

## MINUTES

REGULAR MEETING

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

In the absence of Ms. Joan M. Pratt, Comptroller and Secretary, Ms. Bernice H. Taylor, Deputy Comptroller and Clerk, sat and acted on her behalf.

President: Good morning, the September 12, 2012, meeting of the Board of Estimates is now called to order. Madame Deputy Comptroller are there any corrections, additions, or deferrals on the agenda. Thank you. I would direct the Board members attention to the memorandum from my office dated, September 10, 2012, identifying matters to be considered as routine agenda items, together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a motion to approve all of the items contained on the routine agenda."

City Solicitor: "Move the approval of all items on the routine agenda."

Mr. Foxx: "Second."

President: "All those in favor say AYE. Those opposed NAY. The motion carries. The routine agenda has been adopted."

## MINUTES

BOARDS AND COMMISSIONS1. 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:

A&M Electric, LLC.	\$ 1,467,000.00
American Tennis Courts, Inc.	\$ 1,500,000.00
Angelozzi Brothers, Inc.	\$ 8,000,000.00
BMS CAT, Inc.	\$ 45,387,000.00
BuilderGuru Contracting, Inc.	\$ 3,942,000.00
Brayman Construction Corporation	\$368,640,000.00
DuBois Construction, Inc.	\$ 6,246,000.00
EQ Northeast, Inc.	\$ 14,418,000.00
Facchina Construction Company, Inc.	\$212,148,000.00
Johnston Construction Company	\$ 43,155,000.00
Lee Foundation Co., Inc.	\$ 6,165,000.00
Nations Contracting Co., Inc.	\$ 594,000.00
Priceless Industries, Inc.	\$ 8,000,000.00
Road Safety, LLC.	\$ 1,500,000.00
Roofing And Sustainable Systems, Inc.	\$ 2,043,000.00
Sargent Corporation	\$ 99,270,000.00
Southern Maryland Cable, Inc.	\$ 1,500,000.00
Specialty Underwater Services, LLC.	\$ 1,500,000.00
Tuckman-Barbee Construction Co., Inc.	\$ 8,000,000.00
VideoTek Construction, LLC.	\$ 639,000.00

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

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

AMEC Environment & Infrastructure, Inc.	Architect Engineer
BrightFields, Inc.	Engineer
Gershman, Brickner & Bratton, Inc.	Engineer
J-DOS Internationale, Inc.	Engineer
Watek Engineering Corporation	Engineer
Whitney Bailey Cox Magnani, LLC	Architect Landscape Architect Engineer Land Survey

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

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

Fire and Police Employees'- TRANSFER OF LIFE-TO-DATE  
Retirement System                      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, April White-Frazier.

The Board is also requested to grant a waiver/exception from the policy, AM-203-03, which allows a maximum of 30 days of sick leave transfer, to grant an additional 3 days for a total of 33 sick leave days.

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>
Veronica M. Stull	3
David A. Randall	2
Amy E. Baskerville	5
Michelle L. Kahl	5
Evelyn Anderson	1
Abraham M. Schwartz	3
Franscine Ball	1
Thomas P. Taneyhill	5
Scharbette F. Clark	2
Gaye Burrell	1
Ashley Richardson	1
Tracey Williams	2
Sharalyn I. Jensen	<u>2</u>
	<b>33</b>

**APPROVED FOR FUNDS BY FINANCE**

**THE LABOR COMMISSIONER RECOMMENDED APPROVAL.**

**MINUTES**

Fire and Police Employees'- cont'd  
Retirement System

UPON MOTION duly made and seconded, the Board approved the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, April White-Frazier. In the absence of Ms. Joan M. Pratt, Comptroller and Secretary, Ms. Bernice H Taylor, Deputy Comptroller and Clerk, **ABSTAINED.**

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

3570 - 3572

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

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

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

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$ 433,000.00	9950-904324-9528	9950-904327-9527-3
MVR	Constr. Res.	Design & Study
	Harbor East	Inner Harbor East- Phase III

This transfer will cover the deficit and fund the costs associated with Task No. 2, Project No. 1162, Phase III Inner Harbor East Bulkhead and Streetscape Design by Century Engineering, Inc.

2. \$ 100,000.00	9916-910932-9194	9916-911932-9197
5 <sup>th</sup> Public Bldg.	Eastern Health	Eastern Health
Loan	Clinic Reloc.	Clinic Reloc.
	Reserve	Active

The underground storage tanks at the Eastern Health Clinic have failed. Prior to relocating any personnel, the Department is required to address the problem in accordance with the regulations of the Maryland Department of the Environment.

Department of Recreation and Parks

3. \$ 21,000.00	9938-905888-9475	9938-906888-9474
State	Cal Ripken Park	Cal Ripken Park
	Heights Youth	Heights Youth
	Development Park -	Development Park -
	Reserve	Active

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1167, Task #6 to Rummel, Klepper & Kahl, LLP.

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

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Bureau of Water and Wastewater</u>		
4. \$140,036.50	9960-910300-9558	
Water Utility	Constr. Res. Water	
Funds	Facilities	
109,963.50	" "	
<u>Counties</u>		
<b>\$250,000.00</b>	-----	9960-971300-9557-3
		Engineering

The funds are required to cover the cost of the study of the Ashburton Washwater Lake Stream Restoration.

Department of General Services

5. <b>\$840,000.00</b>	9916-904845-9194	9916-905812-9197
5 <sup>th</sup> Public Bldg.	Capital Constr. &	Facility Mgmt.
Loan	Maintenance -	System (Archibus) -
	Reserve	Active

Archibus is a centralized application that will provide the user with detailed information on all aspects of facility management, to include construction, design, inspection, capital improvements, maintenance and repairs, space management, vendor contracts and expenses, and budget.

Baltimore Development Corporation (BDC)

6. \$ 1,805.00	9910-902483-9600	9910-903483-9601
21 <sup>ST</sup> EDF	Constr. Res.	S. Balto. Ind. &
	S. Balto. Ind. &	Coml. Dev.
	Coml. Dev.	

## MINUTES

TRANSFERS OF FUNDSBDC - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
250.00 22 <sup>nd</sup> EDF	9910-903354-9600 Constr. Res. W. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
428.08 22 <sup>nd</sup> EDF	9910-904115-9600 Constr. Res. Westside Downtown	9910-906835-9601 Westside Project Initiative
1,305.00 <u>23<sup>rd</sup> EDF</u>	9910-913990-9600 Constr. Res. Coml. Revital.	9910-902879-9601 Coml. Revital.
<b>\$3,788.08</b>		

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending July 31, 2012.

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Condemnations</u>			
1. Glenn H. Goldberg, the Jared Goldberg Trust, the Cameron Goldberg Trust, the Tyler Goldberg Trust, Ronnie Marc Goldberg, the Rachel Goldberg Trust, and the Lance Goldberg Trust	2204 Ashland Ave.	G/R \$42.00	\$ 280.00

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

**(FILE NO. 56017)**

2. Glen H. Goldberg ½ interest and Ronnie Marc Goldberg, Trustee of the Ronnie Marc Goldberg revocable trust ½ interest	2022 E. Biddle St.	G/R \$90.00	\$ 750.00
--	--------------------	----------------	-----------

Funds are available in account no. 9910-908087-9588-900000-704040, Broadway East.

**(FILE NO. 57259)**

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u>			
3. Anne E. Wagoner, Personal Representative of the Estate of Mary Barrett and an unknown Personal Representative of the Estate of Katherine E. Barrett	1120 Proctor St.	G/R \$24.00	\$ 160.00

Funds are available in account no. 9910-910715-9588-900000-704040, Johnston Square Project.

**(FILE NO. 57070)**

4. SS5 Business Trust	2740 Tivoly Ave.	F/S	\$22,000.00
-----------------------	------------------	-----	-------------

Funds are available in CDBG Funds, account no. 9910-904326-9588-900000-704040, Coldstream Homestead Montebello Project.

**(FILE NO. 57188)**

5. Madison Bank of Maryland	2218 Ashland Ave.	G/R \$72.00	\$ 480.00
--------------------------------	-------------------	----------------	-----------

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

**(FILE NO. 56017)**

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options</u>			
6. Harvey Chester Jones, II	1736 E. Chase St.	G/R \$31.25	\$ 260.00

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

**(FILE NO. 56017)**

7. Bernard J. Sachs, Trustee under the Last Will and Testament of Phillip H. Goodman, deceased	949 N. Chester St.	G/R \$34.50	\$ 230.00
--	--------------------	----------------	-----------

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

**(FILE NO. 56017)**

8. SEBNA, LLC	2772 Tivoly Ave.	F/S	\$30,800.00
---------------	------------------	-----	-------------

Funds are available in CDBG Funds, account no. 9910-904326-9588-900000-704040, Coldstream Homestead Montebello Project.

**(FILE NO. 57188)**

DHCD - Options

9. Ronald M. Carr and Marilyn Carr	711 E. Biddle St.	G/R \$90.00	\$ 750.00
---------------------------------------	-------------------	----------------	-----------

Funds are available in account no. 9910-910715-9588-900000-704040, Johnston Square Project.

**(FILE NO. 57070)**

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options</u>			
10. Ground Lease Management, LLC	712 E. Chase St.	G/R \$120.00	\$ 1,000.00

Funds are available in account no. 9910-910715-9588-900000-704040, Johnston Square Project.

**(FILE NO. 57070)**

Dept. of Law - Payment of Settlement

11. Zoro Enterprises, Inc. (previous owner)	2020 Greenmount Ave.	F/S	\$20,600.00
--	----------------------	-----	-------------

On July 13, 2011, the Board approved the acquisition, by condemnation, of the fee simple interest in 2020 Greenmount Avenue for the amount of \$39,400.00 based upon a fair market valuation obtained by the City from an independent appraiser. The City Real Estate Department reviewed, and approved an updated valuation, which increased the property interest to \$51,200.00. However, the former owner offered an appraisal valuation of \$112,000.00. The parties have agreed to settle the condemnation action for \$60,000.00. Therefore, the Board is requested to approve an additional \$20,600.00 in settlement of this case.

Funds are available in State Funds, account no. 9910-904713-9588-900000-704040.

**(FILE NO. 57066)**

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

**MINUTES**

Office of the President - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the University of Maryland Foundation, Inc. (Foundation), acting on behalf of the Shriver Peaceworker Program. The period of the agreement is effective upon Board approval through July 24, 2013.

**AMOUNT OF MONEY AND SOURCE OF FUNDS:**

\$12,000.00 - 1001-000000-1000-106300-601029

**BACKGROUND/EXPLANATION:**

Under an agreement with the Mayor and City Council of Baltimore, acting by and through the Office of the President of the City Council (City), and the Foundation, acting on behalf of the Shriver Peaceworker Program, the City will reimburse the Foundation directly for the Peaceworker Fellow assigned as a legislative intern for Mr. James B. Kraft.

The Peaceworker Fellow will work 20 hours a week. She will 1) perform legislative research, 2) provide constituent services, 3) provide policy analysis, 4) attend meetings of the City Council, City Council Committees and neighborhood groups, as requested, and 5) perform other similar tasks.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the University of Maryland Foundation, Inc., acting on behalf of the Shriver Peaceworker Program. 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, 2012 through June 30, 2013, unless otherwise indicated.

1. **AAA MANAGEMENT, LLC T/A** **\$ 10,330.00**  
**RAVEN'S MEDICAL ADULT**  
**CARE CENTER**

Account: 4000-433313-3254-316200-603051

AAA Management, LLC t/a Raven's Medical Adult Day Care will provide adult medical day care services to ill, frail or disabled elderly persons who are eligible to receive Office of Health Services grant funding from the City. Services will be provided at the rate of \$39.73 per day for each recipient.

The organization will develop an appropriate care plan for each recipient, in accordance with policies as specified in COMAR 10.12.04, Day Care for Elderly and Medically Handicapped Adults, and COMAR 10.09.07, Medical Care Program.

The agreement is late because the Department was waiting for grant award from the Maryland Department of Aging and signatures from the provider.

2. **BON SECOURS BALTIMORE HEALTH** **\$ 45,000.00**  
**CORPORATION**

Account: 4000-499012-3030-513220-603051

Bon Secours Baltimore Health Corporation will provide Expanded HIV Testing services, which will include 1,500 rapid HIV tests during the project period and post-test prevention counseling for all patients. In addition, the organization will link all patients to medical care, confirm attendance to the first appointment, and refer all

**MINUTES**Health Department - cont'd

HIV patients to the Baltimore City Health Department for Partner Services. The period of the agreement is July 1, 2012 through December 31, 2012.

The agreement is late because the Department was waiting for a suitable budget and scope of work.

**MBE/WBE PARTICIPATION:**

N/A

3. **HEALTH CARE FOR THE HOMELESS, INC.** **\$664,582.00**

Account: 5000-523013-3110-307500-603051

Health Care for the Homeless, Inc. will provide health care for homeless persons through its clinic and outreach program in the greater Baltimore area.

**MWBOO GRANTED A WAIVER.**

4. **HUMAN IMPACT PARTNERS** **\$ 42,400.00**

Account: 4000-480112-3001-268400-603051

Human Impact Partners will provide training which will increase Baltimore City's expertise and capacity to write and use Health Impact Assessments. This is integral to the City of Baltimore's effort, as manifested through its Cross-Agency Health Taskforce, to understand and consider the health implications of all proposed policies and to increase and improve the information available to Baltimore City's policy and decision makers. The period of the agreement is October 1, 2011 through September 30, 2012.

The agreement is late because of the delay in receiving a suitable budget and other supporting documents.

## MINUTES

Health Department - cont'd

5. **JOHN HOPKINS UNIVERSITY/SCHOOL OF MEDICINE (JHU)** **\$ 25,000.00**

Account: 4000-422713-3080-279200-603051

The JHU will provide Title X Family Planning services to uninsured and underinsured citizens of Baltimore City. These services will include, but will not be limited to education, contraception, screening, and referral of reproductive related cancers, and education and screening of sexually transmitted infections.

The agreement is late because it was recently returned from the provider.

6. **THE LEAGUE FOR PEOPLE WITH DISABILITIES, INC./THE LEAGUE ADULT DAY CARE SERVICES FOR SENIORS** **\$ 18,316.00**

Account: 4000-433313-3254-316200-603051

The League for People with Disabilities, Inc./The League Adult Day Care Services for Seniors will provide adult medical day care services to ill, frail or disabled elderly persons who are eligible to receive Office of Health Services grant funding from the City. Services will be provided at the rate of \$39.73 per day for each recipient.

The organization will develop an appropriate care plan for each recipient, in accordance with policies as specified in COMAR 10.12.04, Day Care for Elderly and Medically Handicapped Adults, and COMAR 10.09.07, Medical Care Program.

The agreement is late because the Department was waiting for the grant award from the Maryland Department of Aging.

