Federal Accessibility Standards.

**MINUTES**

DHCD - cont'd

The City is also reviewing a request from the Developer for approximately \$1,000,000.00 in HOME funds to subsidize the construction, which is contingent on an award of federal Low Income Housing Tax Credits from the State of Maryland and other financing.

The properties will be conveyed for less than appraised value to subsidize the construction of the 73 affordable rental units. The 47 properties appraised for a total of \$232,500.00. The properties include 34 vacant lots and 13 vacant buildings. The properties will be conveyed for a price of \$1,500.00 for the vacant lots, \$2,000.00 for the three vacant lots described as descriptive property, and \$3,500.00 for each vacant building.

**Vacant Lots**

A representative appraisal was obtained for one vacant lot at 1315 Wirton Street determining a value of \$4,500.00. The total appraised value of the 31 vacant lots is \$139,500.00. Each vacant lot is being conveyed for a price of \$1,500.00. The total sales price of the 31 vacant lots is \$46,500.00.

**Vacant Lots - Descriptive Property**

A separate representative appraisal was obtained for the vacant descriptive lot Block 1142B, Lot 001 due to its larger size and because it has easements which restrict development. This appraisal was used as a representative appraisal for two other similar sized lots with restrictive easements. Descriptive property Block 1142B Lot 001 has a value of \$5,000.00. The total appraised value of the three descriptive properties is \$15,000.00. Each descriptive property is being conveyed for a price of \$2,000.00. The total sales price of the three descriptive property vacant lots is \$6,000.00.

**MINUTES**

DHCD - cont'd

**Vacant Buildings**

A representative appraisal was obtained for one vacant house at 1311 Greenmount Avenue determining a value of \$6,000.00. The total appraised value of the 13 vacant buildings is \$78,000.00. Each vacant building is being conveyed for a price of \$3,500.00. The total sales price of the 13 vacant buildings is \$45,500.00.

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

The properties will be sold for below the appraised value to allow for the construction of a four story, 73-unit, LEED Silver equivalent, affordable rental apartment building. This sale will provide the following benefits:

- The community will receive the benefit of the development of 73 affordable rental units. These units will be affordable to households earning 60% or less of the Area Median Income and will remain affordable for 40 years.
- If the properties were sold for the appraised value, an additional subsidy of City of Baltimore HOME funds in an amount \$134,500.00 would be required to subsidize the development. The resulting HOME loan would exceed Baltimore City's cap of \$1,000,000.00 per loan.

**MINUTES**

DHCD - cont'd

- This development will eliminate neighborhood blight caused by the City-owned vacant buildings and vacant lots and revitalize the 1300 block of Greenmount Avenue in the Johnston Square neighborhood. The vacant buildings will be demolished and the vacant lots will have new housing constructed on the property, which will complement several adjacent developments and projects, including the new City Arts Apartments in the 1500 block of Greenmount Avenue in the Greenmount West neighborhood, the HABC's renovation of 41 public housing units in Johnston Square using federal stimulus money, and the rehabilitation of 30 units in the 700-800 blocks of E. Preston Street into affordable homeownership. The developer of the E. Preston Street units, Mi Casa, Inc., was recently awarded \$5,089,216.00 in Neighborhood Stabilization Program 2 Funds to help fund the development of these homeownership units.

**MBE/WBE PARTICIPATION:**

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

**(FILE NO. 57070)**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a land disposition agreement with LJ Johnston Square, LLC.

**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 MarkoJovetic, LLC, developer, for the sale of the property located at 1333 N. Eden Street.

**AMOUNT OF MONEY AND SOURCE:**

\$5,000.00 - Sale price

**BACKGROUND/EXPLANATION:**

A good faith deposit of \$1,000.00 has been received from the developer.

The project will consist of the conversion of this vacant building into a single-family home for homeownership. The developer plans to invest approximately \$143,500.00 into this project. Once transferred and redeveloped the property will be active on the tax roles of the City, thereby preventing tax abandonment.

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

The appraised value of the subject property is \$10,000.00, the purchase price was reduced to \$5,000.00 to eliminate blight. The subject property is of average construction and currently in poor condition according to the appraisal provided. The interior was not inspected because the property is currently boarded, vacant and deemed unsafe to enter. The subject property also sits between two occupied properties, so the rehabilitation of this property would add a specific benefit to the immediate community.

**MINUTES**

DHCD - cont'd

**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. 56666)**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the land disposition agreement with MarkoJovetic, LLC.

**MINUTES**

Department of Housing  
& Community Development

- Inter-departmental Memorandum  
of Understanding (MOU)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an inter-departmental MOU with the Department of Recreation and Parks (R&P). The period of the inter-departmental MOU is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$257,324.00 - 2089-208911-5930-434430-603051

**BACKGROUND/EXPLANATION:**

The R&P is authorized to provide leisure activities through management of recreational centers and the municipal parks system. The R&P will provide recreational, educational, cultural, after-school and summer camp programs for 1,225 unduplicated, low, and moderate-income youth at five City recreational centers located in low and moderate-income areas of the City. The R&P will provide services in accordance with the CDBG Entitlement Grant Regulations.

On June 30, 2010, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2010 Annual Action Plan for the following formula programs:

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

**MINUTES**

DHCD - cont'd

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2010 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of an inter-departmental MOU with the Department of Recreation and Parks.

**MINUTES**

Department of Housing and - Local Government Resolutions  
Community Development

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

The following organizations are applying to the State of Maryland's Community Investment Tax Credit Program (CITCP). A local government resolution of support is required by the State for all applications to these programs for funding.

Organization	Amount
1. <b>THE WOMEN'S INDUSTRIAL EXCHANGE</b>	<b>\$ 5,000.00</b>
	<b>CITCP</b>

The Women's Industrial Exchange, located at 333 North Charles Street, proposes the Empowering Low-Income Women Artisans to Self-Sufficiency Project. The funds will be used specifically to recruit and support low-income consigning craftspeople, and expand outreach efforts in order to reach more low-income women who can benefit from selling their crafts through the shop. In addition, support programs will be expanded such as the Craft Materials Bank, where low-income consignors have access to free materials so that they can maximize the profit from their handmade items.

Since 1880, The Women's Industrial Exchange has provided opportunities for local craft artists to refine market and sell their handmade goods to supplement their income. The shop in downtown Baltimore is run by volunteers and open five days a week. Currently, they are working with 200 craftspeople, most of whom are women residing in the Baltimore Area. Many of the consigning craftspeople are mothers, seniors, veterans, and people with disabilities.

For some craftspeople, a home-based career is the only way in which they can earn money.

## MINUTES

DHCD - cont'd

2. **WBC COMMUNITY DEVELOPMENT CORPORATION**      **\$ 50,000.00**  
**CITCP**

The WBC Community Development Corporation, located at 3809 Fairview Avenue, proposes the Fairview Project. The funds will be used to acquire six vacant or abandoned houses in the Forest Park section of Northwest Baltimore: 3802, 3804, 3813, 3823, 3913, and 3917 Fairview Avenue. These properties will be rehabilitated and developed into affordable rental housing, which will provide families with clean, safe, decent, and affordable housing and a place where they can raise their families.

3. **BALTIMORE CLAYWORKS**      **\$ 50,000.00**  
**CITCP**

The Baltimore Clayworks, located at 5707 Smith Avenue, proposes the Capital Building Accessibility Project. Funding will be used to add an elevator, ramping, and increase doorway openings for wheelchair accessibility to The Provincial House located in Mt. Washington. This building is Baltimore Claywork's gallery, exhibitions and community programs building and also houses all of its administrative offices.

In addition, there is a visiting artist apartment to accommodate national and international artists coming to the region for short and long-term residencies who work with the public, the students, and the artists. The project will provide the public full access to all of the free exhibitions, lectures, educational programs and community meeting space which is open six days a week.

4. **FELLS POINT CREATIVE ALLIANCE, INC.**      **\$ 50,000.00**  
**CITCP**

The Fells Point Creative Alliance, Inc., located at 3134 Eastern Avenue, proposes the Youth Education Programs Project. The funds will be used to continue education programs, which provide safe, healthy environments, structured educational activities and a variety of positive adult role models.

## MINUTES

DHCD - cont'd

Designed for classes of 12 to 15 elementary, middle and high school students, classes meet for nine to 12 weeks each semester, two times a week for two hours each session. Combining reading and art making, participants listen to or read passages from literature and produce artwork in responses. Student learn fundamental arts-related concepts along with hands-on techniques, design and create paintings, drawings sculpture, prints, puppets, murals, dance, music CD's and other projects.

The Fells Point Creative Alliance, Inc., was founded in 1998. In 2003, the Fells Point Creative Alliance, Inc. redeveloped the vacant Patterson Theater into a vibrant arts center located in one of Baltimore's two Arts and Entertainment District and in Highlandtown's Main Street district. The Patterson Theatre is a dynamic economic and cultural force in the neighborhood and City, housing eight live work artist studios, two galleries, a 200-seat theater, classroom, media center, and offices.

5. **EAST BALTIMORE ENTERPRISE, INC.** **\$50,000.00**  
**CITCP**

The Community Investment Tax Credits complement other State funding programs, which offer resources to assist communities with revitalization efforts. Organizations use tax credits as incentives to obtain donations from individuals and businesses. Tax credits equal 50% of the cash, goods, or real property.

The East Baltimore Enterprise, Inc. will use the tax credits to complement their \$275,000.00 in Community Legacy Funds. The requested funds will be used to help make the Great Blacks in Wax Museum ADA-compliant, renovating the museum's front entrance and restrooms along with the installation of an elevator. The East Baltimore Enterprises, Inc., is the project manager for the Museum.

**MINUTES**

DHCD - cont'd

The Great Blacks in Wax Museum is among the nation's most dynamic cultural and educational institutions. The Museum is committed solely to the study and preservation of African American history. Primarily, the presentation of life-size, life-like wax figures highlighting historical and contemporary personalities of African ancestry defines its uniqueness. The museum is the first wax Museum in the City and the first wax museum of African American history in the nation.

UPON MOTION duly made and seconded, the Board approved and adopted the execution of the foregoing local government resolutions. The Mayor **ABSTAINED** on item no. 3.