**MBE/WBE PARTICIPATION:**

N/A

## MINUTES

Health Department - cont'd

7. **PLANNED PARENTHOOD OF MARYLAND, INC.** **\$200,000.00**  
**(PPM)**

Account: 5000-530013-3080-595800-603051

The PPM will continue to deliver the Preconception Care Program as an integrated part of family planning visits, provide no-cost nutrition and wellness information for clients through various channels, and work with the B'More Fit for Healthy Babies coalition to support the goals of the grant project, as outlined in the proposal. The PPM will work to educate the public on the benefits of Long-acting Reversible Contraceptive (LARC) methods and promote the LARC's methods, as appropriate. In addition, the PPM will continue the public awareness campaign developed in FY12, with the focus on dispelling myths about the LARC, and continue community outreach to promote program activities through community outreach programs.

The agreement is late because it was recently completed.

**MWBOO GRANTED A WAIVER.**

8. **ANNETTE SAUNDERS** **\$ 43,680.00**

Account: 4000-436113-3255-316200-603051

Ms. Saunders will provide services as a Consultant for the Family Caregivers Program. Her services will include visiting communities and neighborhoods to develop a relationship with community organizations and residents through frequent visits or telephone calls. Ms. Saunders will foster, support, and encourage participation in the Grandparents as Parents (GAP) Program, oversee all aspects of the GAP support groups with Baltimore City Public Schools and community support groups, and perform related tasks, as required. Ms. Saunders rate of pay will be \$21.00 per hour. The period of the agreement is October 1, 2012 through September 30, 2013.

## MINUTES

Health Department - cont'd

9. **TODAY'S CARE AND FAMILY SERVICES, INC.** **\$ 18,316.00**

Account: 4000-433313-3254-316200-603051

Today's Care and Family Services, Inc. will provide adult medical day care services to ill, frail or disabled elderly persons who are eligible to receive Office of Health Services grant funding from the City. Services will be provided at the rate of \$39.73 per day for each recipient.

The organization will develop an appropriate care plan for each recipient, in accordance with policies as specified in COMAR 10.12.04, Day Care for Elderly and Medically Handicapped Adults, and COMAR 10.09.07, Medical Care Program.

The agreement is late because the Department was waiting for the grant award from the Maryland Department of Aging and signatures from the provider.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**ABSTAINED** on item no. 5.

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

Health Department - Unified Funding Document Grants for FY 2013

**ACTION REQUESTED OF B/E:**

The Board is requested to accept the FY 2013 unified funding document for grants for the period ending July 31, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$41,752,881.00 is the amount of funding provided by the State of Maryland, Department of Health and Mental Hygiene (DHMH). The amount of each grant for FY'13 is as follows:

<b><u>GRANT NUMBER</u></b>	<b><u>GRANT DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
CH903BBH	Babies Born Healthy Initiative	\$ 870,865.00
FHB39CPE	Cancer Prev. Education, Screening, Diagnosis - Admin.	8,264.00
FHB39CPE	Cancer Prev., Education, Screening, Diagnosis - Clinical	972,885.00
FHB39CPE	Cancer Prev., Education, Screening, Diagnosis Non-Clinical	241,851.00
FH219PYD	Children/Adolescent Health Advocacy	95,818.00
CH586TPG	CRF Tobacco-Enforcement	48,696.00
FHA69AST	Greater Baltimore Asthma Alliance	20,000.00
FH386HTA	Healthy Teens/Young Adults	899,563.00
FHB64HVP	Home Visiting Planning Grant	548,275.00
FH892IPO	Improved Pregnancy Outcome	1,994,067.00
FH181MCH	Lead Paint Poisoning Prevention	848,552.00
FHC27MMH	Maryland Million Hearts	100,000.00
CH929MHP	Medical Homes Project	28,621.00

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

Health Department - cont'd

<u>GRANT NUMBER</u>	<u>GRANT DESCRIPTION</u>	<u>AMOUNT</u>
CH580OIP	Oral Disease & Injury Prevention	40,000.00
FHB66PRE	Personal Responsibility Education Program	402,000.00
FH201FFP	Reproductive Health/Family Planning	1,084,640.00
CH586TPG	Tobacco Use - Administration	12,905.00
CH586TPG	Tobacco Use - Cessation	65,645.00
CH586TPG	Tobacco Use Prev. Community-Based	70,021.00
WI213WIC	WIC Program	2,462,000.00
CHB68BBB	B4 Baltimore Bedbugs	30,000.00
CHC23BBB	Bed Bug Action Network	118,336.00
CH560CFT	Child Health Core	797,025.00
CH560CFT	Core Public Health Services	6,675,053.00
AD631HPS	HIV Partner Services	215,000.00
AD243PRV	HIV Prevention Services	305,253.00
CH350IMM	Immunization - HEP-IAP, HEP-B	744,100.00
AD615NEP	Needle Exchange Program	290,860.00
AD419RWS	RW B - Health Support Services	3,507,684.00
AD431WIC	RW D - WICKY Health Support	618,115.00
AD655YHS	RW D - Youth Health Support	44,281.00
CH051STD	Sexually Transmitted Disease	149,348.00
AD407SUR	Surveillance	78,974.00
MH3740TH	Health Care for the Homeless	664,582.00
MA157ACM	PWC Eligibility	1,759,327.00
MA005EPS	Administrative Care Coordination	3,510,073.00
MA055DCE	Adult Day Care	136,753.00
MA365GTS	General Transportation Grant	10,267,052.00
MA411HSP	Healthy Start Program	472,836.00
CH831PHP	Cities Readiness Initiative	107,580.00
CH831PHP	Public Health Emergency Preparedness	<u>445,981.00</u>
<b>Baltimore City - Total</b>		<b>\$41,752,881.00</b>

**MINUTES**

Health Department - cont'd

**BACKGROUND/EXPLANATION:**

As the fiscal year progresses, supplements, modifications, and/or reductions will be processed through the granting administrations with revised unified grant awards being issued. The most current unified funding document will be the official award of record.

This funding document is late because it was recently received from the DHMH.

**MBE/WBE PARTICIPATION:**

N/A

**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 acceptance of the FY 2013 unified funding document for grants for the period ending July 31, 2012.

**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, 2012 through June 30, 2013, unless otherwise indicated.

CASE MONITOR AGREEMENTS

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

The Case Monitors will exercise independent professional judgment and carry professional liability insurance. The Case Monitors will be independent contractors and not employees of the City.

The Case Monitors will be responsible for establishing a plan of personal care for each eligible recipient assigned to them in Baltimore City/Montgomery County. The Case Monitors will make home visits at least once every 90 days, maintain clinical records, consult with each client's personal physician and other providers in order to develop a care plan, and perform other related duties.

The maximum number of assigned cases per individual Case Monitor per month at any time is 75, unless a waiver is received.

<u>Case Monitor</u>	<u>Rate of Pay</u>	<u>Amount</u>
1. <b>MILDA PRIMROSE LEWIS, INC.</b>	\$45.00 per case 130 cases/month	<b>\$ 70,200.00</b>

Account: 4000-426213-3110-606200-603018



## MINUTES

Health Department - cont'd

This agreement is being presented at this time because the Infectious Disease and Environmental Health Administration programmatically manages Ryan White Part B services. The providers are asked to submit a budget, budget narrative, and scope of services. The Health Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. This review process is required to confirm with the grant requirements.

**MWBOO GRANTED A WAIVER.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM

4.	BALTIMORE NEIGHBORHOODS, INC.	\$0.00
5.	DRUID HEIGHTS COMMUNITY DEVELOPMENT CORPORATION	\$0.00
6.	GOODWILL INDUSTRIES OF THE CHESAPEAKE, INC./GENESISJOBS	\$0.00
7.	GOODWILL INDUSTRIES, INC./WAVERLY FAMILY SUPPORT CENTER, INC.	\$0.00
8.	THE JOHNS HOPKINS HOSPITAL/ MARTIN LUTHER KING, JR./ HEAD START PROGRAM	\$0.00
9.	HOUSING AUTHORITY OF BALTIMORE CITY/OFFICE OF ENERGY PROGRAM	\$0.00
10.	THE PEOPLE'S COMMUNITY HEALTH CENTER/ADMINISTRATIVE OFFICE 2204 MARYLAND AVENUE	\$0.00
11.	THE PEOPLE'S COMMUNITY HEALTH CENTER 2525 KIRK AVENUE	\$0.00

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

Health Department - cont'd

- |     |  |               |
|-----|--|---------------|
| 12. | <b>RECOVERY IN COMMUNITY, INC.</b>             | <b>\$0.00</b> |
| 13. | <b>ST. PETER'S ADULT LEARNING CENTER, INC.</b> | <b>\$0.00</b> |

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

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

GRANT AGREEMENTS

- |     |   |                    |
|-----|---|--------------------|
| 14. | <b>THE DAVID AND BARBARA B. HIRSCHHORN<br/>FOUNDATION, INC.</b> | <b>\$25,000.00</b> |
|-----|---|--------------------|

Account: 6000-626613-3080-292303-406001

The grant will provide funding to the Department for the Teen Pregnancy Prevention Initiative. The Department will use the grant for training programs, the Know What U Want marketing campaign, and the Youth Advisory Council.

## MINUTES

Health Department - cont'd

15. UNITED WAY OF CENTRAL MARYLAND  
INC. (UWCM) \$ 75,000.00

Account: 6000-623613-3001-268400-406001

The grant will provide funding to the Department for the Baltimarket, the Virtual Supermarket Program. The program allows customers to order high quality affordable groceries online at their local library and pick them up from the same location the next day.

The Department recently received the grant.

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

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the various agreements. The President **ABSTAINED** on item nos. 8 and 9.

**MINUTES**Health Department - Ratification of Outstanding Invoice**ACTION REQUESTED OF B/E:**

The Board is requested to ratify the outstanding invoice and authorize the payment to Arbor E & T, LLC d/b/a Care Resources.

**AMOUNT OF MONEY AND SOURCE:**

<u>Amount</u>	<u>Account No.</u>	<u>Invoice No.</u>
\$59,055.75	4000-427111-3080-294395-603051	BITP01

**BACKGROUND/EXPLANATION:**

On December 8, 2010, the Board approved the initial agreement with Arbor E & T, LLC d/b/a Care Resources, in the amount of \$668,745.00, for the period of July 1, 2010 through June 30, 2011 for the Baltimore Infants & Toddlers Program.

Due to an oversight, the agreement was not amended to increase the amount of the agreement for additional services provided during the period of the original agreement.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved ratification of the outstanding invoice and authorized the payment to Arbor E & T, LLC d/b/a Care Resources.

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

Health Department - Ratification of Invoices**ACTION REQUESTED OF B/E:**

The Board is requested to ratify outstanding invoices and authorize payment to Fischer Scientific.

**AMOUNT OF MONEY AND SOURCE:**

<u>Amount</u>	<u>Invoice No.</u>	<u>Date of Invoice</u>
\$ 385.00	0087423	9/19/2011
5,831.64	5659617	12/12/2011
210.45	5659618	12/12/2011
1,172.61	8502439	3/20/2012
<b>\$7,599.70</b>	- 4000-422312-3030-513300-604037	

**BACKGROUND/EXPLANATION:**

The Department's Staff at the STD lab unintentionally placed orders for STD lab testing supplies, using Purchase Order Nos. P513262, P518856, and Blanket Order P515663-2, which were closed.

Fischer Scientific was not aware of the error and continued to ship supplies to the STD lab, as requested.

**MBE/WBE PARTICIPATION:**

N/A

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

UPON MOTION duly made and seconded, the Board approved ratification of the outstanding invoices and authorized payment to Fischer Scientific.

**MINUTES**

Health Department - Client Incentive/Gift Cards

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the purchases of client incentive/gift cards from Wal-Mart Stores, Inc. and Target.

**AMOUNT OF MONEY AND SOURCE:**

\$1,800.00 - Wal-Mart Stores, Inc. (72 cards @ \$25.00 each)  
600.00 - Target (24 cards @ \$25.00 each)  
**\$2,400.00** - 6000-651112-3080-708800-604025

**BACKGROUND/EXPLANATION:**

This expenditure of funds will allow the Department to purchase client incentive/gift cards from Wal-Mart Stores, Inc. and Target for the Maternal and Infant Care Program to use as incentives for focus group participation.

Pregnant and postpartum women in Baltimore face extreme medical and social risks that the Department believes warrant intervention by a nurse home visitor. However, to date, evidence-based programs are solely available to first-time mothers. The Maternal and Infant Care Program is seeking to advance the current nurse home visiting model with an intervention framework for multiparous mothers that can be subjected to a rigorous evaluation. Incentive cards will be used to engage stakeholders in focus group participation to better understand the most effective curricular content and support services for reaching multiparous mothers in order to improve service provision and reduce risk factors for poor maternal and child health outcomes.

**MINUTES**Health Department - cont'd

The Department has adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for 1) a single means of procuring all incentive cards through the Board of Estimates, 2) the documentation of each card and its recipient, 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and 4) periodic internal reviews of the program's activity vis-à-vis the internal policy, which is to be shared with the Department of Audits.

This policy has been reviewed by both the City Solicitor's Office and the Department of Audits. Consistent with the original Board of Estimates approval on November 19, 2008, all requests for payment for the above incentive cards will be subject to the Department of Audit's approval.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the purchases of client incentive/gift cards from Wal-Mart Stores, Inc. and Target.

**MINUTES**

Health Department - Client Incentive/Gift Cards

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the purchases of client incentive/gift cards from the Rite Aid Corporation.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000.00 - 4000-498712-3030-274404-604051 (200 cards @ \$5.00 each)

**BACKGROUND/EXPLANATION:**

The incentive/gift cards from Rite Aid will be used for the Department's STD/HIV Prevention Program.

The incentive cards will be distributed to help reduce the number of new HIV infections, improve the health of persons living with HIV/AIDS, and enhance the staff's ability to attract those individuals encountered to receive counseling and testing on the STD/HIV van. T-shirts are purchased and provided to the outreach team.

The STD/HIV Prevention Program adheres to all policies associated with the usage of incentives and has sufficient procedures in place to address the safeguarding and accountability of incentives purchased.

The Department has adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for 1) a single means of procuring all incentive cards through the Board of Estimates, 2) the documentation of each card and its recipient, 3) a monthly reconciliation for all purchases that account for

**MINUTES**

Health Department - cont'd

all distributed and non-distributed cards, and 4) periodic internal reviews of the programs' activity vis-à-vis the internal policy, which is shared with the Department of Audits.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the purchases of client incentive/gift cards from the Rite Aid Corporation.

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

Baltimore City Health Department - Employee Expense Statement**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense statement for Ms. Rebecca Dineen for the month of June 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$319.60 - airfare  
31.00 - airport parking  
142.24 - hotel & taxes  
75.74 - food  
\$568.58 - 4000-422812-3080-294200-603001

**BACKGROUND/EXPLANATION:**

Ms. Dineen attended the CDC Prevention Health Specialist interviews on June 22-23, 2012 in Atlanta, Georgia. The Department did not submit the request to their Contract Officer in time to be received by the Bureau of Accounting and Payroll Services within the 40 working days from the last calendar day of the month in which the expenses were incurred as directed by the Administrative Manual. The Department apologizes for the oversight and lateness.

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

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

UPON MOTION duly made and seconded, the Board approved the expense statement for Ms. Rebecca Dineen for the month of June 2012.

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

Department of General Services - Minor Privilege Permit Applications

The Board is requested to approve the following applications for a Minor Privilege Permit. The applications are in order as 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. 418 S. Conkling St.	FFT, Inc.	Outdoor seating 20' X 4'
Annual Charge: \$337.50		
2. 601 S. Conkling St.	Kapran Hwang	Outdoor seating 20' x 4'
Annual Charge: \$337.50		
3. 3125 Eastern Ave.	Julie Caldarazzo	Awning w/signage 14' x 4'
Annual Charge: \$188.00		
4. 3134 Eastern Ave.	Creative Alliance	Outdoor seating 13' x 6'
Annual Charge: \$337.50		
5. 3508 Eastern Ave.	Heung Ju Hwang	Outdoor seating 20' x 4'
Annual Charge: \$337.50		
6. 3721 Eastern Ave.	William W. Schriefer	Outdoor seating 16' x 4'
Annual Charge: \$337.50		

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

DGS - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
7. 3928 Eastern Ave.	Fromouzis Stamidis	Outdoor seating 20' x 4'
Annual Charge: \$337.50		
8. 1032 Light Street	McHenry Theater, LLC	Outdoor seating 21' x 3'6"
Annual Charge: \$337.50		
9. 1552 Ridgely St.	LHB Benson, LLC	Handicap ramp 31' 10" x 5'6"
Annual Charge: \$70.30		
10. 101 Rochester Place	Mason Properties, Inc.	Garage extension 20' x 1'6"
Annual Charge: \$112.00		
11. 1118 S. Charles St.	1018 S. Charles Street, LLC	Outdoor seating 18'2" x 4'
Annual Charge: \$337.50		
12. 426 S. Newkirk Ave.	Emanuel Karales	Outdoor seating 8' x 4'
Annual Charge: \$337.50		

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

DGS - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
13. 800 S. Kenwood Avenue	800 Kenwood, LLC	Outdoor seating 16' x 4', on Fait Avenue, 6' x 3' on Kenwood Avenue

Annual Charge: \$675.00

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

UPON MOTION duly made and seconded, the Board approved the aforementioned minor privilege permits.

**MINUTES**

Department of General Services - Right-of-Entry Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the right-of-entry agreement with Mr. and Mrs. John L. Schenning, owners of 2815 Calvary Road, Abingdon, Maryland 21009.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Department of Public Works, Bureau of Water and Wastewater is proposing a project to locate and replace existing air/vacuum relief valves, surge valves and/or drain valves as part of water project no. WC-1197R, Susquehanna Transmission Main Valve Replacements. This right-of-entry will allow the City access onto the property to make these improvements.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the right-of-entry agreement with Mr. and Mrs. John L. Schenning, owners of 2815 Calvary Road, Abingdon, Maryland 21009. The President **ABSTAINED**.

**MINUTES**

Department of General Services - 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 FHK Properties, LLC and PMG Mid Atlantic, LLC for the property located at 1465 Key Highway. The period of the agreement is effective upon Board approval for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$60,620.00 (Amount to be paid to FHK Properties, LLC)  
11,975.00 (Amount to be paid to PMG Mid Atlantic, LLC)  
291.75 (Rent abatement for PMG Mid Atlantic, LLC per year  
through April 2015)

Account: 9950-902365-9508-900020-704040

**BACKGROUND/EXPLANATION:**

The Department of Transportation is proposing street improvements along Key Highway known as the Key Highway Beautification Project, which is part of project TR-05045. In the design of this project, it was determined that a portion of the property known as 1465 Key Highway would need to be acquired in fee simple. Another portion of the same property would need to be acquired for slope easements. Temporary construction easements will be necessary.

Due to the lease arrangement between FHK Properties, LLC and PMG Mid Atlantic, LLC, it was determined by all parties involved that condemnation of the land to be acquired would be the best solution. However, in the interim, a right-of-entry will satisfy all parties and therefore may avert the condemnation.

**MINUTES**

Department of General Services - cont'd

The fee simple acquisition and temporary construction and slope easement areas have been appraised and the fair market values have been established. FHK Properties, LLC will receive \$60,620.00. PMG Mid Atlantic, LLC will receive \$11,975.00, and a rent abatement of \$291.75 per year through April 2015.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the right-of-entry agreement with FHK Properties, LLC and PMG Mid Atlantic, LLC for the property located at 1465 Key Highway.

**MINUTES**

Department of General Services - On-Call Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement for Project 1125M, On-Call Architectural Design Services with Murphy & Dittenhafer, Inc. 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:**

\$748,836.69 - Upset Limit  
Funds will be identified as tasks are processed.

**BACKGROUND/EXPLANATION:**

Various City agencies on a continuing basis require architectural design services to modify, upgrade, or repair their facilities. Typically, the work involved is limited in scope and/or of an urgent nature, which in either case should not be postponed until the customary architectural design selection process can be executed. Calls for these services will be made on the contract as needs are identified. The cost of services rendered will be negotiated for a not-to-exceed price for each task assigned. The fees will be based on actual payroll rates, not including overhead and burden, times a set multiplier. The payroll rate and the multiplier have been reviewed by the Department of Audits.

The contract duration will be two years, however, projects started within the two-year period may continue beyond the two year time frame until completion. The total fee for this consultant's contract shall not exceed \$748,836.69 for the two-year period.

The consultant was selected pursuant to the Architect and Engineering Awards Commission (AEAC) procedures, under AEAC Project 1125M.

**MINUTES**

Department of General Services - cont'd

**MBE/WBE PARTICIPATION:**

<b>MBE:</b> Sidhu Associates, Inc.	<b>0-27%</b>
ReStl Designer, Inc.	<b><u>0-27%</u></b>
	<b>27% In the aggregate</b>
 <b>WBE:</b> Phoenix Engineering, Inc.	<b>0-9%</b>
Mahan Rykiel Associates, Inc.	<b><u>0-9%</u></b>
	<b>9% In the aggregate</b>

**MWBOO FOUND VENDOR IN COMPLIANCE**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement for Project 1125M, On-Call Architectural Design Services with Murphy & Dittenhafer, Inc.

**MINUTES**

Department of General Services - Amendment to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment no. 1 to agreement with Meals on Wheels of Central Maryland, Inc. This amendment no. 1 extends the period of the agreement from August 31, 2012 to October 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On January 25, 2012, the Board approved an agreement with Meals on Wheels of Central Maryland, Inc. in the amount of \$14,014.00, to perform energy upgrades and retrofits to their facilities. The non-profit requires additional time to complete the retrofits.

**MBE/WBE PARTICIPATION:**

N/A

**AUDITS NOTED THE TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 1 to agreement with Meals on Wheels of Central Maryland, Inc.

**MINUTES**

Mayor's Office of Human Services (MOHS) - Ratification of  
Outstanding Invoices

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify an outstanding invoice to pay ProPac.

**AMOUNT OF MONEY AND SOURCE:**

\$9,121.70 - 1001-000000-3572-327200-604002 (Invoice No. 332430)

**BACKGROUND/EXPLANATION:**

The ratification of outstanding invoice is for 200 oversized cots received at the City of Baltimore's men's overflow shelter in June 2012.

The MOHS funds The Baltimore Station to operate an overflow shelter for homeless men. The vendor informed the MOHS that the cots in use were breaking and if new cots were not purchased, the men would be sleeping on the floor.

The MOHS contacted two other City offices to find replacement cots and was told that none were available. Propac was identified as an approved City of Baltimore vendor who could supply the necessary equipment.

The inquiry for replacement cots took a number of weeks and at that time, cots continued to break. Therefore, it was deemed necessary to purchase cots as soon as possible in order to avoid having men in a City-funded shelter sleep on the floor.

As a result of the total amount of the purchase, Board approval is required. Future purchases for replacement cots will be processed through the Bureau of Purchases.

**MINUTES**

MOHS - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved ratification of the outstanding invoice to pay ProPac.

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

Mayor's Office of Human Services/ - Grant Agreements  
Homeless Services Program

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

1. **SAINT AMBROSE HOUSING AID CENTER, INC.** **\$ 34,502.00**

Account: 4000-496212-3573-591452-603051

The organization will provide case management services to four formerly homeless individuals and ten families who are formerly homeless, who reside in housing units leased or managed by the organization. The period of the agreement is April 1, 2012 through March 31, 2013.

2. **BON SECOURS OF MARYLAND FOUNDATION, INC.** **\$ 33,585.00**

Account: 5000-523113-3571-333709-603051

The Women's Resource Center will provide services to homeless women, HIV/AIDS infected women, their families and low-income women at risk of infection. The period of the agreement is July 1, 2012 through June 30, 2013.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**MINUTES**Mayor's Office of Employment Development - Agreements

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

**1. GREEN TRAINING USA LLC** **\$19,160.00**

Account: 4000-803710-6310-711905-603051

Green Training USA LLC will provide training and supportive services in green construction for at least eight eligible participants. Services will include Advanced Whole-House Weatherization Training and job placement services. The program will increase the number of qualified green construction workers in the City of Baltimore. The funds are provided in support of the Maryland Energy Sector program from the Maryland Department of Labor, Licensing and Regulation. The period of the agreement is August 6, 2012 through September 10, 2012.

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

**2. HEDWIN CORPORATION** **\$43,720.00**

Accounts: 4000-837513-6312-712205-603051  
 4000-836713-6312-712205-603051  
 1001-000000-6331-712205-603051

The Hedwin Corporation will provide training to 25 eligible participants. The selected participants will receive Operator training. Upon successful completion, the participants will be employed by the Hedwin Corporation. The corporation will provide a customized training plan for each participant prior to the start of training. Operator

**MINUTES**

MOED - cont'd

training will include the safe assembly and finish of Cubitainer products in a reasonable time period that meets the qualifications of the customer. Training will also include the safe assembly of boxes and the performance of housekeeping duties for the immediate work area. The period of the agreement is September 17, 2012 through June 30, 2013.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of a grant award from the Maryland Department of Labor, Licensing and Regulation. The grant is for the period July 1, 2012 through June 30, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$ 205,751.00	-	4000-807513-6312	(Adult)
2,762,274.00	-	4000-806413-6313	(Youth)
176,168.00	-	4000-806713-6312	(Dislocated Worker)
<b>\$3,144,193.00</b>			

**BACKGROUND/EXPLANATION:**

The grant will be utilized for specific program costs. The costs are associated with providing eligible youth, adults and employers with coordinated employment and training activities. The activities will include, but are not limited to: labor marketing information, career assessment, specific skills training, job readiness training, prevocational training, other intensive services, and workforce development supportive services. These services are designed to prepare eligible City residents for long-term, gainful employment opportunities in the labor market mainstream and to promote self-sufficiency and economic independence.

This submission is late because the MOED received notification of the grant award August 13, 2012.

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

MOED - cont'd

UPON MOTION duly made and seconded, the Board approved acceptance of the grant award from the Maryland Department of Labor, Licensing and Regulation.

**MINUTES**Police Department - Grant Agreements

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

GRANT AWARD

- |                                      |                     |
|--------------------------------------|---------------------|
| 1. <b>U.S. DEPARTMENT OF JUSTICE</b> | <b>\$761,900.00</b> |
| <b>OFFICE OF JUSTICE PROGRAMS</b>    |                     |

Account: 4000-472013-2252-694200-600000

The Department will utilize the FY 2012 JAG VIII funds to maintain the support of crime reduction and prevention strategies. The Department will expend funds to reduce violent crime and the City will persist with its commitment to community based-crime prevention programs. The period of grant award is October 1, 2011 through September 30, 2015.

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

GRANT ADJUSTMENT NOTICE (GAN)

- |                                       |               |
|---------------------------------------|---------------|
| 2. <b>GOVERNOR'S OFFICE OF CRIME</b>  | <b>\$0.00</b> |
| <b>CONTROL AND PREVENTION (GOCCP)</b> |               |

On July 28, 2010, the Board authorized acceptance of the grant award for the 2010 City of Baltimore's "Cooperative Agreement for Supervised Visitation Center Planning" in the amount of \$339,200.00. The grant is intended to address the persistent problem of domestic violence and child abuse in the metropolitan area. The grant provides funds for the creation of a fully functional supervised visitation center in the jurisdiction. This GAN will extend the end date from

**MINUTES**

Police Department - cont'd

August 31, 2012 to August 31, 2013. All other terms and conditions of the agreement will remain unchanged.

**AUDITS NOTED THE TIME EXTENSION.**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Department of Housing and - Local Government Resolutions  
Community Development

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

The below listed organizations are applying to the State of Maryland's Community Legacy Program (CLP). A local government resolution of support is required by the State for all applications to the program for funding.

- |                                     |                                     |
|-------------------------------------|-------------------------------------|
| 1. <b>B &amp; O RAILROAD MUSEUM</b> | <b>\$185,000.00</b><br><b>(CLP)</b> |
|-------------------------------------|-------------------------------------|

The B & O Railroad Museum, located at 901 W. Pratt Street, proposes Repairing the B & O Museum Access Bridge Over Carey Street Project. The South Carey Street Bridge is the lifeline between the east and west ends of the campus. A bridge has been in this location since the dawn of railroading in the 1830's, making this the oldest rail section in America that has been continually spanned by a railroad bridge. The bridge has been in its current form since the 1830's, with major repairs being performed in the 1950's. A 2005 engineering report performed by Century Engineering found that the bridge was in "fair" condition, but in dire need of repairs so that it did not fall into unusable or unsafe condition in the next decade.

Major structural issues that must be addressed through this process include, repairing railings on the top of the bridge and installing a debris catcher, retrofitting bearing plates at the bottom of the bridge's columns, cleaning and repainting all structural steel, including the columns. Repairing the bridge's drainage system, repairing the deteriorated concrete curbs and the soffit of the bridge's concrete slab, re-pointing the existing stone masonry wall and placing a fence along the top of the bridge to deter vandals from throwing objects from the bridge onto the Carey Street traffic.

## MINUTES

DHCD - cont'd

The mission of the B & O Railroad Museum is to preserve the physical legacy and the experience of American railroading and to interpret and present its history to the widest possible audience. The museum emphasizes the history of the Baltimore & Ohio Railroad, Western Maryland Railway, CSX Corporation and other Maryland Railroads and those entities with which they are connected or closely interact with to develop programs which help broaden and deepen public appreciation of the past, present and future significance of the railroad industry in the development of American life.

(FILE NO. 56057)

2. **HISTORIC EAST BALTIMORE COMMUNITY ACTION COALITION, INC. (HEBCAC)      \$285,000.00**

HEBCAC is a nonprofit community development organization founded in 1994 by Johns Hopkins University, City and State officials, and area residents. Its mission is to work with residents and other stakeholders to improve neighborhoods in the 220-block area bounded by Edison Highway, Aisquith Street, North Avenue and Fayette Street. Since its founding, HEBCAC has implemented a series of programs that address both the physical infrastructure and human capital issues faced by residents of the neighborhoods within which it works.

HEBCAC, located at 1212 N. Wolfe Street, proposes two projects, Baltimore Food Enterprise Center (BFEC) and Eager Street Commons.