**MINUTES**

Department of Housing and - Community Development Block  
Community Development Grant Agreements

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

1. **BANNER NEIGHBORHOODS COMMUNITY CORPORATION, INC.** **\$ 72,295.00**

Account: 2089-208911-5930-436600-603051

The organization will provide educational, summer employment, recreational and cultural enrichment activities for youth in Southeast Baltimore.

2. **BALTIMORE OFFICE OF PROMOTION & THE ARTS, INC.** **\$ 51,300.00**

Account: 2089-208911-5930-423230-603051

The organization's BrightStARTS program will provide free art instruction to children ages 5-18 with workshops in such areas as visual literacy and performing arts. Thirty-one workshops will be held from October 2010 to June 2011 at locations throughout the City.

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

3. **COMMUNITY LAW CENTER, INC. (CLC)** **\$ 97,945.00**

Account: 2089-208911-5930-423629-603051

The organization will provide direct legal services and technical assistance to community-based and faith-based organizations in Baltimore City. The CLC will provide legal services and technical assistance to community-based organizations regarding drug nuisance abatement, illegal dumping, and the elimination of vacant blighting properties. The CLC will also provide real estate research and analysis to devise strategies for the reduction of foreclosure and estate scams.

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

## MINUTES

DHCD - cont'd

4. **BELAIR EDISON NEIHBORHOODS, INC.** **\$100,000.00**

Accounts: 2089-208911-5930-436872-603051	\$ 18,500.00
2089-208911-5930-436881-603051	\$ 10,100.00
2089-208911-5930-436883-603051	\$ 4,400.00
2089-208911-5930-436891-603051	\$ 67,000.00

The organization will provide homeownership counseling services to low-and moderate-income individuals. The organization will also work to facilitate economic development in the Belair-Edison Commercial business district.

**FOR FY 2011, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$16,570.00, AS FOLLOWS:**

**MBE:** \$1,657.00  
**WBE:** \$ 828.00

5. **COMPREHENSIVE HOUSING ASSISTANCE, INC. (CHAI)** **\$ 50,200.00**

Accounts: 2089-208911-5930-437191-603051	\$ 35,200.00
2089-208911-5930-437155-603051	\$ 15,000.00

CHAI will assist low-and moderate-income households in purchasing and/or rehabilitating homes for owner-occupancy. CHAI will provide home buying education and housing counseling services, and also assist existing senior owner-occupants to repair and upgrade their homes. These services are available to low and moderate-income households in designated areas of Northwest Baltimore City.

**FOR FY 2011, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$87,673.00, AS FOLLOWS:**

**MBE:** \$8,767.00  
**WBE:** \$4,383.00

## MINUTES

DHCD - cont'd

6. **HISTORIC EAST BALTIMORE COMMUNITY ACTION COALITION, INC. (HEBCAC)** **\$ 47,500.00**

Accounts: 2089-208911-5930-435081-603051	\$ 10,000.00
2089-208911-5930-435026-603051	\$ 27,000.00
2089-208911-5930-435083-603051	\$ 10,500.00

HEBCAC will provide general oversight, management, and coordination of Community Development Block Grant eligible funded activities provide public information regarding activities being carried out within the HEBCAC area and provide public services to low and moderate-income individuals seeking recovery from drug addiction.

**FOR FY 2011, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$26,500.00, AS FOLLOWS:**

**MBE:** \$3,975.00  
**WBE:** \$1,325.00

7. **INNOVATIVE HOUSING INSTITUTE, INC. (IHI)** **\$ 74,100.00**

Account: 2089-208911-5930-427543-603051

The organization will provide assistance to 114 non-elderly, disabled low and moderate-income families with a one-time subsistence assistance grant through the Enhanced Leasing Assistance Program. The IHI is responsible for obtaining funds to cover a portion of the expenses, which include leasing application fees, security deposits and utility (electricity and telephone) installation fees.

## MINUTES

DHCD - cont'd

8. **JULIE COMMUNITY CENTER, INC. \$ 46,000.00**

Account: 2089-208910-5930-435526-603051 \$ 1,045.34  
 2089-208911-5930-435526-603051 \$ 44,954.66

The organization will provide a variety of public services to low and moderate-income persons that reside in Southeast Baltimore. The services include direct services and/or referrals to emergency social services, health services, youth services, and adult education/GED classes.

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

9. **WYMAN PARK CENTER COUNCIL, INC. \$ 16,678.07**

Account: 2089-208910-5930-426030-603051 \$ 813.07  
 2089-208911-5930-426030-603051 \$ 15,865.00

The organization will operate the Wyman Park Tutorial Program to serve as a support system for students who are potential dropouts, discouraged with schoolwork, and who require remedial educational assistance to maintain grade level standards.

**MWBOO GRANTED A WAIVER.**

10. **NEIGHBORHOOD DESIGN CENTER, INC. (NDC) \$ 78,000.00**

Account: 2089-208911-5930-436080-603051

The organization will provide design and planning assistance for a minimum of 30 community-based revitalization projects in the City's low and moderate-income neighborhoods including Urban Renewal areas. Specifically, the NDC will provide strategic neighborhood planning, neighborhood block projects, program and open space improvements and re-use of existing facilities.

**FOR FY 2011 MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$6,000.00 AS FOLLOWS:**

**MBE:** \$1,500.00

**WBE:** \$ 600.00

## MINUTES

DHCD - cont'd

11. **NEWBORN HOLISTIC MINISTRIES, INC.** **\$ 47,500.00**

Account: 2089-208911-5930-429826-603051

The organization will provide a six-month residential transitional recovery facility called Martha's Place located at 1928 Pennsylvania Avenue and also provides permanent housing to program graduates. The organization will provide services to 24 women in their complete recovery from drug addiction.

**FOR FY 2011 MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$7,000.00 AS FOLLOWS:**

**MBE:** \$1,050.00

**WBE:** \$ 700.00

12. **PUBLIC JUSTICE CENTER, INC.** **\$ 35,720.00**

Account: 2089-208911-5930-433329-603051 \$30,620.00  
2089-208911-5930-433384-603051 \$ 5,100.00

The organization will provide services through the Tenant Advocacy Project (TAP). The services provided will be in the form of free legal services to low and moderate-income tenants in the City.

**FOR FY 2011 MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$7,500.00 AS FOLLOWS:**

**MBE:** \$1,125.00

**WBE:** \$ 375.00

## MINUTES

DHCD - cont'd

13. **ST. AMBROSE HOUSING AID** **\$346,865.00**  
**CENTER, INC.**

Account:	2089-208911-5930-436191-603051	\$175,012.00
	2089-208911-5930-434191-603051	S 59,565.00
	2089-208911-5930-436191-603051	\$112,288.00

The organization will provide one-on-one pre-purchase counseling services to low- and moderate-income persons who are in danger of loosing their homes.

**FOR FY 2011 MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$20,200.00 AS FOLLOWS:**

**MBE:** \$3,030.00

**WBE:** \$1,010.00

On June 30, 2010, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2010 Annual Action Plan for the following formula programs:

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

**MINUTES**

DHCD - cont'd

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2010 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the various community development block grant agreements.

**MINUTES**

Department of Housing and Community - Agreements and an  
Development/Homeless Services Amendment to Agreement

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

**AGREEMENTS**

1. **FRANCISCAN CENTER, INC.** **\$ 20,000.00**

Account: 5000-523111-3571-333783-603051

The organization will provide direct cash assistance to approximately 46 families who are in imminent danger of eviction. Services will also include intake and follow-up counseling to screen all applicants for eligibility followed by three months of counseling.

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

Account: 5000-523111-3571-333738-603051

The organization will use the funds to provide comprehensive assessment, crisis intervention, financial assistance, case management, transportation and mediation of landlord/tenant conflicts, food and referrals.

**MWBOO GRANTED A WAIVER.**

3. **COMMUNITY HOUSING ASSOCIATES** **\$ 20,717.00**

Account: 5000-525111-3573-333755-603051

The organization will oversee and operate a Tenant Advocacy project to provide resource development, service referral and tenants' rights training to low income tenants and tenant organizations.

## MINUTES

DHCD/BHS - cont'd

4. **MARYLAND CENTER FOR VETERANS EDUCATION AND TRAINING (MCVET)** **\$1,387,399.00**

Account: 4000-496211-3572-591421-603051

The MCVET will operate a transitional housing facility, located at 301 N. High Street, a 24-hour per day basis for 120 homeless veterans. The duration of the stay at the facility will not exceed 24 months. The MCVET may grant extensions for the length of time clients may stay based on individual client needs and service plans. The period of the agreement is November 1, 2010 through October 31, 2011.

**MWBOO GRANTED A WAIVER.**

The agreements are late due to a delay at the administrative level.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

AMENDMENT TO AGREEMENT

5. **WOMEN'S HOUSING COALITION** **\$ 0.00**

On April 21, 2010, the Board approved the original agreement in the amount of \$185,535.00 to provide shelter plus care to homeless individuals and families. The period of the agreement was October 1, 2010 through September 30, 2011.

The amendment to agreement corrects the time of performance to August 26, 2010 through August 25, 2011.

**AUDITS NOTED THE AMENDMENT.**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the various agreements and an amendment to agreement. The Comptroller **ABSTAINED** on item no.

2.

**MINUTES**

Department of Housing and Community - Memoranda of Understanding  
Development/Homeless Services

The Board is requested to approve and authorize execution of the listed memoranda of understanding. The period of the memoranda of understanding is July 1, 2010 through June 30, 2013.

1. **HARFORD COUNTY HOUSING AGENCY** **\$ 204,085.00**

Account: 4000-490811-3572-268276-603051

Harford County will provide housing assistance to eligible Harford County residents living in the Baltimore Metropolitan Statistical Area and will be responsible for administering tenant-based rental assistance and contracting with individual property owners to participate in the Housing Opportunities for Persons with AIDS. This assistance will provide 18 housing units to eligible program participants.

2. **BALTIMORE COUNTY, DEPARTMENT OF HEALTH** **\$1,243,497.00**

Account: 4000-490811-3572-334098-603051

The agency will be responsible for administering tenant-based rental assistance by engaging the Baltimore County Housing Office to conduct tenant-based rental assistance and contracting with individual property owners to participate in the Housing Opportunities for Persons with AIDS program. This assistance will provide housing units to eligible program participants.