- The BFEC, located at 1801 E. Oliver Street is a collaborative effort between HEBCAC, EBDI, TRF and Cross Street Partners. The redevelopment of this site offers a tremendous opportunity to establish a neighborhood "anchor" in this East Baltimore neighborhood that will serve as a catalyst for future investment, development and job creation. The BFEC will be a fully licensed shared-use commercial kitchen, and will be designated to

## MINUTES

DHCD - cont'd

to support small businesses by providing professional kitchen space and technical resources to established and emerging food entrepreneurs in Baltimore. In addition, the BFEC will support Baltimore residents by providing job training and placement opportunities in the culinary and hospitality industry through education and workforce development partnerships and positive health and nutrition outcomes in underserved communities by providing educational resources, improving food access, supporting community gardens and offering outreach and training programs. The amount of Community Legacy funds requested is \$250,000.00.

- Eager Street Commons, located at 2300-2400 block of E. Eager Street is a collaborative effort between HEBCAC, AE Holding, LLC (a private real estate investment limited liability corporation and residents). Consisting of 190 properties, these blocks flank the recently completed \$9,000,000.00 Weinberg Community Center at 901 N. Milton Avenue. The area is key to reinforcing the East Baltimore New Community Initiative as it will link the housing development sponsored by EBDI New Community School to the west with the existing neighborhoods of Madison East End. It is proposed to acquire and rehab virtually all of the vacant properties over a three year period. As an initial step, Baltimore City is selling 18 properties for redevelopment for homeownership for low-moderate income families to the development partner AE Holdings, simultaneously working to enforce the receivership process which is facilitating the acquisition of the remaining vacant privately-held properties for renovation and acquiring and demolishing all of the properties on the north side of 2300-2400

**MINUTES**

DHCD - cont'd

blocks of Eager Street. The amount of Community Legacy Funds requested is \$35,000.00, and will be used to secure the initial landscaping for the project.

**(FILE NO. 55394)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the local government resolutions. The President **ABSTAINED** on item no. 2.

BOARD OF ESTIMATES

09/12/2012

**MINUTES**

Department of Housing and - Expenditure of Funds  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve funds for advertising on the MTA System as a means of outreach for the Office of Home Energy Programs (OHEP).

**AMOUNT OF MONEY AND SOURCE:**

\$10,000.00 - 5000-585913-5970-186800-603026

**BACKGROUND/EXPLANATION:**

The OHEP assists low-income citizens of Baltimore with home energy costs. In order to reach as much of the population as possible, the OHEP seeks to utilize outreach methods to inform the citizens of the resources available to them by advertising on the MTA buses and in the Metro stations. The funds will be reimbursed directly from the Maryland State/Department of Human Resources/Office of Home Energy Programs.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTIONS.**

UPON MOTION duly made and seconded, the Board approved funds for advertising on the MTA System as a means of outreach for the Office of Home Energy Programs.

BOARD OF ESTIMATES

09/12/2012

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a land disposition agreement with Mr. Julius Faulk, for the sale of City-owned property located at 401 E. Lafayette Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$5,000.00 - Purchase Price, payable at the time of settlement

**BACKGROUND/EXPLANATION:**

The City acquired the property from the Housing Authority of Baltimore City on May 5, 2011.

The property will consist of a total rehabilitation of a vacant building. The developer intends to use the property at 401 E. Lafayette Avenue (1104/016) as his personal residence.

Once transferred and redeveloped the property will be active on the tax rolls of Baltimore City thereby preventing tax abandonment.

In accordance with the City's Appraisal Policy the Waiver Valuation process was used to determine the proposed price of \$5,000.00 using comparable sales of properties sold within six months and in the same vicinity.

**(FILE NO. 57211)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Mr. Julius Faulk, for the sale of City-owned property located at 401 E. Lafayette Avenue.

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

Department of Housing and - HOME Loan  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a HOME Investment Partnerships Program (HOME) loan to O'Donnell Heights I Associates, LP. The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

**AMOUNT OF MONEY AND SOURCE:**

<u>Sources</u>		<u>Uses</u>	
\$ 3,600,000.00	Bank of America/ Bellwether Enterprise	\$ 00.00	Acquisition (See below)
900,000.00	MD-DHCD-RHPP	14,643,682.00	Construction
1,500,000.00	HOME	2,114,215.00	Construction Fees
13,489,059.00	LIHTC	1,104,036.00	Financing Fees
<u>1,146,584.00</u>	FHLB-AHP	328,839.00	Syndication
<b><u>\$20,635,643.00</u></b>		229,759.00	Guarantee/Reserves
		<u>2,215,112.00</u>	Developer Fees
		<b><u>\$20,635,643.00</u></b>	

Account: 9910-910610-9610

**BACKGROUND/EXPLANATION:**

The HOME loan funds will be used to support a portion of the hard costs of the O'Donnell Townhomes Phase 1A project located at 6349 Boston Street.

## MINUTES

DHCD - cont'd

The O'Donnell Heights public housing development is located in the southeast corner of Baltimore City. The 900 unit complex was built in 1942 for factory workers during World War II as "barracks-style" buildings. Five hundred ninety six units have been demolished over the last several years and 304 units remain in service. The Housing Authority of Baltimore (HABC), which owns the development, envisions demolishing the remaining housing units and creating a mixed-income residential community that will include deeply affordable and market rate rental units as well as homeownership units. A phased development is anticipated due to the magnitude of the redevelopment. The current draft master plan calls for a total of approximately 925 units to be built on the entire site.

The first phase of the O'Donnell Heights redevelopment is O'Donnell Townhomes Phase 1A (the Phase 1A Project) to be constructed on a 5.5 acre site, identified in City land records as 6349 Boston Street (the Property). The property has been awarded to the developer, GBAHC/Michaels JV, LLC (the Developer). The Developer is a joint venture composed of the affiliate of Greater Baltimore AHC, Inc. (GBAHC), a local non-profit group, and the Michaels Development Company, a national housing developer. This development team was selected through a competitive Request for Qualifications process by HABC for the redevelopment of O'Donnell Heights. Rights to the property will be conveyed by HABC to the Developer pursuant to a ground lease.

The Phase 1A Project will involve the construction of 76 total units, of which 75 will be affordable rental units and one will be a manager's unit. Designed to reflect the general appearance of the surrounding neighborhood rather than that of the former development, the Phase 1A Project will consist of ten buildings, each of which will be comprised in turn of a cluster of five to eight townhomes that will be two stories high. There will be

## MINUTES

DHCD - cont'd

variations in the design and color of the front facades of each group. All units will have ample rear yards with patios and storage bays. Although there are plans to build a new community center on site in a later phase, the Phase 1A Project will include a spacious playground and recreational area with water features. There will be a sufficient mix of one to four bedroom units that will be approximately 1,138 square feet on the average, each with washers and dryers and energy efficient appliances.

Thirty-nine of the rental units will be deeply subsidized and affordable to households at or below 30% of the Area Median Income (AMI). These units will be supported by a Housing Choice Voucher Housing Assistance Payment (HAP) contract for rental subsidy from HABC. The remaining 36 units will be affordable to households at or below 50% AMI. Of the 39 deeply affordable units, 27 will be made available to current and former O'Donnell Heights residents and 12 units (the NED's unit) will be reserved for non-elderly persons with disabilities (NEDs). Of the 27 units available to current and former residents, four are UFAS units that will be reserved for families on HABC's waiting list in compliance with the Bailey Consent Decree. The NED units will be reserved for not less than 40 years in accordance with the requirements of the Bailey Consent Decree. The term "Non-Elderly Person with Disabilities" is defined as a household that meets the following criteria: (i) whose sole member, head of household, or head of household's spouse has a disability and is under age 62; (ii) which is eligible for a one-bedroom public housing unit or for a two-bedroom public housing unit because a second bedroom is needed for disability-related reasons; and (iii) which is on the HABC waiting list for public or Section 8 subsidized housing. The UFAS units are units that comply with the UFAS/Section 504 standards. The UFAS and NED units will meet the long-term affordable requirements of the Bailey Consent Decree.

**MINUTES**

DHCD - cont'd

The HOME loan will cover a portion of the hard construction costs only for 75 rental units, which will be fixed during the 20-year period of affordability (the term of rent and income restrictions required by the HOME program).

Karen H. Belinko Appraisals, LLC prepared an appraisal dated June 1, 2012, for MD-DHCD. The estimated market value of the subject property as if completed and stabilized with income restricted rents with consideration to the tax credits, favorable financing and Payment in Lieu of Taxes (PILOT) is \$17,800,000.00. The appraised value is below the total development costs of the project which is common for transactions involving LIHTC, subsidized rents and preferred governmental financing. The LIHTC provides equity and is not considered as long-term debt to the property. The rents are considered "restricted" because they are supported with financing that requires long-term income and rent restrictions. As a result, the rent levels are set below the market rate thereby decreasing the property's appraised value. Gap financing, such as the HOME loan and other governmental sources are in place in order to allow for continuing affordability. The appraised value meets the underwriting standards for the must-pay permanent superior mortgage. The Department is comfortable with recommending the HOME loan as described under these circumstances. The Developer has submitted an application to the City for a PILOT agreement and this has been considered in determining the as-built valuation.

**Participating Parties:****A. Owner/Developer**

O'Donnell Heights 1 Associates, LP (the Borrower), will be the borrower of record. The entities that will create the general partner of the Borrower are GBAHC O'Donnell Heights 1 and O'Donnell Heights 1 - Michaels, LLC.

## MINUTES

DHCD - cont'd

**B. General Contractor/Architect:**

Bozzuto Construction Company will act as general contractor. The contractor will post a 100% Payment and Performance Bond. Marks, Thomas Architects, will provide architectural services.

**C. Participating Lenders:**

Bank of America, N.A. - Construction 1<sup>st</sup> Lien Position  
Bellwether Enterprise Real Estate Capital  
- Permanent 1<sup>st</sup> Lien Position

Bank of American, N.A (Bank of America) will provide a first lien construction loan in the approximate principal amount of \$3,600,000.00(the Bank of American First Loan). The Bank of American First loan will have a term of 24 months (with one six-month extension), require payments of interest only until its maturity, and accrue interest at a variable-rate (LIBOR plus 250 basis points), which is not expected to exceed seven percent. Following construction completion, the Bank of American First loan is expected to be repaid by a first lien permanent loan from Bellwether Enterprise Real Estate Capital, in the approximate principal amount of \$3,600,000.00 at an interest rate which is currently expected not to exceed six percent (the interest rate is calculated in accordance with Fannie Mae underwriting requirements at the time of closing; under current conditions, the interest rate would be approximately 5.25%), with an amortization period of 30 years and a maturity of 15 years following construction completion.

**MINUTES**DHCD - cont'dMD-DHCD RHPP Program - Construction/Permanent 2<sup>nd</sup> Lien Position

---

The State of Maryland's Department of Housing and Community Development (MD-DHCD) will provide loan proceeds from its Rental Housing Production Program to fund permitted development costs of the 75 rental units. During the construction period of 16 months, including three months for cost certification, interest will be charged at the rate of zero percent and the loan will carry an interest rate of four percent during the permanent loan period. During the permanent loan period, the loan will be amortized over a term of 40 years with payments made from available surplus cash flow. All outstanding principal balance and any deferred and accrued interest will be due and payable on the Maturity Date.

Bank of America - Construction 3<sup>rd</sup> Lien Position

Bank of America will also provide a third lien construction loan in the approximate amount of \$10,340,000.00 (the Bank of America Third Loan), which is expected to be repaid from the proceeds of the LIHTC equity upon completion. The Bank of America Third Loan will have a term of 24 months (with one six-month extension), require payments of interest only until its maturity, and accrue interest at a variable-rate (LIBOR plus 250 basis points), which is not expected to exceed seven percent.

Baltimore City HOME Program - Construction 4<sup>th</sup> Lien Position/Permanent 3<sup>rd</sup> Lien Position

---

During the construction period, to mirror the term of the superior lender, interest will be charged at the rate of zero percent on sums advanced. During the permanent loan period, interest will be charged at the rate of one percent and be amortized on a 40-year term with payments made from

**MINUTES**

DHCD - cont'd

available surplus cash flow. The outstanding principal balance and any deferred and accrued interest will be due and payable on the Maturity Date. The HOME loan will be long-term, subordinate, non-recourse debt.

FHLB-AHP Loan - Construction 5<sup>th</sup> Lien Position/Permanent 4<sup>th</sup> Lien Position

---

A grant to GBAHC provided by FHLB will be loaned to the Borrower in order to make the proceeds of the loan eligible for basis under the LIHTC rules. During the construction period, no interest will be charged. During the permanent loan period, payments will be made at an interest rate not to exceed seven and a half on a 40-year term and repaid from surplus cash flow. All outstanding principal balance and any deferred and accrued interest will be due and payable on the Maturity Date.

**MBE/WBE PARTICIPATON:**

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

## MINUTES

DHCD - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,500,000.00	9910-915011-9609	9910-910610-9610
Federal HOME FY 2011	Home FY 2011	O'Donnell Townhomes

This transfer will provide Federal HOME funds to be used to support a portion of the hard construction costs of the O'Donnell Townhomes Phase 1A project located at 6349 Boston Street.

**A PROTEST WAS RECEIVED FROM THE MARYLAND MINORITY CONTRACTORS ASSOCIATION.**

(FILE NO. 57308)

President: "The first item on the non-routine agenda can be found on pages 51 to 58 (of the agenda) Home Loan for O'Donnell Town Home Phase I. Will the parties please come forward? I entertain a Motion."

City Solicitor: "Move to approve the item in the absence of the protestant's appearance."

Director of Public Works: "Second."

President: "All those in favor say AYE. All opposed NAY. Please Note I Abstain. The Motion carries."

**MINUTES**

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the HOME Investment Partnerships Program loan to O'Donnell Heights I Associates, LP. UPON FURTHER MOTION duly made and seconded, the authorized the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law. The transfer of funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. The President **ABSTAINED.**

**MMCA- Maryland Minority Contractors Association, Inc.**

A Chapter of the American Minority Contractors and Businesses Association, Inc.-AMCBA

Baltimore, Maryland 21210

443-413-3011 Phone

410-323-0932 Fax

September 11, 2012

Via Facsimile 410-685-4416

The Honorable President and Members

Baltimore City Board of Estimates

City Hall-Room 204

Baltimore, MD 21202

ATTN: Ms. Bernice Taylor, Clerk to the Board

Dear Mr. President:

I represent the Maryland Minority Contractors Association, Inc. ("MMCA"), its members, clients and constituents. I wish to protest the following listed proposed contracts contained in Your Honorable Board's 9-12-2012 public meeting agenda.

- (1) The proposed \$1,500,000.00 Home Loan to O'Donnell Heights I Association, LP, on pages 51-57. Our protest is based on the fact that applicable federal grant procurement law and regulations require that the general contractor's contract for this project be competitively bid, and this contract was not competitively bid.
- (2) The proposed ratification and term purchase order with Baltimore Gas and Electric Company, on pages 80-81. Our protest is based on the fact that the proposed contract violates the City's "mandatory" competitive bidding charter provision, found in Article VI, Section 11 et seq.
- (3) The proposed annual payment of tipping fees to Synagro Technologies (Synagro), by expenditure Authorization, for sludge drying services provided to the City's Back River and Patapsco Wastewater Treatment Plants. Our protest is based upon the fact that the proposed agreement violates the City's "mandatory" competitive bidding charter provision found in Article VI, Section 11 et seq., of the City's governing charter, as well as the City's M/WBE Ordinance.

Thank you for your kind and favorable consideration of these protests.

Respectfully submitted,



Arnold M. Jolivet  
Managing Director

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a land disposition agreement with Mr. Ronnie Boodoo, for the sale of City-owned properties located at 513 E. 20<sup>th</sup> Street and 515 E. 20<sup>th</sup> Street.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000.00 - 513 E. 20<sup>th</sup> Street  
1,000.00 - 515 E. 20<sup>th</sup> Street  
\$2,000.00 - Purchase Price

**BACKGROUND/EXPLANATION:**

The project will consist of the conversion of the two vacant City-owned lots into an Urban Garden/Green Space. The buyer maintained the lots for many years. Both the Community Association and the City Council representative support the project. The City will derive the following benefits from the sale of these properties (i) the sale will eliminate blight, (ii) The properties will be returned to the tax rolls of the City, and (iii) it will relieve the City from the burden of constant cleaning costs.

The lots were priced at \$1,000.00 each, pursuant to the City's Appraisal Policy Waiver Valuation process. The lots are assessed by SDAT for \$1,000.00 each.

**(FILE NO. 57211)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Mr. Ronnie Boodoo, for the sale of City-owned properties located at 513 E. 20<sup>th</sup> Street and 515 E. 20<sup>th</sup> Street.

**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 (LDA) with Metra Realty, LLC, developer, for the sale of the properties located at 404 N. Collington Avenue, 421 N. Collington Avenue, and 424 N. Collington Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$ 5,300.00 - 404 N. Collington Avenue  
1,400.00 - 421 N. Collington Avenue  
4,800.00 - 424 N. Collington Avenue  
**\$11,500.00 - Purchase Price**

**BACKGROUND/EXPLANATION:**

A good faith deposit of \$1,120.00 will be paid by the developer.

The developer will make moderate and major repairs to each of the properties. Upon completion, the properties will be sold to homeowners and used as affordable rental housing. The purchase price of the subject properties and the cost of repairs will be financed with private funds from Metra Industries, Inc., per the LDA.

**STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE PRICE DETERMINED BY THE WAIVER VALUATION PROCESS:**

The subject properties were priced pursuant to the appraisal policy of Baltimore City. The Waiver Valuation proposed price for 421 N. Collington Avenue is \$3,000.00 and 424 N. Collington Avenue is \$7,500.00, and 404 N. Collington Avenue is \$5,000.00.

The following factors are present, thereby, allowing for the sales of 421 N. Collington Avenue and 424 N. Collington Avenue to be sold below the Waiver Valuation price; (1) stabilization

**MINUTES**

DHCD - cont'd

of the immediate community, (2) elimination of blight, (3) economic development, creation of jobs, real estate, and other taxes, and (4) the opportunity to accelerate the rehabilitation of these properties.

The property located at 404 N. Collington Avenue was priced at \$5,000.00, which is below the developer's offer price of \$5,300.00. Therefore, the rationale for sale below the Waiver Valuation is not applicable.

The comparables used to substantiate the sale for the properties are 2019 Jefferson Street, 2021 Jefferson Street, and 509 N. Port Street.

**MBE/WBE PARTICIPATION:**

The properties located at 404, 421, and 424 N. Collington Avenue are not subject to Article 5, Subtitle 28 of the Baltimore City Code.

**(FILE NO. 57211)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Metra Realty, LLC, developer, for the sale of the properties located at 404 N. Collington Avenue, 421 N. Collington Avenue, and 424 N. Collington Avenue.

**MINUTES**

Department of Housing and - Agreements  
Community Development

The Board is requested to approve and authorize execution of the agreement with the service providers. The period of the agreement is July 1, 2012 through June 30, 2013, unless otherwise indicated.

**1. WOMEN'S HOUSING COALITION, INC. (WHC)                   \$47,310.00**

Account: 2089-208913-5930-37923-603051

The WHC will provide permanent housing, case management and other support services to 107 low and moderate-income persons and their children. The WHC serves formerly homeless women, aged 18 and older, a majority of whom suffer from chronic mental illness, substance abuse and disabilities. The funds will be used to subsidize the WHC operating costs.

**2. NEIGHBORHOOD DESIGN CENTER, INC. (NDC)                   \$74,000.00**

Account: 2089-208913-5930-436080-603051

The NDC will provide design and planning assistance for a minimum of 28 community-based revitalization projects in Baltimore City's low and moderate-income neighborhoods including urban renewal areas. Specifically, the NDC will provide assistance with strategic neighborhood planning, neighborhood block projects, program and open space improvements, and re-use of existing facilities. The funds will be used to subsidize the NDC operating costs for one year.

**MWBOO GRANTED A WAIVER.**

**MINUTES**

DHCD - cont'd

On May 2, 2012, 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 2012 Annual Action Plan for the following formula programs:

1. Community Development Block Grant (CDBG)
2. HOME Investment Partnership Act (HOME)
3. Emergency Shelter Grant Entitlement (ESG)
4. Housing Opportunity for People with AIDS (HOPWA)

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2012 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned agreement with the service providers.

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the fee simple interest in 1832 Wilhelm Street (Block 0275, Lot 110) as a gift from Gashu Habte, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

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

Gashu Habte has offered to donate title to the property located at 1832 Wilhelm Street. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 1832 Wilhelm Street are itemized as follows:

Cumulative Real Property Taxes 2009-2012

Total Taxes	\$ 1,999.20
Interest/Penalties	586.20
Other	61.26
Tax Sale Interest	0.00
Miscellaneous Bills	538.68
Metered Water (Tax Sale)	340.07
Environmental Citation	1,215.00
Alley Paving Bill	0.00
Rental Registration	<u>430.00</u>
<b>Total</b>	<b>\$5,170.41</b>

**MINUTES**

DHCD - cont'd

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

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in 1832 Wilhelm Street (Block 0275, Lot 110) as a gift from Gashu Habte, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold interest in 2305 Edgemont Avenue (Block 3230, Lot 014) as a gift from Mr. Reginald M. Williams, Jr., et al owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

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

The owner has offered to donate title to the property located at 2305 Edgemont Avenue. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 2305 Edgemont Avenue are itemized as follows:

**Cumulative Real Property Taxes 2009-2012**

Total Taxes	\$ 13,367.44
Interest/Penalties	12,479.50
Other	155.19
Tax Sale Interest	8,362.68
Miscellaneous Bills	514.03
Metered Water (Tax Sale)	2,902.05
Environmental Citation	3,870.00
Alley Paving Bill	0.00
Rental Registration	<u>0.00</u>
<b>Total</b>	<b>\$41,650.89</b>

**MINUTES**

DHCD - cont'd

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

UPON MOTION duly made and seconded, the Board is requested to approve the acquisition of the leasehold interest in 2305 Edgemont Avenue (Block 3230, Lot 014) as a gift from Mr. Reginald M. Williams, Jr., et al owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

Department of Housing and - Acquisition by Gift  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold property interest in 1706 Rutland Avenue (Block 1456, Lot 052), as a gift from Baltimore Preferred Properties, LLC, **SUBJECT** to outstanding municipal liens.

**AMOUNT OF MONEY AND SOURCE:**

Baltimore Preferred Properties, LLC, owner of the property located at 1706 Rutland Avenue, agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. No City funds will be expended.

**BACKGROUND/EXPLANATION:**

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

Baltimore Preferred Properties, LLC has offered to donate to the City its title to the property located at 1706 Rutland Avenue. The City will receive clear and marketable title to the property **SUBJECT** only to certain City liens. Accepting this donation is less costly than acquiring this property by tax sale foreclosure or eminent domain.

The DHCD will accept the donation of title to the real property located at 1706 Rutland Avenue, subject to any outstanding municipal liens other than current water bill. The liens total approximately \$10,290.54 and are itemized as follows:

**MINUTES**DHCD - cont'dCumulative Real Property Taxes (2009-2012)

Total Tax	\$ 242.76
Interest/Penalties	0.00
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	10,047.78
Metered Water (Tax Sale)	0.00
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	0.00
Total Municipal Liens	<u>\$10,290.54</u>

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

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold property interest in 1706 Rutland Avenue (Block 1456, Lot 052), as a gift from Baltimore Preferred Properties, LLC, **SUBJECT** to outstanding municipal liens.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a land disposition and acquisition agreement, which outlines the exchange of one property, located at 1202 W. Fayette Street (Block 0184, Lot 017), owned by Ms. Valerie Houston, developer, for one comparable property, located at 316 N. Carey Street (Block 0153, Lot 009), owned by the Mayor and City Council of Baltimore.

**AMOUNT OF MONEY AND SOURCE:**

The City agrees to pay for all settlement costs associated with the property acquired by the City, not to exceed \$600.00 total.

Account: 9910-908087-9588-900000-704044

**BACKGROUND/EXPLANATION:**

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

Ms. Houston received notice of the City's intent to demolish the property located at 1202 W. Fayette Street. Because Ms. Houston intended to rehabilitate the property, a swap was proposed for the property located at 1202 W. Fayette Street with a comparable City-owned property that is located in an area better suited for rehabilitation. Ms. Houston will deliver good and marketable title, subject to any municipal liens, and as a condition of the exchange, has agreed to rehabilitate the property she is receiving within 12 months from the date of settlement.

## MINUTES

DHCD - cont'd

The City will receive clear and marketable title to Ms. Houston's property, subject to any municipal liens, in exchange for a comparable property. The liens for 1202 W. Fayette Street total approximately \$494.16 and are itemized as follows:

Total Tax	\$ 47.60
Miscellaneous Bills	446.56
Environmental Fine	0.00
Rental Registration	0.00
<b>Total Municipal Liens</b>	<b>\$494.16</b>

The determination of comparability is based on a valuation for 1201 W. Fayette Street and 316 N. Carey Street which determined that both of the properties are valued at \$5,500.00.

This exchange will allow the City to more expeditiously demolish the hazardous structure and take title to the property for a redevelopment project. The property exchange is less costly than acquiring the property through tax sale foreclosure or eminent domain. This action will further the City's effort to eliminate blight and protect the health and safety of its citizens.

**STATEMENT OF PURPOSE AND RATIONALE FOR TRANSFER OF PROPERTY BY MEANS OF COMPARABLE EXCHANGE:**

The rationale for the exchange of properties was to ensure that the severity of blight on the property at 1202 W. Fayette Street could be successfully eliminated while simultaneously ensuring that a willing and able developer could contribute to the revitalization of Baltimore City in an area better suited and poised for rehabilitation.

**MINUTES**

DHCD - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**(FILE NO. 57211)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition and acquisition agreement, which outlines the exchange of one property, located at 1202 W. Fayette Street (Block 0184, Lot 017), owned by Ms. Valerie Houston, developer, for one comparable property, located at 316 N. Carey Street (Block 0153, Lot 009), owned by the Mayor and City Council of Baltimore.

**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 KIWI Construction LLC, developer, for the sale of the properties located at 4314 Springdale Avenue and 3404 Woodbine Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$5,500.00 - 4314 Springdale Avenue  
3,850.00 - 3404 Woodbine Avenue  
**\$9,350.00 - Purchase Price**

**BACKGROUND/EXPLANATION:**

The project will consist of building single family homes upon each vacant lot.

Once transferred and redeveloped, the properties will be active on the tax rolls of Baltimore City, thereby preventing tax abandonment. The sale of these properties upon redevelopment could generate \$2,000.00 each in real estate property taxes to the City of Baltimore.

**STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE PRICE DETERMINED BY THE WAIVER VALUATION PROCESS:**

The subject properties were priced pursuant to the appraisal policy of Baltimore City at \$13,302.00 for 4314 Springdale Avenue and \$6,469.00 for 3404 Woodbine Avenue. They are being conveyed at \$5,500.00 for 4314 Springdale Avenue and \$3,850.00 for 3404 Woodbine Avenue, which is below the Waiver Valuation price for each because of the following factors:

- (a) specific benefit to the immediate community,

**MINUTES**

DHCD - cont'd

- (b) the elimination of blight,
- (c) economic development, the creation of real estate and other taxes,
- (d) the established decline in the market, and
- (e) the condition of the properties.

**MBE/WBE PARTICIPATION:**

N/A

**(FILE NO. 57211)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with KIWI Construction LLC, developer, for the sale of the properties located at 4314 Springdale Avenue and 3404 Woodbine Avenue.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |   |             |         |
|---|-------------|---------|
| 1. TEVA PHARMACEUTICALS   | \$10,000.00 | Renewal |
| Solicitation No. 08000 - Plan "B" Emergency Contraceptives - Health Department - Req. No. P514659 |             |         |

On September 2, 2009, the Board approved the initial award in the amount of \$10,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$10,000.00 is for the period September 1, 2012 through August 31, 2013.

- |   |             |         |
|---|-------------|---------|
| 2. FISHER SCIENTIFIC  | \$11,350.00 | Renewal |
| Solicitation No. B50001569 - Laboratory Supplies - Health Department - Req. No. P514398 |             |         |

On September 1, 2010, the Board approved the initial award in the amount of \$11,218.87. The award contained two 1-year renewal options. On August 12, 2011, the Board approved the first 1-year renewal in the amount of \$11,350.00. This renewal in the amount of \$11,350.00 is for the period September 1, 2012 through August 31, 2013.

- |   |             |         |
|---|-------------|---------|
| 3. CORRECT RX PHARMACY SERVICES, INC.   | \$18,000.00 | Renewal |
| Solicitation No. B50001574 - Various Medications - Health Department - Req. No. P514465 |             |         |

On September 1, 2010, the Board approved the initial award in the amount of \$9,684.83. The award contained two 1-year renewal options. On August 31, 2011, the Board approved the first renewal in the amount of \$17,833.00. This renewal in the amount of \$18,000.00 is for the period September 1, 2012 through August 31, 2013.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |  |             |          |
|--|-------------|----------|
| 4. POINT DEFIANCE AIDS<br>PROJECTS/NASEN   | \$13,630.00 | Increase |
| Solicitation No. 06000 - Clinical Supplies - Health Department<br>- Req. No. P515419 |             |          |

On November 10, 2010, the Board approved the initial award in the amount of \$7,200.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This increase in the amount of \$13,630.00 will make the award amount \$49,882.00 and is for the period November 10, 2012 through November 9, 2013 with one 1-year renewal option remaining.

- |  |             |             |
|--|-------------|-------------|
| 5. VIDACARE CORPORATION  | \$36,670.00 | Sole Source |
| Solicitation No. 08000 - EZ-IO Needles - Fire Department -<br>Req. No. R612446 |             |             |

Vidacare is the manufacturer and sole distributor of the requested EZ-IO equipment currently in use by the Fire Department.