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

**MWBOO GRANTED A WAIVER**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**Dept. of General Services - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 3144 Foster Ave. Annual Charge: \$ 76.30	Travis Che Jarrell	Garage Extension 10'11" x 2'
2. 3101 Wyman Park Annual Charge: \$ 98.00	John Hopkins Medical Services Corporation	Service Connection two 4" Conduit @ 14'
3. 3430 S. Dillon St. Annual Charge: \$108.47	Heather Bailey	Garage Extension 10'4" x 3'
4. 899 N. Howard St. Annual Charge: \$ 70.30	Yong Investment, LLC	One handicap ramp 10' x 6' 3"
5. 240 N. Luzerne Ave. Annual Charge: \$ 70.30	Tat Wai Moy	One handicap ramp 23' x 3'
6. 1622 Thames St. Annual Charge: \$ 87.90	Mitchell Martin	One flat sign 7' x 2' One bracket sign 2' x 4'

## MINUTES

DGS - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
7. 37-39 S. Charles Street	Lombard Street Lofts, LLC	Retain one single face sign 12' x 2', one double face sign 3' x 2'
Annual Charge: \$281.60		
8. 1111 Light Street	1111 Light Street, LLC	One metal canopy 23' x 4', eight spot reflectors
Annual Charge: \$334.00		
9. 31 Light Street	31 Light Street, LLC	Two double face electric signs 3' x 3'
Annual Charge: \$281.20		
10. 2935 O'Donnell Street	Ghulam H. Ahmed	One awning w/ signage, 13'x 2½', two spot reflectors
Annual Charge: \$175.80		

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. The President **ABSTAINED** on item no. 2.

**MINUTES**

Department of Recreation - Grant Award  
and Parks

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award with the Maryland Ravens Disability Awareness Program, Inc. (Ravens Program). The period of the grant agreement is for 2010 through 2011 season.

**AMOUNT OF MONEY AND SOURCE:**

\$7,000.00 - 1001-000000-4805-371400-607001

**BACKGROUND/EXPLANATION:**

The grant award will provide funds in support of the Ravens Program adapted sports activities for people with disabilities. Twenty years ago the Department made a commitment to create recreational programming opportunities for Baltimore's children and young adults with disabilities. Since then, the Maryland Ravens Program has created hundreds of opportunities for disabled individuals to actively participate in adapted/wheelchair sports, including basketball, softball, tennis and bocce.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized the acceptance of a grant award with the Maryland Ravens Disability Awareness Program, Inc.

**MINUTES**

Department of Recreation & Parks - Right-of-Entry Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a right-of-entry agreement with the Coppin Heights Community Development Corporation (CHCDC). The period of the agreement is effective upon Board approval for three months.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The CHCDC is a 501(c)(3) organization, established by Coppin State University to advance the community improvement and neighborhood revitalization agenda for the Coppin Heights/Rosemont Community.

The CHCDC has received a grant from Healthy Neighborhoods, Inc. to perform improvements in Easterwood Park, to include but not be limited to the establishment of 15 trees, grills, picnic benches, and ADA accessible picnic tables. The right-of-entry will allow the CHCDC's contractor to access the park to complete these improvements.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the right-of-entry agreement with the Coppin Heights Community Development Corporation. The Comptroller **ABSTAINED**.

**MINUTES**

Circuit Court - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the Baltimore Substance Abuse Systems, Inc. (BSAS). The period of the agreement is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$205,926.00 - D552-110-901-00-000/D551-110-901-00-000

**BACKGROUND/EXPLANATION:**

The Circuit Court was awarded funding from the Department of Justice, Office of Justice Programs to purchase residential substance abuse treatment slots to service participants of the Felony Diversion Drug Treatment Court. The Circuit Court will enter into an agreement with the BSAS to contract with seven state-certified addiction treatment providers to provide services with the funds awarded.

The Circuit Court's Drug Court Coordinator and the BSAS Criminal Justice Coordinator will collaborate with each other regarding treatment and fiscal administration issues. The BSAS will facilitate the provider selection process in cooperation with the Drug Court Coordinator. The BSAS will prepare Provider Agreements for the selected providers. It is anticipated there will be 23 criminal offenders treated during the 12 month period. These purchased treatment slots will be designated for criminal offenders referred by the Felony Diversion Drug Treatment Court.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the agreement with the Baltimore Substance Abuse Systems, Inc. The Mayor **ABSTAINED**. The President **ABSTAINED**.

## MINUTES

Health Department - Agreements

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

1. **EMPOWERING NEW CONCEPTS, INC.** **\$ 63,550.00**

Account: 4000-418711-3030-274420-603051

The organization will implement the D-UP! Defend Yourself Project, a community-level intervention that attempts to prevent new HIV infections among African American Men who have sex with men (MSM) in Baltimore City. The core objectives are to change social norms and perceptions of Black MSM regarding safer practices, to improve their sense of self-worth as Black MSM, promote the benefits of consistent condom use, and increase feelings of positive self-worth among friends and acquaintances.

2. **AIDS ACTION BALTIMORE, INC.** **\$ 25,000.00**

Account: 4000-418711-3030-513220-603051

The organization will perform services in the area of Non-Racially Targeted Rewriting Inner Scripts. The organization will provide a one-day retreat for men who have sex with men (MSM) in Baltimore City to assist them in making the connection between past oppression and current behavior, to better prepare them to participate and engage in other health programs.

The agreements are late because they were recently received from the providers.

**MINUTES**

Health Department - cont'd

3. **VICTOR A. FERRANS, M.D.** **\$ 20,000.00**

Account: 4000-425511-3041-268500-603018

Mr. Ferrans will perform on-site psychological evaluations for nursing home placements, on-site psychological evaluations of clients in nursing homes, review psychological reports for patients in nursing homes, submit a written report to the Health Department's Adults Evaluations and Review Services program delineating a treatment plan for each client/patient.

Mr. Ferrans will be reimbursed at the rate of \$200.00 for each comprehensive psychological evaluation and \$50.00 for each review of a psychological evaluation.

This agreement is late because the Department recently received the FY'11 budget account number for this program.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTIONS.**

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

**MINUTES**Health Department - Expenditure of Funds

The Board is requested to approve the expenditures of funds to purchase incentive cards and passes from the following vendors for the indicated programs:

<u>Gift Card</u>	<u>Program</u>	<u>Amount</u>
1. <b>WALMART</b> <b>TARGET</b>	Healthy Homes and Communities, Division of Asthma	<b>\$2,500.00</b>
50 Walmart gift cards @ \$25.00 ea.		\$1,250.00
50 Target gift cards @ \$25.00 ea.		\$1,250.00

Account: 4000-428710-3050-283300-604051

One \$25.00 gift card will be given to reducing asthma disparities clients as an incentive to complete the one-year asthma home visiting study.

2. <b>AMC MOVIE PASSES</b>	Adolescent Health Contact-U Program	<b>\$2,934.95</b>
250 tickets @ \$7.50 ea.		\$1,875.00
150 drink show snacks @ \$3.00 ea.		\$ 450.00
200 popcorn show snack @ \$3.00 ea.		\$ 600.00
shipping costs @ 9.95		\$ 9.95

Account: 4000-422711-3080-294000-604051

AMC movie packets will be given to the Contact-U Project participants. The project is a collaboration between the Health Department and The Johns Hopkins University Bloomberg School of Public Health. By employing innovative technological methods, this intervention aims to build the client-clinic relationship and enhance the family planning clinic's role in adolescent contraceptive method choice and continuation.

The Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for:

**MINUTES**Health Department - cont'd

- 1) a single means of procuring all incentive cards through the Board,
- 2) the documentation of each incentive card and its recipient,
- 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and;
- 4) periodic internal audits of programs' activity vis-à-vis the internal policy.

This policy has been reviewed by both the Solicitor's Office and by the Department of Audits. All requests for the incentive cards will be submitted to Audits for approval.

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

UPON MOTION duly made and seconded, the Board approved and authorized the expenditures of funds to purchase incentive cards and passes from the foregoing vendors for the indicated programs. The President **ABSTAINED** on item no. 2.

**MINUTES**

Law Department - Settlement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a settlement of Urbania Development, LLC v. MCCB, Circuit Court for Baltimore City, Case No. 24-C-09-006960.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

Under the settlement, Urbania Development, LLC (Urbania) will dismiss with prejudice, its claim for damages relating to the City's demolition of the real properties at 1417 and 1419 Poplar Grove Street. The City will dismiss with prejudice its counterclaim for the municipal liens owed, and Urbania will transfer to the City, the title to the vacant lots.

In exchange for Urbania's dismissal of its claim for damages and plaintiff's transfer of title to the leasehold interest in the properties to the City, the City will dismiss its claim for approximately \$52,600.00 in liens. The bulk of the liens relate to the cost of razing which the City will administratively abate when it accepts title to the lots.

Urbania became the owner of 1417 and 1419 Poplar Grove Street by tax sale foreclosure actions. The Department of Housing and Community Development (DHCD) mailed to Urbania notices relating to the unsafe conditions of the properties in June 2006. Urbania obtained a work permit for one of the properties and claims that both properties were made stable. After the work permit expired, a Building Inspector visited the properties in September, 2006 and took photographs to document that the properties remained blighted. The sidewall at 1417 Poplar Grove Street had separated and there was a risk of collapse. The properties were then scheduled for non-emergency razing that was performed in October, 2006.

**MINUTES**Law Department - cont'd

The DHCD and the Law Department's Settlement Committee recommended the proposed settlement. Although the City will release the outstanding liens owed against the properties, the City will receive title to the leasehold interest in the vacant lots.

**APPROVED FOR FUNDS BY FINANCE.**

UPON MOTION duly made and seconded, the Board approved and authorized the a settlement of Urbania Development, LLC v. MCCB, Circuit Court for Baltimore City, Case No. 24-C-09-006960.