- |   |             |          |
|---|-------------|----------|
| 6. GARRISON ENTERPRISES, INC.   | \$38,560.00 | Only Bid |
| Solicitation No. B50002578 - 16" Line Stops and 12" Bypass -<br>Department of Public Works - Req. No. R609304 |             |          |

- |   |         |                                     |
|---|---------|-------------------------------------|
| 7. SMITH AUTO SERVICE<br>INC.   | \$ 0.00 | Extension/Amendment<br>to Agreement |
| Solicitation No. B5000002 - Vehicle Upholstery Service -<br>Department of General Services - P.O. No. P512787 |         |                                     |

On September 19, 2007, the Board approved the initial award in the amount of \$200,000.00. Subsequent actions have been approved. A new solicitation B50002600 for this requirement has been issued. An extension of the existing contract is needed to maintain continuity of services until a new contract is put in place. The period of the extension is September 17, 2012 through December 31, 2012.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

**MWBOO GRANTED A WAIVER.**

**(FILE NO. 57210)**

- |                        |              |         |
|------------------------|--------------|---------|
| 8. ENVISTA CORPORATION | \$110,000.00 | Renewal |
|------------------------|--------------|---------|
- Solicitation No. 08000 - Construction Contract Planning and Coordination Services Software Agreement - Department of General Services - Req. No. Various

On September 10, 2008, the Board approved the initial award in the amount of \$45,000.00. The award contained five 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$110,000.00 is for the period September 15, 2012 through September 14, 2013, with two 1-year renewal options remaining.

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

- |                  |              |                                  |
|------------------|--------------|----------------------------------|
| 9. CS STARS, LLC | \$126,400.00 | Extension/Amendment to Agreement |
|------------------|--------------|----------------------------------|
- Solicitation No. 08000 - Claims Software Updates and Support - Department of Finance - Req. No. R609806

The Board is requested to approve and authorize execution of an amendment to agreement with CS Stars, LLC. The amendment to agreement will extend the period of the agreement from October 1, 2012 through September 30, 2013.

On September 27, 2006, the Board approved the initial award in the amount of \$317,700.00. Subsequent actions have been approved. An extension of this contract is necessary to allow the necessary time to develop a clear strategy for better integration and functionality of the separate claim management systems utilized by the Office of Risk Management and the Law Department, as well as specifications for an RFP for a Third

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

Party Worker Compensation Claims Administrator which may include a comprehensive claims management system.

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

**(FILE NO. 57210)**

## 10. KEY RISK MANAGEMENT

SERVICES, LLC	\$3,469,826.00	Extension
Solicitation No. BP-08011 - Workers Compensation Claims Administration - Department of Finance - Req. No. R609848		

On September 26, 2007, the Board approved the initial award in the amount of \$10,158,800.00. The award contained two 1-year renewal options. Subsequent actions have been approved. An extension of this contract is necessary to allow the necessary time to develop a clear strategy for better integration and functionality of the separate claim management systems utilized by the Office of Risk Management and the Law Department, as well as specifications of an RFP for a Third Party Worker Compensation Claims Administrator which may include a comprehensive claims management system. The period of the extension is January 1, 2013 through December 31, 2013.

This is a requirements contract, therefore dollar amounts will vary.

**MWBOO SET GOALS OF 17% MBE AND 9% WBE.**

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

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

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

**MWBOO FOUND VENDOR IN COMPLIANCE.**

- |   |              |         |
|---|--------------|---------|
| 11. MANNA HOUSE, INC.   | \$130,000.00 | Renewal |
| Solicitation No. B50001062 - Men's Healthcare Outreach Program<br>- Department of Health - Req. No. R612408 |              |         |

On September 16, 2009, the Board approved the initial award in the amount of \$130,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$130,000.00 is for the period September 16, 2012 through September 15, 2013, with one 1-year renewal option remaining.

This is a requirements contract, therefore dollar amounts will vary.

<b>MBE:</b> Just4U Transit Services	10.00%
<b>WBE:</b> Towson Medical Equipment, Inc.	3.20%
Copycat Printing	1.96%
Specialty Marketing Printing	<u>4.84%</u>
	<b>10.00%</b>

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

## 12. FULL CIRCLE SOLUTIONS,

INC.	\$ 50,000.00	Renewal
------	--------------	---------

Solicitation No. B5000683 - Provide a Fully Functional Dedicated Training and Testing Facility - Department of Finance - P.O. No. P504495

On October 1, 2008, the Board approved the initial award in the amount of \$285,750.82. The award contained three 1-year renewal options. On August 10, 2011, the Board approved the first renewal in the amount of \$60,000.00. This renewal in the amount of \$50,000.00 is for the period October 1, 2012 through September 30, 2013, with one 1-year renewal option remaining.

**MWBOO SET GOALS OF 14% MBE AND 5% WBE.**

**MBE:** Plexus Installations, Inc. 17.30%  
Neo Technologies, Inc. 3.85%

**WBE:** Sue Ann's Office Supply 14.44%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**(FILE NO. 57210)**

## 13. BALTIMORE GAS AND ELECTRIC,

COMPANY	\$ 0.00	Ratification and Term Purchase Order
---------	---------	---

Solicitation No. 08000 - Requirements for Street Lights Rehabilitation - Department of Transportation - P.O. No. P517775

On April 13, 2011, the Board approved the initial award in the amount of \$2,100,000.00. Due to an administrative error, contract B50001911 - Requirements for Street Lights Rehabilitation expired on July 31, 2012, with four 1-year renewal options remaining. It is requested that a term purchase order be approved under the same terms and conditions

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

as B50001911, including the remaining three 1-year renewal options. The ratification is for the period August 1, 2012 through September 12, 2012. The term purchase order is for the period September 13, 2012 through July 31, 2013, with three 1-year renewal options remaining.

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

**A PROTEST WAS RECEIVED FROM THE MARYLAND MINORITY BUSINESS ASSOCIATION.**

President: "The second item on the non routine agenda can be found on pages 80 to 81 item 13, (of the Agenda) Requirements for Street Lights Rehabilitation, will the parties please come forward? I will entertain a Motion."

City Solicitor: "MOVE approval of the item in the absence of the protestant's appearance."

Director Public Works: "Second."

President: "All those in favor say AYE. All opposed NAY. The Motion carries."

**(FILE NO. 57226)**

\* \* \* \* \*

**MMCA- Maryland Minority Contractors Association, Inc.**

A Chapter of the American Minority Contractors and Businesses Association, Inc.-AMCBA

Baltimore, Maryland 21210

443-413-3011 Phone

410-323-0932 Fax

September 11, 2012

Via Facsimile 410-685-4416

The Honorable President and Members

Baltimore City Board of Estimates

City Hall-Room 204

Baltimore, MD 21202

ATTN: Ms. Bernice Taylor, Clerk to the Board

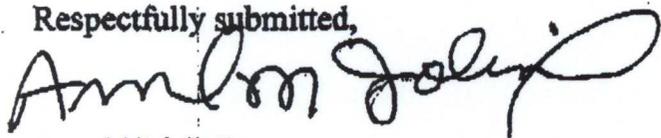
Dear Mr. President:

I represent the Maryland Minority Contractors Association, Inc. ("MMCA"), its members, clients and constituents. I wish to protest the following listed proposed contracts contained in Your Honorable Board's 9-12-2012 public meeting agenda.

- (1) The proposed \$1,500,000.00 Home Loan to O'Donnell Heights I Association, LP, on pages 51-57. Our protest is based on the fact that applicable federal grant procurement law and regulations require that the general contractor's contract for this project be competitively bid, and this contract was not competitively bid.
- (2) The proposed ratification and term purchase order with Baltimore Gas and Electric Company, on pages 80-81. Our protest is based on the fact that the proposed contract violates the City's "mandatory" competitive bidding charter provision, found in Article VI, Section 11 et seq.
- (3) The proposed annual payment of tipping fees to Synagro Technologies (Synagro), by expenditure Authorization, for sludge drying services provided to the City's Back River and Patapsco Wastewater Treatment Plants. Our protest is based upon the fact that the proposed agreement violates the City's "mandatory" competitive bidding charter provision found in Article VI, Section 11 et seq., of the City's governing charter, as well as the City's M/WBE Ordinance.

Thank you for your kind and favorable consideration of these protests.

Respectfully submitted,



Arnold M. Jolivet  
Managing Director

BOARD OF ESTIMATES

09/12/2012

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

14. METRO BOBCAT, INC.	\$ 0.00	Assignment Agreement
Solicitation No. 06000 - OEM Parts and Service for Bobcat Equipment - Department of General Services, Fleet Management - P.O. No. P506244		

**(FILE NO. 57210)**

The Board is requested to approve and authorize execution of the consent to an assignment agreement with Metro Bobcat, Inc. The period of the agreement is September 12, 2012 through February 3, 2013.

On February 4, 2009, the Board approved the initial award to Bobcat of Baltimore. Metro Bobcat, Inc. has acquired rights, title, interest in and Tangible Personal Property of Bobcat of Baltimore, and is requesting Assignment of Contract 06000.

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

**MWBOO GRANTED A WAIVER.**

BOARD OF ESTIMATES

09/12/2012

## MINUTES

INFORMAL AWARD, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

15. LABORATORY CORPORATION OF AMERICA HOLDINGS	\$ 0.00	Assignment of Contract
Solicitation No. B50002125 - Cytology Testing Services - Health Department - P.O. No. P519263		

The Board is requested to approve and authorize execution of an assignment of contract with the Laboratory Corporation of America Holdings. The period of the assignment is September 12, 2012 through December 6, 2012, with four 1-year renewal options.

On December 7, 2011, the Board approved the initial award to Onco Diagnostic Services, Inc. Subsequently, Laboratory Corporation of America Holdings acquired the rights, title, interest in, and Tangible Personal Property of Onco Diagnostic Services, Inc.

**MWBOO GRANTED A WAIVER.**

**(FILE NO. 57331)**

16. ADSAVIA TECHNOLOGY GROUP, LLC	\$ 97,526.00	Ratification/Term-order/Agreement
Solicitation No. 08000 - BDC Lab Rejuvenation Project Agreement - Health Department - Req. No. R585448		

The Board is requested to approve and authorize execution of an agreement with Adsavia Technology Group, LLC. The ratification is for the period November 1, 2011 through September 12, 2012. The period of the term order is September 13, 2012 through April 30, 2014.

## MINUTES

INFORMAL AWARD, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

Due to a delay in the establishment of a new agreement for this requirement, there was no contract in place on November 1, 2011 when the vendor began providing services. However, the vendor continued to provide services to meet the City's needs. The Board is requested to approve the agreement for upgrading the Laboratory Management Software System within the Baltimore Disease Control (BDC) Laboratory. The necessary upgrades will allow the BDC to maintain electronic medical records of all laboratory specimens, generate billing codes to increase the feasibility of billing outside providers, and permit users to view their results in real time over a secure site. The vendor will develop the new system using open source software, in accordance with Attachment B, the GNU General Public License.

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

**(FILE NO. 57210)**

17. ERNST & YOUNG, LLP	\$444,025.00	Increase
Solicitation No. 08000 - Audit Financial Statements for the City of Baltimore - Finance Department - Req. No. R611486		

On December 11, 2011, the Board approved the initial award in the amount of \$542,500.00. A restatement of the City's Comprehensive Annual Financial Report for Fiscal Year 2010 is required. Due to unanticipated issues, Ernst & Young has requested an increase to complete the project. This increase in the amount of \$444,025.00 will make the award amount \$986,525.00.

## MINUTES

INFORMAL AWARD, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

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

**A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.**

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

**(FILE NO. 57281)**

18. ACELERO,	\$100,000.40	Ratification to
INC.		Agreement
Solicitation No. 0800 - On-Line Access to SARGE Affiliate Network and SARGE Subscription - Mayor's Office of Human Services - Req. No. R592979		

The Board is requested to approve and authorize execution of an agreement with Acelero, Inc. The period of the agreement is July 1, 2012 through June 30, 2013. The period of the ratification is July 1, 2012 through September 12, 2012.

The vendor is the sole provider of the proprietary software SARGE (Service Areas Resource Guide for Excellence) that will be used in training for the Head Start re-competition process. Because Baltimore City Head Start was found to be deficient in 2010, the Federal government has mandated that Head Start grantees cited with deficiencies be opened to re-competition.

## MINUTES

INFORMAL AWARD, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

The vendor is the sole provider of the proprietary software SARGE (Service Areas Resource Guide for Excellence) that will be used in training for the Head Start re-competition process. Because Baltimore City Head Start was found to be deficient in 2010, the Federal government has mandated that Head Start grantees cited with deficiencies be opened to re-competition.

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

**(FILE NO. 57210)**

UPON MOTION duly made and seconded, the Board approved the aforementioned informal award, renewals, increases to contracts and extensions. The Board also approved and authorized execution of the amendment to agreement with Smith Auto Services Inc. (item no. 7), CS Stars, LLC (item no. 9), and the assignment agreement with Metro Bobcat, Inc. (item No. 14), Laboratory Corporation of America Holdings (item no. 15), and the ratification to agreement with Acelero, Inc. (item no. 18.) The President **ABSTAINED** on item no. 18.

## MINUTES

Law Department - Settlement Agreement and Release

The Board is requested to approve the settlement and release agreement for the following claims.

1. Aubrey Knox, et al. v. Epperson, et al. \$500,000.00

Account: 1001-000000-2041-195500-603070

2. Anita Fisher, et al. v. Baltimore City \$ 50,000.00  
Board of School Commissioners

Account: 2049-000000-7490-000000-603101

The settlement agreement and release has been reviewed and approved by the Settlement Committee of the Law Department.

**A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.**

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

UPON MOTION duly made and seconded, the Board approved and authorized the settlement agreement and release.

## Kim A. Trueheart

September 11, 2012

Board of Estimates  
Attn: Clerk  
City Hall, Room 204  
100 N. Holliday Street,  
Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of questionable management, oversight and administration of the Baltimore City Public School System under this administration.

The following details are provided to initiate this action as required by the Board of Estimates:

1. Whom you represent: Self
2. What the issues are:
  - a. Page 75 Item 2, Law Department – Settlement Agreement and Release if approved:
    - i. The Law Department appears to interject itself in matters without benefit of the general public clearly understanding its role and responsibilities across the various agencies, departments and enterprises of the municipality of Baltimore City.
    - ii. The Baltimore City Public School System (BCPSS) is listed on the City of Baltimore’s web site as a “state agency”; is jointly managed under a 1997 City/State Partnership and the BCPSS has its own Chief Legal Officer with a staff of 23 and a budget of over \$3M, yet this action is submitted to the BOE by the City’s Law Department for what appears to be a claim against the Baltimore City Board of School Commissioners, while numerous similar matters have NOT been handled by the City’s Law Department.
    - iii. Please define the role and responsibility of the Baltimore City Law Department on behalf of the Baltimore City Public School System and the Board of School Commissioners;
    - iv. Please provide the funding source account for this settlement and the current balance of that account;
    - v. Please provide a list of other pending cases the Law Department is administering/litigating on behalf of the Baltimore City Public School System and/or the Board of School Commissioners.
3. How the protestant will be harmed by the proposed Board of Estimates’ action: The effectiveness of any organization is generally a function of how well its mission, function and responsibilities have been defined. The Baltimore City Law Department appears NOT to have a clearly defined mission and functions statement, which leads me

5519 Belleville Ave  
Baltimore, MD 21207

to be the true source of its perceived ineffectiveness on behalf of the citizens of Baltimore City.

4. The remedy I seek and respectfully request is that this action is used as justification to stem the continued ineffectiveness of departments, agencies and entities within my home town government, including the Law Department, and this opportunity be used to more clearly define mission and function statements for each which better serve the public good.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on September 12, 2012.

If you have any questions regarding this request, please telephone me at (410) 205-5114.

Sincerely,

Kim Trueheart, Citizen & Resident

5519 Belleville Ave  
Baltimore, MD 21207

**MINUTES**

Law Department - Employment Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an employment contract agreement with Mr. Anthony W. Batts, Police Commissioner Designate. The period of the agreement is effective upon Board approval through June 30, 2014. Thereafter, the agreement will continue for a six-year term from July 1, 2014 through June 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$190,000.00 - 1001-000000-2041-195500-601062  
per annum

**BACKGROUND/EXPLANATION:**

Mr. Batts has most recently served with distinction as Police Chief in Long Beach and Oakland, California. His appointment as Commissioner is subject to confirmation by the City Council. It is anticipated that his actual service will begin September 27, 2012.

The Mayor and City wish to employ Mr. Batts as the Police Commissioner of Baltimore City. Mr. Batts agrees to enter into an agreement with the City to serve as the City's Police Commissioner. The agreement details the benefits to which Mr. Batts is entitled, including potential severance payments in the event of a termination without cause.

**APPROVED FOR FUNDS BY FINANCE**

(FILE NO. 57314)

**A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.**

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest

**MINUTES**

Law Department - cont'd

that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the employment contract agreement with Mr. Anthony W. Batts, Police Commissioner Designate. The President **ABSTAINED**.

## Kim A. Trueheart

September 11, 2012

Board of Estimates

Attn: Clerk

City Hall, Room 204

100 N. Holliday Street,

Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens, especially the women of Baltimore City who appear to be victims of sexist policing practices which appears to have been inculcated within the ranks of the Baltimore City Police Department for generations from the top down.

The following details are provided to initiate this action as required by the Board of Estimates:

1. Whom you represent: Self
2. What the issues are:
  - a. Pages 76, Law Department – Employment Agreement
    - i. The Background/Explanation included with this action embellishes Mr. Batts' most recent employment as there is NO evidence that he served in the position of Police Chief in Oakland, California with any notable distinction.
    - ii. The Background/Explanation included with this action misrepresents the wishes of the City and I, as a citizen, DO NOT wish to employ Mr. Batts as the Police Commissioner of Baltimore City without benefit of greater scrutiny and direct questioning into his alleged problems with domestic violence against women;
    - iii. The Baltimore City Police Department has a storied history of failing to deliver fair and equitable police protection to women. The hiring of a Police Commissioner with these allegations perpetrated against women should NOT go unnoticed and before this nomination is approved, clear and unambiguous responses by the nominee must be obtained addressing the public's concerns.
    - iv. This action request an unusual and extremely generous agreement period which should be adjusted to correspond with a similar agreement recently approved by the BOE for the City's Fire Chief which expires in 2016. Thus this agreement should expire likewise in 2016 NOT 2020.
3. How the protestant will be harmed by the proposed Board of Estimates' action:

Domestic Violence is a national problem and women have been victims in record numbers and the mere allegation serves as a warning signal for all to heed. If the voting members of this Board ignore these warnings it is tantamount to performing the illegal act in concert with the perpetrator, offending the sensibilities of this women in particular and delivering a true disservice and slap in the face of every women in Baltimore City.

5519 Belleville Ave  
Baltimore, MD 21207

4. The remedy I seek and respectfully request is that this action be withdrawn until the nominee provides clear and unambiguous responses addressing the public's concerns and more specifically my concerns as outlined in this protest, in which **I DO HAVE A CLEAR AND DIRECT INTEREST as a victim of domestic violence.**

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on September 12, 2012.

If you have any questions regarding this request, please telephone me at (410) 205-5114.

Sincerely,  
Kim Trueheart, Citizen & Resident

5519 Belleville Ave  
Baltimore, MD 21207

**MINUTES**

Fire Department - Grant Award Acceptance and City's Match

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from the Federal Emergency Management Agency (FEMA) and approve the City's Share. The period of the grant is July 20, 2012 through July 19, 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$307,952.00 - 4000-417513-2132-226300-404001 (Federal)  
76,987.00 - 1001-000000-2132-228200-600000 (City Share)  
**\$384,939.00**

**BACKGROUND/EXPLANATION:**

The project cost of \$384,939.00 includes a federal share of (80%) of \$307,952.00 and a city match of (20%) of \$76,987.00. This is a federal grant administered through the FEMA.

This grant will allow for salary and fringe costs of one Fire Inspector to liaison with the Children ARE Safe Program team (CARES), for the purchase of 500 10-year Lithium Smoke alarms, and the total cost of a subcontract to Johns Hopkins Center for Injury Research and Policy to staff CARES, develop educational protocols and run safety center.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the grant award from the Federal Emergency Management Agency and approve the City's Share. The President **ABSTAINED**.

**MINUTES**

Mayor's Office of Government Relations - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Van Scoyoc Associates, Inc. The period of the agreement is effective upon Board approval for two years.

**AMOUNT OF MONEY AND SOURCE:**

\$262,000.00 - 1001-000000-1220-145900-603021

**BACKGROUND/EXPLANATION:**

Van Scoyoc Associates, Inc. will provide Federal advocacy services to Baltimore City. Van Scoyoc Associates, Inc. will assist the City in enhancing its position in a broad range of matters before the Federal government including, but not limited to tax issues, federal funding appropriations, urban affairs, education reform, municipal finance, infrastructure, transportation, housing, public health, and public safety.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**(FILE NO. 56063)**

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

**MINUTES****EXTRA WORK ORDERS AND TRANSFERS OF FUNDS**

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

3665 - 3667

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfers of Funds was approved

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

The President **ABSTAINED** on item nos. 6-9.

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

- |  |               |              |      |
|--|---------------|--------------|------|
| 1. EWO #004, \$ 0.00 - TR 09302, Construction of Traffic<br>Signals Citywide - JOC |               |              |      |
| \$ 3,372,645.00  | \$ 314,604.57 | Midasco, LLC | 60 - |

This extra work order provides authorization for a 60-day non-compensable time extension, as a result of the long lead time for ordering signal poles. The signal poles were ordered in May 2012 and expected to be delivered in late August. The additional time will be used to install the signal poles once received. The original contract completion date is August 27, 2012, the revised completion date is to October 27, 2012.

- |  |               |                                 |      |
|--|---------------|---------------------------------|------|
| 2. EWO #001, \$ 69.380.00 - TR 11311, Harbor Connector Water<br>Taxi Dock Improvements |               |                                 |      |
| \$ 904,970.00  | -             | McLean Contracting<br>Company   | 90 - |
| 3. EWO #002, \$ 0.00 - TR 10019, Hopkins Plaza Renovations                             |               |                                 |      |
| \$ 1,340,840.00  | \$ 170,170.00 | Bensky Construction<br>Co., LLC | 49 - |

This extra work order provides authorization for a 49-calendar day non-compensable time extension that was required because of an extended review to ensure the coordination and conformity of the granite and steel submittals to the intent of the design. The original completion date was September 01, 2012. The revised completion date is October 20, 2012.

## BOARD OF ESTIMATES

09/12/2012

## 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>

Department of Transportation

4. EWO #003, \$ 52,303.39 - TR 10319, York Road Rehabilitation form 43 <sup>rd</sup> Street to Glenwood Avenue				
\$ 2,783,413.10	(\$ 15,844.00)	P. Flanigan & Sons, Inc.	-	-

Bureau of Solid Waste

5. EWO #010, \$26,618.00 - SWC 12310, Quarantine Road & Millennium Landfills Comprehensive Erosion & Sediment Control Improvement				
\$ 3,877,777.00	\$ 1,651,233.26	American Infra- structure-MD, Inc.	0	90

Bureau of Water and Wastewater

6. EWO #024, \$ 0.00 - SC 829, Primary Settling Tanks Rehabilitation at the Back River Wastewater Treatment Plant				
\$ 9,720,000.00	\$ 1,922,475.75	Mid Eastern Builders, Inc.	35 CCD	75.83



**MINUTES**

Department of Transportation - FY 12-14 Schedule of Fees for  
Reconstruction of Alleys

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the proposed schedule of fees for FY12 - FY14 for reconstruction of alleys.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

Under Article 26, Subtitle 8 of the Baltimore City Code, owners whose property is abutting an alley are to pay a proportionate share of the costs of an alley's reconstruction relative to the property's linear footage abutting the alley. Recognizing that alleys serve both a public and private use (fire access, trash pick-up, etc.), the Baltimore City Code provides that property owners pay two-thirds of the costs of the alley's reconstruction while the City pays the remaining share. Current City practice is to charge only 50% of the cost of alley reconstruction. The fee for the reconstruction of an alley includes all contractor costs, the City's design, construction management, and administrative costs.

The average cost of alley reconstruction for fiscal years 2009 - 2011 was \$6.35 per square foot. The Department of Transportation projects an average increase in construction costs, City salaries/OPCs and other administrative costs to exceed 5% annually for the next three fiscal years.

## BOARD OF ESTIMATES

09/12/2012

## MINUTES

Department of Transportation - cont'd

As such, the Department of Transportation proposes the following fees:

	<u>For reference purposes only.</u>		<u>Proposed Charges</u>		
	<u>Current Charge</u>	<u>FY08-11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>
Average Cost	\$2.75	\$6.35	\$6.66	\$7.00	\$7.35
Property Owner Share	\$1.375	\$3.18	\$3.33	\$3.50	\$3.68

The new fees will be charged on any alley project where an estimate is provided to the property owner on or after the date of the Board's approval.

**(FILE NO. 57342)**

**A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.**

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

UPON MOTION duly made and seconded, the Board approved and authorized the proposed schedule of fees for FY12 - FY14 for reconstruction of alleys. The President voted **NO**.

## Kim A. Trueheart

September 11, 2012

Board of Estimates

Attn: Clerk

City Hall, Room 204

100 N. Holliday Street,

Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of a lack of vision, poor fiscal planning and management and a complete failure to provide transparent communications about priorities and outcomes by the Mayor of Baltimore City and the various Departments and Agencies under her leadership and direction.

The following details are provided to initiate this action as required by the Board of Estimates:

1. Whom you represent: Self
2. What the issues are:
  - a. Page 83, Department of Transportation - FY 12-14 Schedule of Fees for Reconstruction of Alleys, if approved:
    - i. Fails to provide the public an opportunity to comment on this outrageous fee increase of over 200% of the current charges paid by property owners;
    - ii. Is an affront to property owners who were bamboozled into believing the Mayor's anemic property tax cut would amount to actual out of pocket savings, when this proposed increase along with the 9% water/sewer rate increase negate any savings homeowners anticipated realizing.
3. How the protestant will be harmed by the proposed Board of Estimates' action: The mere thought of paying higher fees for the abysmal quality of services being provided by City agencies offends me. The continued mismanagement of major projects by City agencies is disgracefully wasteful and any new revenue will only continue to be wasted. A complete top to bottom business process reengineering initiative must precede the approval of any new funding directed to these inextricably broken agencies.
4. The remedy I seek and respectfully request is that this action be delayed until this agency provides greater public transparency into measureable business process outcomes.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on September 12, 2012.

If you have any questions regarding this request, please telephone me at (410) 205-5114.

Sincerely,

Kim Trueheart, Citizen & Resident

5519 Belleville Ave  
Baltimore, MD 21207

**MINUTES**

Department of Planning - Cost Share Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a cost share agreement with the USDA, Forest Service Northern Research Station. The period of the agreement is effective upon Board approval through September 15, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$ 50,000.00	- Federal cost share to be applied to budget account 5000-518413-1875-187400-600000
4,000.00	- Federal non-share that is offset by staff participation
71,000.00	- DoP's non-cash share that is offset by staff participation
<u>\$125,000.00</u>	

**BACKGROUND/EXPLANATION:**

This project will support the creation of a Green Toolbox document for use by City agencies, non-government organizations, community groups, schools, businesses and individual residents to promote the understanding and implementation of green infrastructure practices throughout the City.

This document will include visioning tools, guidelines and site selection criteria for a full range of green infrastructure practices and techniques, including green storm water infrastructure, community-managed open spaces and gardens, urban agriculture, public open spaces and urban forestry.

The creation of this document will engage a diverse set of experts. City agencies and community partners in developing and

**MINUTES**

Department of Planning - cont'd

testing it and will collect success stories of its use to be released in subsequent editions.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the cost share agreement with the USDA, Forest Service Northern Research Station.

## 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:

3673 - 3677

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

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

The President **ABSTAINED** on items no. 3-6.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation and Parks

1. RP 12806, Community Allied Contractors, \$963,100.00  
 Playlot Project Inc.  
 2011

**MBE:** Priority Construction \$ 58,000.00 6.02%  
 Inc.

**WBE:** William T. King, Inc. \$ 10,025.00 1.04%

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$360,000.00 State	9938-904783-9475 Reserve - Community Park & Playgrounds FY 12	
507,500.00 State	9938-908808-9475 Reserve - Community Park & Playgrounds FY 11	
102,500.00 State	9938-902811-9475 Reserve - Rec. & Parks 25 <sup>th</sup> Series Park Master Plan Implementation	
<u>\$970,000.00</u>		
\$360,000.00	-----	9938-905783-9474 Active - Community Park & Playground FY 12

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Water and Wastewater

610,000.00	-----	9938-907808-9474
<u>\$970,000.00</u>		Active - Community Park & Playground FY 11

This transfer will provide funds to cover the costs associated with the award of the Community Playlot Project, Contract RP 12806 to Allied Contractors, Inc.

3.	SC 863, Parking Lots and Other Outdoor Improve- ments to the Administration Building at the Back River WWTP	Whiting Turner Contracting Co., Inc.	\$762,000.00
----	---	---	--------------

<b>MBE:</b>	Priority Construction Corporation	\$145,000.00	19.01%
	Native Sons, Ltd.	<u>65,000.00</u>	<u>8.52%</u>
		<b>\$210,000.00</b>	<b>27.53%</b>
<b>WBE:</b>	William King, Inc.	\$ 13,025.00	1.71%
	Haines Industries	3,830.00	.50%
	Tilt Up Constr. Inc.	<u>22,000.00</u>	<u>2.88%</u>
		<b>\$ 38,855.00</b>	<b>5.09%</b>

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water and Wastewater

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 503,514.00	9956-904533-9551-2	
Counties	Constr. Reserve	
	Annual Facilities	
	Improvements	
503,514.00	" "	
Wastewater		
Revenue Bonds		
<b>\$1,007,028.00</b>		
\$ 76,290.00	-----	9956-904532-9551-2
		Extra Work
76,290.00	-----	9956-904532-9551-3
		Design
45,774.00	-----	9956-904532-9551-5
		Inspection
762,900.00	-----	9956-904532-9551-6
		Construction
45,774.00	-----	9956-904532-9551-9
<b>\$1,007,028.00</b>		Administrative

The funds are required so that the consultant can develop a work plan for SC 863, Parking Lot and Other Outdoor Improvements for the Administration Building at the Back River Wastewater Treatment Plant.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water and Wastewater

5. SC 888, McComas Street Pumping Station and Force Main Upgrade                      CCP Construction Co., Inc.                      \$2,490,000.00

**MBE:** Arriba Mechanical, Inc.                      \$304,000.00                      12.21%

**WBE:** Sunrise Safety Services, Inc.                      \$102,000.00                      4.10%

6. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$2,200,000.00	9956-904752-9549	
Wastewater	Constr. Reserve	
Revenue Bonds	McComas St. PS	
	Force Main	
	Improvements	
1,086,800.00	9956-906526-9549	
Wastewater	Constr. Reserve	
<u>Revenue Bonds</u>	Back River Digesters	
<b>\$3,286,800.00</b>		
\$ 249,000.00	-----	9956-905752-9551-2
		Extra Work
249,000.00	-----	9956-905752-9551-3
		Engineering
149,400.00	-----	9956-905752-9551-5
		Inspection

BOARD OF ESTIMATES

09/12/2012

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Water and Wastewater

2,490,000.00	-----	9956-905752-9551-6 Construction
<u>149,400.00</u>	-----	9956-905752-9551-9 Administration
<b>\$3,286,800.00</b>		

The funds are needed to cover the costs of Award for SC 888, McComas Street Station and Force Main Improvements.