**MINUTES**

Department of - Agreement  
General Services

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the Maryland Transportation Authority (MDTA) and Canton Development Co., Inc. (Canton). The period of the agreement is effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Maryland Port Administration (MPA) entered into a lease in 2009 with Ports America (PA) to operate the Seagrit Marine Terminal. As one of the requirements of the lease, the MPA is required to close two streets located within the terminal by January 2011. Failure to do so would be considered a default by the MPA under the lease. The two streets are Newgate Avenue and Vail Street which have been paved over and are part of parking facilities located within the terminal which is a secured facility. The City is in the process of closing the two streets since they have not been open to the public since 1990. In the late 1980's the State built at its expense a new road/elevated rampway connecting Newgate Avenue to Broening Highway (New Vail Street). New Vail Street was not dedicated to the City and today is owned by the MDTA and Canton. The City has agreed at the request of the MPA to close the two streets and transfer them to MPA for no monetary consideration. The consideration for the transfer is to have the MDTA and Canton provide an easement to the City for the continued public use of New Vail Street and the obligation of the MDTA and Canton to maintain New Vail Street. The lease with the PA is an important factor in the economic viability of the port which is important to the economics of the City.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the agreement with the Maryland Transportation Authority and Canton Development Co., Inc.

**MINUTES**Department of General Services - Increase in Upset Limit for  
Indefinite Quantity Contracts

The Board is requested to approve an increase to the upset limit under the following indefinite quality contracts (IQC).

	<u>Increased Upset Limit</u>
1. NORTH POINT BUILDERS, INC.	\$750,000.00
2. OMF CONTRACTORS, INC.	\$750,000.00
3. JOHN BRAWNER CONTRACTING	\$750,000.00
4. WARWICK SUPPLY & EQUIPMENT INC.	\$750,000.00

Account - None at this time. Funds will be identified as urgent needs arise.

**BACKGROUND/EXPLANATION:**

On January 14, 2009, the Board approved the awards to the listed IQC contractors under the IQC for "General Construction Work and Related Services".

The contracts were set up with an amount of 'Not to Exceed \$750,000.00' and 'piggy-backed' off of the State of Maryland Department of General Service's IQCs until the Department established its own City contracts. A period of one-year was established for these IQCs.

The State exercised its option to renew the contract with the listed IQC contractors. As such, the City submitted a \$750,000.00 Capacity Increase request for each contractor which the Board approved on September 2, 2009, and accordingly, the upset limit total was \$1,500,000.00. An 18-month Time Increase Request was also approved by the Board on January 13, 2010.

**MINUTES**Department of General Services - cont'd

Based on the project task activities since the contracts were executed, the Department seeks to increase the upset limit for these contracts by an additional \$750,000.00 in order to maintain sufficient capacity under the contracts to respond to the existing project tasks during the remaining time of the contracts. Upon approval of this request, the upset limit for each contractor will be \$2,250,000.00. The period of the contract will not change with this request. All other terms and conditions of the original IQC remain unchanged.

The Department anticipates a favorable vote in November 2010 to the proposed Charter amendment, so that the City will have the authority to develop its own IQC program by the Spring of 2011.

**A LETTER OF PROTEST WAS RECEIVED FROM THE MARYLAND MINORITY CONTRACTORS ASSOCIATION, INC.**

This item was **DEFERRED** one week to October 13, 2010.

**MINUTES**

Baltimore Police Department - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from the United States Department of Justice, Office of Justice Programs, Bureau of Justice Assistance. The period of the grant award is October 01, 2010 through September 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$ 817,260.00	- Personnel
72,000.00	- Contractual Services
210,740.00	- Equipment
<u>\$1,100,000.00</u>	- 4000-468211-2022 693700-600000

**BACKGROUND/EXPLANATION:**

The FY 2010 Baltimore City Gun & Gang Impact Program seeks to substantially impact the increasing violent crime rates within the City of Baltimore. The funding will be used toward the program goal of facilitating the joint multi-jurisdictional efforts in reducing gun, gang, and violent crime activities with the region.

**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 the acceptance of the grant award from the United States Department of Justice, Office of Justice Programs, Bureau of Justice Assistance.

## 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. <u>PREEMINENCE, INC.</u>	<u>\$ 9,185.00</u>	<u>Low Bid</u>
Solicitation No. B50001643 - Round Concrete Planters - Department of Transportation - Req. No. R557618		

2. <u>TIPCO TECHNOLOGIES, INC.</u>	<u>\$15,000.00</u>	<u>Increase</u>
Solicitation No. 07000 - Steel Toe Hip Boots - Department of Public Works - Req. No. R555009		

On May 19, 2010, the Board approved the initial award in the amount of \$8,625.24. The period of the increase in award is May 27, 2010 through May 26, 2011.

3. <u>SAFETY WORKS, INC.</u>	<u>\$14,720.00</u>	<u>Only Bid</u>
Solicitation No. B50001633 - Medical Supplies - Health Department - Req. No. R552805		

The price considered is fair and reasonable. The period of the award is October 6, 2010 through October 5, 2011, with two 1-year renewal options.

4. <u>ENVIRONMENTAL SERVICE &amp; EQUIPMENT COMPANY, INC.</u>	<u>\$18,626.86</u>	<u>Sole Source</u>
Solicitation No. 08000 - Chlorination Equipment - Department of Public Works - Req. No. R558003		

The vendor is the sole distributor for Baltimore for these required parts.

5. <u>COLE MEDICAL</u>	<u>\$19,274.28</u>	<u>Low Bid</u>
Solicitation No. B50001626 - Various Medical Supplies - Health Department - Req. No. R551986		

6. <u>SOUTHEASTERN EMERGENCY EQUIPMENT</u>	<u>\$ 7,577.06</u>	<u>Low Bid</u>
Solicitation No. B50001614 - Medical Supplies - Health Department - Req. No. R551509		

The period of the award is October 6, 2010 through October 5, 2011, with two one-year renewal options.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

7. RENOLD, INC.	\$24,458.00	Sole Source
Solicitation No. 08000 - Carter Drive Parts - Department of Public Works - Req. No. R557268		

Renold, Inc. is the sole authorized supplier and repairer of Carter products.

8. THOM BECKLEY INC. T/A		
ENDLESS SUMMER RV'S	\$ 0.00	Renewal
Solicitation No. 08000 - OEM Parts and Service for Field Health Unit - Department of General Services - Req. No. P511469		

On December 16, 2009, the Board approved the initial award in the amount of \$24,000.00. The award contained one 1-year renewal option at the sole discretion of the City. This renewal is for the period December 16, 2010 through December 15, 2011.

9. ORGANIZATIONAL		
DEVELOPMENT SERVICES	\$16,800.00	Sole Source
Solicitation No. 08000 - Computer Software Training - Department of Housing and Community Development - Req. No. R556141		

The vendor is the sole provider of training on Child Outcome Performance Assessment (COPA) software that is used by the Head Start program.

10. ALTY CLEANING SERVICE, INC.	\$17,280.00	Renewal
Solicitation No. B50000706 - Janitorial Services - Enoch Pratt Free Library - Req. No. R558515		

On October 22, 2008, the Board approved the initial award in the amount of \$17,280.00. The award contained three 1-year renewals at the sole discretion of the City. This renewal in the amount of \$17,280.00 is for the period November 11, 2010 through October 31, 2011, with one 1-year renewal option remaining.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- |  |                    |                |
|--|--------------------|----------------|
| 11. <u>ALTY CLEANING SERVICE, INC.</u>   | <u>\$ 7,200.00</u> | <u>Renewal</u> |
| Solicitation No. B50000704 - Janitorial Services - Enoch Pratt Free Library - Req. No. R558498 |                    |                |

On October 29, 2008, the Board approved the initial award in the amount of \$7,200.00. The award contained renewal options at the sole discretion of the City. Subsequent actions have been approved. This renewal in the amount \$7,200.00 is for the period November 1, 2010 through October 31, 2011.

- |   |                     |                |
|---|---------------------|----------------|
| 12. <u>VICTOR STANLEY, INC.</u>   | <u>\$ 12,366.00</u> | <u>Low Bid</u> |
| Solicitation No. 07000 - Black Street Benches - Department of Transportation - Req. No. R557462 |                     |                |

- |  |                       |                    |
|--|-----------------------|--------------------|
| 13. <u>VERIZON OF MARYLAND, INC.</u>   | <u>\$1,100,000.00</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - Provide Enhanced 911 Service for City of Baltimore - Police Department - Req. No. R556860 |                       |                    |

The vendor is the sole provider of Enhanced 911 Service in Maryland and is regulated by the Maryland Public Services Commission.

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.

**(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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|--|--------------|----------|
| 14. ARC ENVIRONMENTAL<br>INC.  | \$ 80,000.00 | Increase |
| Solicitation No. B50001310 - Services for Lead Testing -<br>Department of Health - Req. Nos. Various |              |          |

On February 17, 2010, the Board approved the initial award in the amount of \$40,950.00. The award contained two 1-year renewal options at the sole discretion of the City. Due to an increase in usage, an increase in the amount of \$80,000.00 is necessary, making the total award amount \$120,950.00.

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

- |  |         |         |
|--|---------|---------|
| 15. MARYLAND CHEMICAL<br>COMPANY, INC.   | \$ 0.00 | Renewal |
| Solicitation No. B50000066 - 25% Sodium Hydroxide Solution -<br>Department of Public Works, Bureau of Water and Wastewater -<br>P.O. No. P500610 |         |         |

On October 10, 2007, the Board approved the initial award in the amount of \$54,000.00. The award contained three 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This is the final renewal for the period November 1, 2010 through October 31, 2011.

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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|--|--------------|----------|
| 16. INTERSTATE TRUCK<br>EQUIPMENT, INC.  | \$150,000.00 | Increase |
| Solicitation No. 06000 - OEM Parts and Service for Seagrave Fire Apparatus - Department of General Services - Purchase Order No. P502097 |              |          |

On April 30, 2008, the Board approved the initial award in the amount of \$114,000.00. The award contained two 1-year renewal options at the sole discretion of the City. The first call vendor on this contract is no longer an authorized representative for parts and service from this manufacturer. The second call vendor on this contract continues to supply parts and service as required. This increase in the amount of \$150,000.00 to increase the amount awarded the second vendor on this contract. The contract expires on April 30, 2011 with two 1-year renewal options remaining.

**MWBOO GRANTED A WAIVER.**

- |   |                |                           |
|---|----------------|---------------------------|
| 17. ATLANTIC EMERGENCY<br>SOLUTIONS, INC.   | \$1,000,000.00 | Agreement/<br>Sole Source |
| Solicitation No. 08000 - OEM Parts and Service for Pierce Fire Apparatus - Department of General Services - Req. Nos. Various |                |                           |

The Board is requested to approve and authorize execution of an agreement with Atlantic Emergency Solutions, Inc. The period of the agreement is October 6, 2010 through October 5, 2013, with two 1-year renewals.

The vendor is the only dealer authorized to supply OEM parts required by the agency for the State of Maryland.

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

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |   |              |           |
|---|--------------|-----------|
| 18. CB FLOORING,<br>LLC   | \$ 50,000.00 | Extension |
| Solicitation No. B50000698 - Furnish and Install Carpet -<br>Agencies - Various - Req. Nos. Various |              |           |

On November 5, 2008, the Board approved the initial award in the amount of \$200,000.00. Although the two 1-year renewal options remain, the Bureau of Purchases recommends that the contract not be renewed because one vendor (CB Flooring, LLC) failed to meet its MBE/WBE goals, and the other vendor (OMF Contractors Inc.) does not wish to continue with the contract. The Bureau of Purchases is requesting a three month extension to CB Flooring, LLC to allow time for this requirement to be rebid.

CB Flooring, LLC

<b>MBE:</b> Granite World and Flooring		18%
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<b>WBE:</b> Letke Security Contractors, Inc.	\$10,000.00	5%
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OMF Contractors, Inc.

<b>MBE:</b> American Interiors, LLC		18%
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<b>WBE:</b> Letke Security Contractors, Inc.		5%
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**MWBOO SET GOALS OF 18% MBE AND 5% WBE AND FOUND THE VENDOR IN NON-COMPLIANCE ON SEPTEMBER 15, 2010 FOR NOT SHOWING A GOOD FAITH EFFORT TO UTILIZE MBE/WBE FIRMS.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

19. AFFILIATED COMPUTER SERVICES	\$ 0.00	Termination for Convenience
<hr/>		
Contract BP 03124 - False Alarm Reduction Program - Police Department	- Req.	No. N/A

On July 16, 2003, the Board approved the initial award in the amount of \$2,855,753.97. The current expiration date of the contract is July 14, 2011.

The Board is requested to terminate the contract for convenience effective November 5, 2010, as being in the best interest of City.

Department of General Services

20. ALL ABOUT DOORS INC.	\$17,675.00	Low Bid
<hr/>		
IC 532 - Installation of New Overhead Doors Project at Fleet, Western Substation - Department of General Services -		
21. ALL ABOUT DOORS INC.	\$17,750.00	Low Bid
<hr/>		
IC 531 - Installation of New Overhead Doors Project at Fleet, Northwest Substation - Department of General Services		
22. CITIROOF CORPORATION	\$13,798.00	Low Bid
<hr/>		
IC 536 - Gutter Replacement and Related Work at the Leakin Park Pumping Station - Department of General Services		

UPON MOTION duly made and seconded, the Board approved the foregoing informal awards and increases and Extensions to Contracts. The President **ABSTAINED** on item no. 15.

**MINUTES**

Office of the Labor Commissioner - Settlement Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** a settlement agreement with the City Union of Baltimore (CUB).

**AMOUNT OF MONEY AND SOURCE:**

\$186,883.84 - 1001-000000-1773-179699-603070

**BACKGROUND/EXPLANATION:**

The CUB filed a grievance on behalf of Messers. Eric Banks, Glenwood Thomas, and Lanny Boddy; alleging violations of the City Charter and the Memorandum of Understanding. In lieu of an arbitration hearing, the parties have agreed to the terms of the settlement agreement.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board **NOTED** a settlement agreement with the City Union of Baltimore.

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:

76 - 86

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 Comptroller **ABSTAINED**  
on item no. 2.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

1.	B50001619, Fall 2010 Trees Balti- more		\$	<b>80,948.00</b>
		Gilmore Plant & Bulb Co., Inc.	\$	9,843.00
		John Deere Landscapes	\$	12,134.00
		Schichtel's Nursey	\$	8,384.00
		Shemin Nurseries	\$	50,587.00

**MWBOO GRANTED A WAIVER.**

2.	B50001415, Body Shop Repair Services			<b>\$6,000,000.00</b>
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Eleven bids were received and opened on June 16, 2010. All eleven qualified as responsive and responsible bidders meeting specifications. The individual jobs will be bid among these vendors as they arise.

**MWBOO SET GOALS OF 6% MBE AND 3% WBE.**

WHILE ALL OF THE BIDDERS SUBMITTED THE REQUIRED MBE/WBE PERCENTAGES, ALL INCLUDED SUPPLIERS WHO EXCEEDED 50% OF THE MBE/WBE GOALS ALLOWED BY THE SOLICITATION. FURTHER, MANY BIDDERS MADE OTHER TECHNICAL ERRORS IN THEIR MBE/WBE SUBMISSIONS. THE VENDORS WILL BE GIVEN TEN DAYS AFTER THE AWARD TO COME INTO COMPLIANCE. MWBOO CONCURRED.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases - cont'dHarbor Truck Sales and Service, Inc. t/a Baltimore Freightliner

<b>MBE:</b> Millenium Auto Parts	3.00%
Fire Safety Co.	<u>3.00%</u>
	<b>6.00%</b>
<b>WBE:</b> Fitch Dustdown Company	1.50%
Viking Janitorial Supplies	<u>0.00%*</u>
	<b>1.50%</b>

**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

**\*THE BIDDER DID NOT ACHIEVE THE WBE GOAL. NOT MORE THAN 50% OF EACH GOAL MAY BE ATTAINED BY EXPENDITURES TO MBE/WBE SUPPLIERS WHO ARE NOT MANUFACTURERS. THEREFORE, THE MAXIMUM VALUE ALLOWED HAS BEEN APPLIED.**

Middleton & Meads Co., Inc.

<b>MBE:</b> Millenium Auto Parts	3.00%*
Cherry Hill Towing	0.00%
Synergy Printing	<u>1.00%</u>
	<b>4.00%</b>
<b>WBE:</b> Chesapeake Wiper & Supply	1.50%*
BFPE International	0.75%
Baltimore Electric Service	<u>0.00%*</u>
	<b>2.25%</b>

**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

**\*THE BIDDER DID NOT ACHIEVE THE MBE/WBE GOALS. NOT MORE THAN 50% OF EACH GOAL MAY BE ATTAINED BY EXPENDITURES TO MBE/WBE SUPPLIERS WHO ARE NOT MANUFACTURERS. THEREFORE, THE MAXIMUM VALUE ALLOWED HAS BEEN APPLIED. ADDITIONALLY, CHERRY HILL (HAULING) & TOWING IS NOT CERTIFIED FOR TOWING SERVICES. THE WORK/SERVICE TO BE PERFORMED BY BALTIMORE ELECTRIC SUPPLY IS NOT INDICATED ON THE STATEMENT OF INTENT FORM, PART C.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases - cont'dLinthicum Ferndale Auto & Truck Repair, Inc.

MBE: AJ Stationers, Inc. 2.00%

WBE: Robnet, Inc. 1.50%  
 Brooklyn/Progressive Auto \*\*  
 Paint Group, Inc.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

THE BIDDER DID NOT ACHIEVE THE MBE/WBE GOALS. NOT MORE THAN 50% OF EACH GOAL MAY BE ATTAINED BY EXPENDITURES TO MBE/WBE SUPPLIERS WHO ARE NOT MANUFACTURERS. THEREFORE, THE MAXIMUM VALUE ALLOWED HAS BEEN APPLIED.

\*\*BROOKLYN/PROGRESSIVE AUTO PAINT GROUP, INC., LISTED AS THE WBE ON THE STATEMENT OF INTENT FORM IS CERTIFIED AS AN MBE WITH BALTIMORE CITY. ADDITIONALLY, THE SERVICES FOR THIS COMPANY ARE NOT INDICATED.

Donahoo Collision Center

MBE: Millennium Auto Parts 0.00%\*

WBE: Doug's Auto Recycling 1.50%\*\*

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

\*THE STATEMENT OF INTENT FORM FOR THE MBE, MILLENNIUM AUTO PARTS, DID NOT CLEARLY SPECIFY THE PERCENTAGE TO BE APPLIED TO EITHER THE SUPPLIES (RECYCLED AUTO PARTS) OR THE SERVICE (TOWING AND STORAGE) TO BE PROVIDED. THEREFORE, THE TOTAL PERCENTAGE FOR THE MBE CANNOT BE DETERMINED.

\*\*ADDITIONNALLY, THE BIDDER DID NOT ACHIEVE THE MBE/WBE GOALS. NOT MORE THAN 50% OF EACH GOAL MAY BE ATTAINED BY EXPENDITURES TO MBE/WBE SUPPLIERS WHO ARE NOT MANUFACTURERS. THEREFORE, THE MAXIMUM VALUE ALLOWED HAS BEEN APPLIED.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases - cont'dLords Collision Experts t/a Security Auto Body

<b>MBE:</b> Brooklyn Progressive Paint	3.00%
Millennium Auto Parts	<u>0.00%*</u>
	<b>3.00%</b>

<b>WBE:</b> Doug's Auto Recycling	1.00%
Robnet, Inc.	0.50%*
Chesapeake Wiper & Supply, Inc.	<u>0.00%*</u>
	<b>1.50%</b>

**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

**\*THE BIDDER DID NOT ACHIEVE THE MBE/WBE GOALS. NOT MORE THAN 50% OF EACH GOAL MAY BE ATTAINED BY EXPENDITURES TO MBE/WBE SUPPLIERS WHO ARE NOT MANUFACTURERS. THEREFORE, THE MAXIMUM VALUE ALLOWED HAS BEEN APPLIED.**

Valley Chevrolet, LLC t/a Fox Chevrolet Timonium

<b>MBE:</b> Millennium Auto Parts	3.00%*
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<b>WBE:</b> Robnet, Inc.	1.50%*
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**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

**\*THE BIDDER DID NOT ACHIEVE THE MBE/WBE GOALS. NOT MORE THAN 50% OF EACH GOAL MAY BE ATTAINED BY EXPENDITURES TO MBE/WBE SUPPLIERS WHO ARE NOT MANUFACTURERS. THEREFORE, THE MAXIMUM VALUE ALLOWED HAS BEEN APPLIED. MWBOO FOUND VENDOR IN NON-COMPLIANCE. ADDITIONALLY, THE BIDDER FAILED TO SUBMIT PART D, MBE/WBE PARTICIPATION AFFIDAVIT.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases - cont'dHerman Born & Sons, Inc.

<b>MBE:</b> Brooklyn/Progressive Paint	3.00%*
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<b>WBE:</b> Robnet, Inc.	1.50%*
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**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

**\*THE BIDDER DID NOT ACHIEVE THE MBE/WBE GOALS. NOT MORE THAN 50% OF EACH GOAL MAY BE ATTAINED BY EXPENDITURES TO MBE/WBE SUPPLIERS WHO ARE NOT MANUFACTURERS. THEREFORE, THE MAXIMUM VALUE ALLOWED HAS BEEN APPLIED.**

Beaver's Auto Body Repair Center, Inc.

<b>MBE:</b> Brooklyn/Progressive Auto Paint Group, Inc.	2.00%
Millennium Auto Parts	1.00%*
Silverback, LLC, d/b/a Kwik Copy	1.00%
L & J Construction	<u>1.00%</u>
	<b>5.00%</b>

<b>WBE:</b> Robnet, Inc.	1.00%
Chesapeake Wiper & Supply	0.50%*
BFPE	1.00%
Doug's Auto Recycling	<u>0.00%*</u>
	<b>2.50%</b>

**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

**\*THE BIDDER DID NOT ACHIEVE THE MBE/WBE GOALS. NOT MORE THAN 50% OF EACH GOAL MAY BE ATTAINED BY EXPENDITURES TO MBE/WBE SUPPLIERS WHO ARE NOT MANUFACTURERS. THEREFORE, THE MAXIMUM VALUE ALLOWED HAS BEEN APPLIED.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases - cont'dR&E Body & Paint, Inc.

<b>MBE:</b> Millennium Auto Parts	2.00%
Brooklyn/Progressive Auto	<u>1.00%*</u>
Paint Group, Inc.	<b>3.00%</b>

<b>WBE:</b> Doug's Auto Recycling	1.50%*
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**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

**\*THE BIDDER DID NOT ACHIEVE THE MBE/WBE GOALS. NOT MORE THAN 50% OF EACH GOAL MAY BE ATTAINED BY EXPENDITURES TO MBE/WBE SUPPLIERS WHO ARE NOT MANUFACTURERS. THEREFORE, THE MAXIMUM VALUE ALLOWED HAS BEEN APPLIED.**

Al Packer's White Marsh Ford, LLC

<b>MBE:</b> Millennium Auto Parts	0.00%*
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<b>WBE:</b> Fitch Dustdown Company	1.50%*
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**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

**\*THE BIDDER DID NOT ACHIEVE THE MBE/WBE GOALS. THE BIDDER FAILED TO INDICATE THE PERCENTAGE OF THE WORK TO BE PERFORMED BY THE MBE IN THE STATEMENT OF INTENT, PART C. ADDITIONALLY, NOT MORE THAN 50% OF EACH GOAL MAY BE ATTAINED BY EXPENDITURES TO MBE/WBE SUPPLIERS WHO ARE NOT MANUFACTURERS. THEREFORE, THE MAXIMUM VALUE ALLOWED HAS BEEN APPLIED.**

C & W Body & Fender Shop, Inc.

<b>MBE:</b> Millennium Auto Parts	6.00%
L & J Construction Services, Inc.	<u>1.00%</u>
	<b>7.00%</b>

<b>WBE:</b> Robnet, Inc.	1.50%*
Brooklyn/Progressive Auto	<u>0.00%**</u>
Paint Group, Inc.	<b>1.50%</b>

**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases - cont'd

THE BIDDER DID NOT ACHIEVE THE MBE/WBE GOALS. \*NOT MORE THAN 50% OF EACH GOAL MAY BE ATTAINED BY EXPENDITURES TO MBE/WBE SUPPLIERS WHO ARE NOT MANUFACTURERS. THEREFORE, THE MAXIMUM VALUE ALLOWED HAS BEEN APPLIED.

\*\*BROOKLYN/PROGRESSIVE AUTO PAINT GROUP, INC., NAMED AS THE WBE IS CERTIFIED AS AN MBE WITH BALTIMORE CITY.

- |    |  |  |  |
|----|--|--|--|
| 3. | B50000020, After-market Parts and Services for Heavy Equipment | Correlli, Inc.<br><br>Fleetpride<br><br>Waste Equipment Sales & Service, LLC | <b>CORRECTION OF CONTRACT RENEWAL DATE</b> |
|----|--|--|--|

On September 15, 2010, the Board approved a one-year renewal for this contract to expire on September 30 2011. However, the renewal option contained in the contract was actually for two years. Therefore, the Board is requested to correct the renewal date of the contract to expire on September 30, 2012.

- |    |                                       |                  |  |
|----|---------------------------------------|------------------|--|
| 4. | B50000002, Vehicle Upholstery Service | Smith Auto Glass | <b>CORRECTION OF CONTRACT RENEWAL DATE</b> |
|----|---------------------------------------|------------------|--|

On September 15, 2010, the Board approved a one-year renewal for this contract to expire on September 16, 2011. However, the renewal option contained in the contract was actually for two years. Therefore, the Board is requested to correct the renewal date of the contract to expire on September 16, 2012.

**MINUTES****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:**Bureau of Purchases - cont'd

5. B50001609, Traffic Signal Cable      **REJECTION** - On September 15, 2010, three bids were received and opened. The Board is requested to reject all bids because two of the bids received were found to be non-responsive and materially defective. The remaining bid was found to be more than the engineer's estimate. The requirement will be re-bid at a later date.

Department of Transportation

6. TR 10005, Uplands Re-development, Mass Grading & Infrastructure	Monumental Paving & Excavating Inc.	\$18,279,447.78
<b>MBE:</b> AJO Concrete Constr., Inc.	\$ 354,290.00	1.94%
T E Jeff, Inc.	1,945,000.00	10.64%
Machado Construction Company, Inc.	100,000.00	0.55%
P & J Contracting Company, Inc.	173,000.00	0.95%
Phipps Construction Contractors, Inc.	930,000.00	5.09%
Priority Construction Corp.	<u>1,433,614.60</u>	<u>7.84%</u>
<b>Total</b>	<b>\$4,935,904.60</b>	<b>27.00%</b>

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Transportation - cont'd

<b>WBE:</b> American Tennis Courts, Inc.	\$ 70,728.00	0.39%
The Dirt Express Co.	320,000.00	1.75%
Empire Landscaping, LLC	109,608.00	0.60%
Haines Industries, Inc.	162,041.25	0.89%
William T. King, Inc.	162,790.00	0.89%
McCall Trucking	<u>1,003,000.00</u>	<u>5.49%</u>
<b>Total</b>	<b>\$1,828,167.25</b>	<b>10.00%</b>

MWBOO FOUND VENDOR IN COMPLIANCE.

A PROTEST HAS BEEN RECEIVED FROM CIVIL CONSTRUCTION, LLC.

A PROTEST HAS BEEN RECEIVED FROM FACCHINA CONSTRUCTION CO.

CORRESPONDENCE HAS BEEN RECEIVED FROM MONUMENTAL PAVING &  
EXCAVATING, INC.

(FILE NO. 56376)

President: "The first item on the non-routine agenda is located on page 76, item no. 6 - 7, - TR10005, Uplands Redevelopment Mass Grading and Infrastructure. Will the parties please come forward."

President: There are no parties?

Jamie Kendrick: "With that Mr. President we would ask that the Board dismiss the Civil protest."

City Solicitor: "There is no representative of the protestant here today?"

President: "Are they here, is Civil here?"

Jamie Kendrick: Mr. President.

## MINUTES

City Solicitor: "Let's wait until Counsel is up here."

President: "Okay, you can talk right into the mic, your name?"

Rhonda Keilholtz: "Good Morning, my name is Rhonda Keilholtz, I am the Administrator for Civil Construction. We have submitted our protest and our follow up protest. We believe that we have been disqualified unfairly; we believe we have made a good faith effort to meet the Goals. We believe there is a method to cure for the mobilization and we believe that Pessoa is a certified company that can perform work for the City."

Jamie Kendrick: "Good Morning, Mr. President and Board members, Jamie Kendrick, Deputy Director of the Department of Transportation. The subject project is for Uplands Mass grading and Infrastructure, specifically on the Infrastructure the laying of new roads, conduit, Water, Wastewater, etc. A project on which we had laid the engineer's estimate at \$27,000,000.00 and we were pleased most of the bids well below that. As a result of us setting an engineers estimate at \$27,000,000.00 we put a cap on mobilization at 8% to protect the City's cash management and other interests. And I can go into further detail as to why we do that, but in this case Civil exceeded that mobilization cap at 8%, all the other firms were at or below 8% and on that we would first request that the Board dismiss the protest but we would like to take a moment to go

## MINUTES

into the M/WBE issues."

City Solicitor: "Let me first ask you a quick question in reference to the issue of mobilization; was this issue referred to the Law Department for determination?"

Jamie Kendrick: "It was referred and determined to be a material defect."

City Solicitor: "By Leslie Winner?"

Jamie Kendrick: "Correct"

City Solicitor: "Okay, you want to move on to the MWBOO good faith effort."

Jamie Kendrick: "Sure, let me defer to Ms. Williams on that."

Shirley Williams: "Good Morning, Shirley Williams with the Minority and Women Business Opportunity Office. The goals for the contract were 27% and 10%; the contractor requested the MBE's and WBE's to submit their Bids by the Monday noon before the Wednesday bid date. The first e-mails were sent Thursday after 3:00 o'clock."

City Solicitor: "I'm sorry, e-mails sent by the contractor to potential subcontractors?"

Shirley Williams: "Yes, sent by the contractor to the MBE's and WBE's, sent Thursday after 3:00 o'clock. Eight e-mails were sent all went to landscaping firms. On Friday probably about 48

## MINUTES

or 50 firms were contacted, so we have an issue with the timing that was allowed for response. We looked at the services that were solicited, 14 areas of services were solicited for the MBE's and WBE's for those there were no MBE's or WBE's certified, only one WBE was certified to perform the services, so we don't consider that the bidder made a good faith effort in selecting his services. The bids were due, once again, Monday by noon. Monday morning before the bids were due the bidder sent an e-mail to the Department of Transportation saying it would not be able to reach its WBE goal, could the goals be reduced. The bidder was referred to my office. I sent the bidder a list of firms to solicit. Some of the firms on that list actually submitted bids. What happened and I want to read to you, - - the bidder reached out on three days; the Thursday, the Friday, and the Monday - - and I want to read to you a portion of the e-mail that was sent on the 17<sup>th</sup>, the last day. "I spoke with you last week" and this e-mail was sent to all the firms that had been solicited on the Thursday and Friday before. "I spoke with you last week in reference to getting an estimate for the above project. I wanted to see if you could have an estimate faxed or e-mailed to me by the close of business day, with that being said if you don't have the estimate to me by the close of the business day, by all means still work on the

## MINUTES

estimate because we will be accepting estimates after the bid date. I have attached the MBE/WBE form and that is a statement of intent. Please fax this document to us as soon as possible whether the estimate is complete or not so that we can show good faith effort." Now, in explaining to us or in its justification as to why some of the bids it received were not accepted Civil says "WBE bids were received but not included in our Bid packet because they were uncompetitive, incomplete or for work that Civil will be self performing". You cannot incompleteness as an excuse when you have asked the bidders to submit it to you and for those reasons we found that the bidder did not exercise a good faith effort."

City Solicitor: "Just one question before we return to the representative for Civil. Ms. Winner could you explain how the Law Department found the Civil bid non-compliant, non-responsive."

Ms. Leslie Winner: "Leslie Winner in the Law Department. Nine Bids were received by the City on August 18<sup>th</sup>. The ranges in the Bids were between \$17,500,000.00 and \$36,000,000.00. The low Bidder Civil was sent over by the Department of Transportation during review because they had questions. As Mr. Kendrick said before the mobilization was set at 8%, Civil bid 11%. The Green Book, which is part of the spec book, which is a part of all

## MINUTES

bids, requires that every contractor buy the book and utilize the book. Nevertheless, it behooves each contractor to read the bid documents because the bid documents can be varied, and the bid documents here said 8%, was the only thing that was acceptable for mobilization. Civil did not comply with that at all, all the other bidders did. Since 1909 the City has followed case law which states that it is well established that a bid must be in conformity with the specifications and must be in conformity with bid documents or it will be thrown out. In 1911 the City first went on record to say it supports the premise that a bid not in conformity with requirements would not be accepted and the City has followed that up to the present time and its found to be a material defect and for that reason the City would ask and the Department of Transportation would ask that you drop down to the next bidder. I wanted to mention something that occurred yesterday, or on the 5<sup>th</sup>, I was a party to a letter that was sent to the City from Civil in which Civil said it was willing to perform the contract for less than they had bid, \$500,000.00 less to meet the 8% maximum and the City, even though they are willing to do this time, the City cannot allow a bidder to change a bid once it has been submitted even if they realize they have done something that is erroneous and

## MINUTES

that the Department of Transportation and the City request that this bid go to the second bidder."

Mr. President: "Do you want to respond?"

Rhonda Keilholtz: "I would just hope that the board members have reviewed our protest and consider what is in the protest, and that's all I have."

Mr. President: "Anyone here from Facchina Construction? I entertain a motion?"

City Solicitor: "Having reviewed the protest that Civil submitted and the other bidders submitted and based on the non-compliance as discussed by Ms. Winner, and the exceeding amount of the mobilization, and also based on the issue of "Good Faith Effort" or the lack thereof in requesting a waiver of the MWBOO requirements I would move that we REJECT the protest and adopt the agency recommendation to award the contract to Monumental, REJECT ALL protests."

Comptroller: "Second"

President: "All those in favor say "AYE", "AYE",

President: "Those opposed "NAY", the motion carries. Thank you.

\* \* \* \* \*

**MINUTES****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:**

Department of Housing and Community Development (DHCD)

7. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$17,500,000.00</b>	9910-901933-9587	9910-906752-9588
Federal FY 2009	Uplands Redevel- opment Reserve A/C	Uplands - Upfront Grant

This transfer will provide U.S. Housing and Urban Development (HUD) Upfront Grant (UFG) funds to complete mass grading and infrastructure funds for Site A and B of the former Uplands Apartments. The UFG funds were awarded by HUD to the City of Baltimore to assist in the redevelopment of the former Uplands Apartments, a failed HUD assisted apartment complex.

The mass grading and infrastructure is being managed by the Department of Transportation that is also providing \$24,000,000.00, along with the Department of Public Works that is providing over \$6,000,000.00 to complete the mass grading and infrastructure for the entire site, inclusive of Sites A and B, the Triangle, and the West Side Skill Center parking lot.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

TRANSFER OF FUNDS

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

The funds will be used to create a subdivided, accessible site that has all of the public utilities and public parks, roads, sidewalks, and alleys in multiple phases.

As the mass grading and infrastructure work is complete on a phase of the site, vertical construction of rental and homeownership units will proceed. The first phase of mass grading and infrastructure is scheduled to begin in the fall of 2010 when the contract is awarded by the Department of Transportation.

Department of Transportation

8. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$15,000,000.00</b>	9950-903493-9528	
State Const. Loan	Constr. Res. - Uplands	
\$13,043,478.26	-----	9950-904493-9527-6
1,304,347.83	-----	Struc. & Imprvmts. 9950-904493-9527-5
652,173.91	-----	Inspections 9950-904493-9527-2
<u>652,173.91</u>		Contingencies Up- Lands Redevelopment
<b>\$15,000,000.00</b>		

This transfer will cover the Department's costs associated with the award of Contract No. TR 10005, to Monumental Paving & Excavating Inc.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Water and Waste Water9. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 1,802,590.21	9960-902930-9558	9960-906930-9557-6
Water Revenue	Constr. Res.	Construction
Bonds	Uplands Water	
	Infrastructure	

The transfer is required to assist in funding the award of TR 10005, Uplands Redevelopment, Mass Grading and Infrastructure.

10. \$ 934,752.55	9956-901930-9549	9956-907930-9551-6
Wastewater	Constr. Res.	Construction
Revenue Bonds	EBDI Wastewater	
	Infrastructure	

The transfer is required to assist in funding the award of TR 10005, Uplands Redevelopment, Mass Grading and Infrastructure.

**MINUTES**

Board of Liquor License Commissioners - TRANSFER OF LIFE-TO-DATE  
for Baltimore City 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, Ralph Gilliam.

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>
Warren R. Baldwin	5
Donald Fitzgerald	3
Lawrence Hall	3
JoAnn Martin	4
Douglas Paige	5
Jeff A. Ray	5
Jane M. Schroeder	<u>5</u>
<b>TOTAL</b>	<b>30</b>

**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, Ralph Gilliam.

The Mayor **ABSTAINED**.

**MINUTES**

Department of                    - Expenditure of Funds  
Transportation

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an expenditure of funds to pay Baltimore Office of Promotion and the Arts, Inc. (BOPA).

**AMOUNT OF MONEY AND SOURCE:**

\$53,864.00 - 9950-903207-9514-900020-706067

**BACKGROUND/EXPLANATION:**

On April 21, 2010, the Board approved a Memorandum of Understanding with the BOPA and the Baltimore City Public Art Commission (PAC). As per clause IIIC(4) on page 6 of the MOU and the Ordinance 07-0489-1% for Public Art, the Department is required to make the advance payment to the BOPA for the Charles Street Reconstruction Project.

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds to pay Baltimore Office of Promotion and the Arts, Inc.

**MINUTES**

Department of Transportation - Consent of Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a consent of assignment for a company name change for all agreements formerly under the name Jacobs Civil, Inc. to be changed to Jacobs Engineering Group, Inc.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Department of Transportation has agreed to accept the name change of Jacobs Civil, Inc. to Jacobs Engineering Group, Inc.

**MBE/WBE PARTICIPATION:**

Jacobs Engineering Group, Inc. will continue to adhere to the established goal of MBE and WBE formally under Jacobs Civil, Inc.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the consent of assignment for a company name change for all agreements formerly under the name Jacobs Civil, Inc. to be changed to Jacobs Engineering Group, Inc.

**MINUTES**

Department of Transportation - Consent of Assignment Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a consent of assignment for a company name change for all agreements formerly under the name Edward and Kelcey, Inc. to be changed to Jacobs Engineering Group, Inc.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The consent of assignment agreement is necessary to change the company name for all agreements formerly under the name Edward and Kelcey, Inc., to be changed to Jacobs Engineering Group, Inc.

**MBE/WBE PARTICIPATION:**

Jacobs Engineering Group, Inc. will continue to adhere to the established goal of MBE and WBE formally under Edward and Kelcey, Inc.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a consent of assignment for a company name change for all agreements formerly under the name Edward and Kelcey, Inc. to be changed to Jacobs Engineering Group, Inc.

**MINUTES**Baltimore Development Corporation - Local Government Resolution

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 Legacy Grant from the Maryland Department of Housing and Community Development. 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>
<b>THE BALTIMORE DEVELOPMENT CORPORATION</b>	<b>\$1,291,819.00</b>
	<b>CLP</b>

The Baltimore Development Corporation will use the funds to support 7 initiatives:

1. \$125,000.00 - Baltimore Main Streets Design Funding for façade improvements.
2. \$ 75,000.00 - The BDC's Façade Improvement Grant funding pool.
3. \$100,000.00 - Senator Theatre Rehabilitation.
4. \$450,000.00 - Streetscape Improvement Fund for Baltimore Main Streets.
5. \$ 45,000.00 - Pigtown Main Street's "Pi-Fi" wireless Internet infrastructure project that will provide affordable wireless Internet to the Washington Village/Pigtown neighborhood.

## MINUTES

BDC - cont'd

6. \$350,000.00 - Venable Street Garage Acquisition and Demolition in Waverly in association with the Waverly Library Expansion.
7. \$196,819.00 - Highlandtown Main Street Targeted Façade Improvement Fund.

The BDC will use the funds for neighborhood and commercial district improvements in Baltimore City.

UPON MOTION duly made and seconded, the Board approved and adopted the Local Government resolution.

**MINUTES**

Department of Public Works - Right-of-Entry Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a right-of-entry agreement with the Maryland Transportation Authority (MdTA). The period of the agreement is September 20, 2010 through October 29, 2010.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Department of Public Works is proposing a project to upgrade an existing water main in the vicinity of West Lee Street and Ramp D, over parking Lots C & F, as part of the On-Call Water Contract WC 1198, and in design of this project. It has been determined that the City's contractor will need to install a sidewalk on the property under the control of the MdTA.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a right-of-entry agreement with the Maryland Transportation Authority.

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

The Board is requested to approve and authorize execution of an agreement with Johnson, Mirmiran & Thompson, Project 1120, 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.

<b>MBE:</b>	E 2 C R, Inc. EBA Engineering, Inc.	<b>\$405,000.00</b> <b>(in the</b> <b>aggregate)</b>	27% (in the aggregate)
<b>WBE:</b>	Ross Technical Services, Inc.	<b>\$135,000.00</b>	9%

## MINUTES

BW&WW - cont'd

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized the execution of an agreement with Johnson, Mirmiran & Thompson, Project 1120, On-Call Construction Management, Inspection, and Engineering Services. The President **ABSTAINED**.

**MINUTES**

Bureau of Water and Wastewater (BW&WW) - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Whitman, Requardt & Associates, for Contract No. WC 1204, Druid Reservoir UV Disinfection. The period of the agreement is effective upon Board approval for 18 months or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$496,395.38 - 9960-907716-9557-900020-703032

**BACKGROUND/EXPLANTION:**

The Consultant will provide engineering services to study and recommend a location for ultraviolet disinfection and hypochlorite facilities associated with the Druid Hill Reservoir. The consultant will also coordinate, manage, and implement community outreach activities along with the City's Public Information Office.

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

**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 ACCOUNTS/</u>
\$245,080.20	9960-906716-9558	
County Ap-	Constr. Reserve	
propriations	Guilford Finished	
	Water Reservoir	

MINUTES

BW&WW - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNTS/</u>
354,919.80	" "	
Water Revenue		
Bonds		
<u>\$600,000.00</u>	-----	9960-907716-9557- 900020-3 Engineering

The funds are required to cover the costs of the Study of Contract No. WC 1204, Druid Reservoir UV Disinfection.

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

UPON MOTION duly made and seconded, the Board approved and authorized the execution of an agreement with Whitman, Requardt & Associates, for Contract No. WC 1204, Druid Reservoir UV Disinfection. 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.**

**MINUTES**Bureau of Water and Wastewater - Task Assignment**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 017 to Johnson, Mirmiran & Thompson, Inc. under Project 1076 J, Construction Management Services.

**AMOUNT OF MONEY AND SOURCE:**

\$	37,500.00	-	9960-904694-9557-900010-705032
	37,500.00	-	9960-901709-9557-900020-705032
	37,250.00	-	9960-904727-9557-900020-705032
	37,344.60	-	9960-906410-9551-900020-705032
	<b>\$149,594.60</b>		

**BACKGROUND/EXPLANATION:**

Johnson, Mirmiran & Thompson, Inc. will provide construction management services including management of the Construction Management Division's monthly estimate system.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**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>
\$ 97,500.00	9960-905727-9558	9960-904727-9557-5
Counties	Constr. Res.	Inspection
152,500.00	Deer	Creek
<u>Water Rev. Bonds</u>	Station	Pumping
<b>\$250,000.00</b>		Improv.

**MINUTES**

BW&WW - cont'd

The transfer of funds is required so the consultant can provide construction management services for WC 1168, Deer Creek Pumping Station Improvements.

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

UPON MOTION duly made and seconded, the Board approved and authorized the assignment of Task No. 017 to Johnson, Mirmiran & Thompson, Inc. under Project 1076 J, Construction Management 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.**

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the Mayor</u>			
1. Jeffrey Buchheit	National Heritage Areas Annual Meeting Salem, MA Oct. 11 - 15, 2010	MD Heritage Areas Auth. Management Grant	\$1,459.40

Employees Retirement System (ERS)**NOTATION OF TRAVEL**

The Board is requested to **NOTE** the below education travel of ERS Trustees and Staff.

<u>Conference</u>	<u>Dates</u>	<u>Total</u>	<u>Fund Source</u>
2. FIS Group Client Conference Miami, FL. (2 people)	Sept. 29 - Oct. 1, 2010	\$2,346.12	Special Fund - ERS
3. 2010 Thor Urban Annual Investor Meeting Chicago, IL. (1 person)	Oct. 5 - 6, 2010	\$ 624.40	" "

The educational sessions are necessary to fulfill fiduciary education and due diligence requirements and provide updated knowledge about pension related topics, investment strategies, legal matters regarding pension regulations, financial markets, investment products and options.

## MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Council</u>			
4. Helen L. Holton	National Assoc. of Counties' 2010 Annual Conference and Exposition Palm Beach Co., FL Oct. 13 - 15, 2010	Elected Officials' Expense Account	\$1,099.10

The subsistence rate for this location is \$164.00 per day. The hotel rate is \$200.00 per night plus occupancy taxes in the amount of \$23.00 per day. The attendee is requesting additional subsistence of \$36.00 per day to cover the cost of the hotel and \$40.00 per day to cover the cost of food. The additional costs are included in the total.

The Board, UPON MOTION duly made and seconded, approved the travel requests and **NOTED** the below education travel of ERS Trustees and Staff. The Mayor **ABSTAINED** on item no. 1. The Comptroller **ABSTAINED** on item nos. 2 and 3. The President **ABSTAINED** on item no. 4.

**MINUTES**

Mayor's Office - 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. The period of solicitation efforts is effective upon Board approval through December 31, 2010.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The City and the Urban Land Institute (ULI) are entering into an agreement; the purpose of which is to obtain advice and recommendations from the ULI on the revitalization of the Westside neighborhood. The ULI Planning Advisory Services will provide unbiased guidance in creating a strategy for the Westside by offering objective, expert advice to address current challenges.

A broad range of businesses, non-profits, foundations, and citizens located will be solicited to donate funds for the purpose of defraying the cost of the study by the ULI relating to revitalization of the City's Westside. The City will set-up an account within the Baltimore City Foundation to deposit the funds and will direct the Department of Finance to set-up an account for this purpose.

In order to avoid any suggestion that contributions might receive special access or favored treatment by any agency or public servant of the City, the solicitation will be without the opportunity for access to the Mayor.

## MINUTES

Mayor's Office - cont'd

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

**(FILE NO. 570133)**

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

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested approve and authorize execution of the land disposition agreement with Adopt-A-Block, Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$5,000.00 - 9910-908087-9588-900000-704044

**BACKGROUND/EXPLANATION:**

On December 29, 2009, the City filed two separate condemnation suits to acquire the fee simple interest in Lots 001 and 042 of City Block 1142 in the Johnston Square Project area. Based upon the valuations of independent contractor appraisers, the Board previously approved the acquisition valuation of \$15,000.00 for lot 001 and \$13,000.00 for lot 042 for a total amount \$28,000.00.

The parties agreed to consolidate the condemnation cases and negotiated to resolve them both for a total of \$34,000.00. However, instead of payment of the full amount of just compensation, City representatives agreed to pay the former owner a cash payment of \$22,000.00, less adjustment to the extent that any outstanding municipal liens are due and owing to the City and the City would convey its right, title and interest in and to those improved properties known as 908 E. Biddle Street and 910 E. Biddle Street, which collectively were appraised for \$12,000.00.

On September 15, 2010, the Board approved payment of \$22,000.00, and was informed that an agreement would be submitted to the Board for conveyance of 908 E. Biddle Street and 910 E. Biddle Street to Adopt-A-Block, Inc. Subsequent to the Board's approval on September 15, 2010, the City filed the settlement agreement on September 28, 2010 in the Circuit Court. Conveyance of the properties will facilitate the finalization of the major assemblage within Johnston Square, Pursuant to the Urban Renewal

**MINUTES**

DHCD - cont'd

Plan for Johnston Square, Ordinance 77-357 and simultaneously allow for the instant rehabilitation of the properties.

**STATEMENT OF PURPOSE AND RATIONALE**

The rationale for the conveyance of properties was to ensure the two properties that were needed from Adopt-A-Block, Inc. would be conveyed to the City, which would complete the Johnston Square site assemblage. In turn, the City would compensate the developer with \$34,000.00, broken down into a cash payout of \$22,000.00 and conveyance of two properties valued at \$12,000.00.

**(FILE NO. 57070)**

**APPROVED FOR FUNDS BY FINANCE.**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the land disposition agreement with Adopt-A-Block, Inc.

**MINUTES****PROPOSALS AND SPECIFICATIONS**

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

Department of Transportation

- TR 09305, Fairfield Ecological Industrial Park, Reconstruction of Shell Road from Patapsco Avenue to Chesapeake Avenue, Sun Street from Chesapeake Avenue to Dead End, Vera Street from Chesapeake Ave to Frankfurst Avenue, and Fairfield Road from Patapsco Avenue to Chesapeake Avenue,  
**BIDS TO BE RECV'D: 11/10/2010**  
**BIDS TO BE OPENED: 11/10/2010**

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

\* \* \* \* \*

**MINUTES**

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

**BIDS, PROPOSALS AND CONTRACT AWARDS**

Prior to the reading of bids received today and the opening of bids scheduled for today, the Clerk announced that 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:

Bureau of Purchases - B50001644, Request for Bids  
for Various Pipe & Fittings

Ferguson Enterprise

## MINUTES

There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, October 13, 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