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

The Board is requested to approve and authorize execution of a lease agreement with Thomasino's Pizza, Subs, and Pasta, LLC, tenant, for the rental of a portion of the property known as the Hollywood Diner (Diner), located at 400 East Saratoga Street, consisting of approximately 852 square feet. The period of the agreement is effective upon Board approval for 18-months, with one 1-year renewal option.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$12,780.00	\$710.00

**BACKGROUND/EXPLANATION:**

On March 30, 2012, the Department of Real Estate advertised a Request for Proposal (RFP) for the operation of the Diner. Two proposals were received and Thomasino's Pizza, Subs, and Pasta, LLC was selected to lease and operate the Hollywood Diner.

The tenant will be responsible for all routine maintenance and capital improvements of the Diner, the lawn, sidewalks, and adjacent parking lots, heating-ventilation-air conditioning (HVAC), utilities, and dumpster area during the term of the lease agreement.

The tenant will also be responsible for any interior and/or exterior improvements to the Diner, including but not limited to signage, painting, industrial cleaning, trash removal, and security during the term of the lease agreement.

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

The tenant will accept all equipment that currently exists in the Diner in "as is" condition and will be solely responsible for any maintenance or repair to the equipment. Any additional equipment or supplies needed to run and operate the Diner will be the sole responsibility of the tenant.

The tenant will also provide a specialized educational program for students with an emphasis on food services, business, and marketing.

A report will be provided to the Board of Estimates within six months on the financials; the revenue that has been generated by Thomasino's as well as any capital improvements that are needed or performed to date, a status of the workforce training and a review of land use issues for that particular site.

The Space Committee approved this lease at its meeting of July 23, 2012.

**(FILE NO. 54939)**

**A PROTEST HAS BEEN RECEIVED FROM MS. KIM TRUEHEART.**

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with Thomasino's Pizza, Subs, and Pasta, LLC, for the rental of a portion of the property known as the Hollywood Diner, located at 400 East Saratoga Street.

# Kim A. Trueheart

September 11, 2012

Board of Estimates  
Attn: Clerk  
City Hall, Room 204  
100 N. Holliday Street,  
Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest of the item described below from this week's Board of Estimates agenda and my request for information under the Maryland Public Information Act, State Government Article §§10-611 to 628.

The following details are provided to initiate this action as required by the Board of Estimates and I fully understand that the details in paragraphs 1-4 are NOT required by the Maryland Public Information Act:

1. Whom you represent: Self
2. What the issues are:
  - a. Page 91, Space Utilization Committee – Lease Agreement, if NOT approved:
    - i. The Department of Real Estate must be commended for its creativity and vision with their proposal of this very unique lease agreement which requires the tenant to provide positive youth development opportunities to our underserved youth population.
      1. Please provide access to the details of the “specialized educational program” planned to be offered in this agreement.
      2. Please provide the name and contact information for the government representative responsible for the management and administration of this specialized educational program.
      3. Please provide access to the program cost data associated with this “specialized educational program”.
      4. Will the annual rent from this lease agreement be used to partially/fully fund the cost of this “specialized educational program”?
        - a. If the rent from this lease is being proposed to fund this “specialized educational program” will a unique or special BOE/City Council authorization be required to divert the rent from the general fund?
3. How the protestant will be harmed by the proposed Board of Estimates' action: The creative and innovative foresight demonstrated in this lease agreement is rare in Baltimore City Government. This rarity in my home town government serves to highlight a great void which can certainly be overcome when leadership is focused on serving the needs of its constituents, especially those who are chronically underserved. I fear that this creativity will be thwarted by

5519 Belleville Ave  
Baltimore, MD 21207

the political agenda of the Baltimore Poli-Trickians who dominate my home town government, which will ultimately hurt me and all my fellow underserved citizens.

4. Remedy I desire: This agreement should be unanimously approved by this Board and this lease agreement be codified and embraced as a model of innovative business reengineering and promoted throughout my home town government.

If all or any part of this request is denied, I request that I be provided with a written statement of the grounds for the denial. If you determine that some portions of the requested records are exempt from disclosure, please provide me with the portions that can be disclosed.

I also anticipate that I will want copies of some or all of the records sought. Therefore, please advise me as to the cost, if any, for obtaining a copy of the records and the total cost, if any, for all the records described above. If you have adopted a fee schedule for obtaining copies of records and other rules or regulations implementing the Act, please send me a copy. Electronic copies are acceptable.

I look forward to reviewing disclosable records promptly and, in any event, to a decision about all of the requested records within 30 days. Thank you for your cooperation.

If you have any questions regarding this request, please telephone me at (410) 205-5114.

Sincerely,  
Kim Trueheart, Citizen

5519 Belleville Ave  
Baltimore, MD 21207

**MINUTES**

Department of Real Estate - Agreement of Sale

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the agreement of sale with Mr. Abdoul-Aziz Housseini, purchaser, for the sale of the property known as 1306 W. Lombard Street (Block 0232, Lot 041).

**AMOUNT OF MONEY AND SOURCE:**

\$500.00 - Purchase price

**BACKGROUND/EXPLANATION:**

The authority to sell the property located at 1306 W. Lombard Street (Block 0232, Lot 041) was approved by City Council Ordinance No. 477 on December 6, 1973. The property will be sold under the City's Side Yard Policy approved by the Board on August 17, 2011. The purchaser will be using private funds to pay for the acquisition and maintenance of the property.

In accordance with the City's Side Yard Policy, the City has agreed to convey the property known as 1306 W. Lombard Street (Block 0232, Lot 041), to the owner of the adjacent owner-occupied property. As a condition of the conveyance, Mr. Housseini has agreed to the terms of the agreement of sale, which prohibits development of the parcel for a minimum of ten years.

**(FILE NO. 57242)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement of sale with Mr. Abdoul-Aziz Housseini, purchaser, for the sale of the property known as 1306 W. Lombard Street (Block 0232, Lot 041).

**MINUTES**

Bureau of Water and Wastewater - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve task assignment no. 013, to Transviron, Inc., under Project 1095T, (SC 930) Clinton Street Force Main Replacement. The current agreement will expire February 2013. The period of this task is seven months.

**AMOUNT OF MONEY AND SOURCE:**

\$154,289.00 - 9956-908340-9551-900020-703032

**BACKGROUND/EXPLANATION:**

The Clinton Street Force Main, located along Clinton just south of Boston Street is in need of replacement due to pipe deterioration which has resulted in frequent pipe breaks.

Under this task, the consultant will provide engineering services that will include alignment study, locate existing underground utilities, provide topographic survey, and design a new force main that will run from Mertens Avenue to existing manhole on Holabird Avenue. The consultant will design and prepare contract documents including plans, specifications, and cost estimate.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

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

## MINUTES

Bureau of Water & Wastewater - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$250,000.00	9956-905533-9549	
Wastewater	Construction Reserve	
Revenue Bonds	Annual Facilities	
	Improvements	
\$155,032.00	-----	9956-908340-9551-3
		Design
94,968.00	-----	9956-908340-9551-9
<u>\$250,000.00</u>		Administration

This transfer will provide funds to cover costs associated with Task 013, Project 1095T, (SC 930) Design of Clinton Street Force Main Replacement.

UPON MOTION duly made and seconded, the Board approved task assignment no. 013, to Transviron, Inc., under Project 1095T, (SC 930) Clinton Street Force Main Replacement. The transfer of funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provision of the City Charter. The President **ABSTAINED**.

**MINUTES**

Bureau of Water & Wastewater - Annual Payment of Tipping Fees  
for Sludge Drying Services

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the payments to Synagro Technologies (Synagro), by Expenditure Authorization, for tipping fees for Sludge Drying Services provided to the Back River and Patapsco Wastewater Treatment Plants. The period for the payment to Synagro is from June 13, 2012 through June 12, 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$ 3,295,980.00	- 2070-000000-5501-630065-603053
	Base Tipping Fee
8,012,710.00	- 2070-000000-5501-630064-603053
	Service Tipping Fee
3,199,188.00	- 2070-000000-5501-396865-603053
	Base Tipping Fee
<u>8,185,618.00</u>	- 2070-000000-5501-396864-603053
	Service Tipping Fee
<b>\$22,693,496.00</b>	

**BACKGROUND/EXPLANATION:**

This Board approved private financing arrangements for the development of the sludge drying facilities at the Back River and Patapsco Wastewater Treatment Plants in 1991 and 1994, respectively. The Maryland Energy Administration (MEA) issued exempt bonds in June 1996, to refinance the projects, which reduced the debt service components of the tipping fees set forth in the service agreements.

The Service Agreements with Synagro provide that the City will pay tipping fees in exchange for Synagro accepting delivery of sludge and treating it at the Plants. The tipping fees provide payments for the MEA bonds, which are not obligations of the City nor of the Wastewater Utility. Tipping fees are payable solely from Wastewater Utility Revenues as operating expenses of the wastewater treatment plants.

**MINUTES**Bureau of Water & Wastewater - cont'd

The Back River Service Agreement ends in November 2014. The Patapsco Service Agreement ends in December 2016. The 1996 MEA Bonds will be retired on or before June 1, 2016.

The base tipping fees for the plants include all costs and fees relating to the design, bond financing, development, construction, equipping, testing, and start-up of the plants. The service tipping fees for the plants are intended to compensate Synagro for the operation and maintenance costs of the plants and pay a profit controlled by the service agreements. The service agreements provide for adjustments in the tipping fees based on the characteristics of the sludge delivered, energy prices, and an escalation factor to account for inflation as measured by the Consumer Price Index.

The obligation of the City to pay the base tipping fees and service tipping fees is absolute and unconditional. It is not subject to diminution by reason of set-off, abatement, counterclaim or otherwise, provided that Synagro is either disposing of the sludge delivered by the City or is ready, willing, and able to dispose of sludge that the City actually delivers to the plants regardless of the manner or the amount.

Synagro is not accepting sludge at the plants from any sources other than the City. The service agreements do not bar Synagro from accepting sludge from facilities other than the Patapsco and Back River Wastewater Treatment Plants. The Service agreements do not include any clauses requiring reimbursement to the City if such sludge from non-City facilities is processed. Questions on this matter have been referred to the Law Department.

An annual approval is required from the Board to make payments of the tipping fees. With this approval by the Board, the Wastewater Utility will pay for services provided by Synagro from June 13, 2012 through June 12, 2013.

**APPROVED FOR FUNDS BY FINANCE**

**A PROTEST WAS RECEIVED FROM THE MARYLAND MINORITY CONTRACTORS ASSOCIATION.**

## MINUTES

Bureau of Water & Wastewater - cont'd

Deputy Comptroller: "The Board received a protest from the Maryland Minority Contractors Association. The protest for Pages 106-108 (of this Agenda) will not be heard by the Board of Estimates because the initial contracts were entered into 20 years ago. Each of the respective contracts will be expiring. Back River's contract will expire in the year 2014 and the Patapsco agreement will expire in the year 2016."

City Solicitor: "2017."

Deputy Comptroller: "2017."

City Solicitor: "Yes."

Deputy Comptroller: "I am sorry, 2017, I've been corrected. At which time each of those will be competitively bid."

UPON MOTION duly made and seconded, the Board approved and authorized the payments to Synagro Technologies, by Expenditure Authorization, for tipping fees for Sludge Drying Services provided to the Back River and Patapsco Wastewater Treatment Plants. The President **ABSTAINED**.

**(FILE NO. 54978A)**

**MMCA- Maryland Minority Contractors Association, Inc.**

A Chapter of the American Minority Contractors and Businesses Association, Inc.-AMCBA

Baltimore, Maryland 21210

443-413-3011 Phone

410-323-0932 Fax

September 11, 2012

Via Facsimile 410-685-4416

The Honorable President and Members

Baltimore City Board of Estimates

City Hall-Room 204

Baltimore, MD 21202

ATTN: Ms. Bernice Taylor, Clerk to the Board

Dear Mr. President:

I represent the Maryland Minority Contractors Association, Inc. ("MMCA"), its members, clients and constituents. I wish to protest the following listed proposed contracts contained in Your Honorable Board's 9-12-2012 public meeting agenda.

- (1) The proposed \$1,500,000.00 Home Loan to O'Donnell Heights I Association, LP, on pages 51-57. Our protest is based on the fact that applicable federal grant procurement law and regulations require that the general contractor's contract for this project be competitively bid, and this contract was not competitively bid.
- (2) The proposed ratification and term purchase order with Baltimore Gas and Electric Company, on pages 80-81. Our protest is based on the fact that the proposed contract violates the City's "mandatory" competitive bidding charter provision, found in Article VI, Section 11 et seq.
- (3) The proposed annual payment of tipping fees to Synagro Technologies (Synagro), by expenditure Authorization, for sludge drying services provided to the City's Back River and Patapsco Wastewater Treatment Plants. Our protest is based upon the fact that the proposed agreement violates the City's "mandatory" competitive bidding charter provision found in Article VI, Section 11 et seq., of the City's governing charter, as well as the City's M/WBE Ordinance.

Thank you for your kind and favorable consideration of these protests.

Respectfully submitted,



Arnold M. Jolivet  
Managing Director

**MINUTES**

Mayor's Office - Employee Expense Report

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense report for the following employee.

1. **LaTANYA CARR** **\$ 56.61**

Account: 4000-000000-6051-452250-603003  
May 2012 - Mileage

The employee neglected to submit the expense statement and was unable to complete the form in time to stay within the guidelines set forth in AM-240-11.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the expense report for the above employee. The Mayor **ABSTAINED**.

BOARD OF ESTIMATES

09/12/2012

**MINUTES**

Bureau of the Budget and - Supplementary General Fund  
Management Research      Capital Appropriation

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the supplementary general fund capital appropriation to the Department of Transportation (Account No. 9950-901069-9512) to provide funding for additional capital projects from the Fiscal 2012 fund balance.

**AMOUNT OF MONEY AND SOURCE:**

\$4,200,000.00 - Fiscal 2012 Fund Balance

**BACKGROUND/EXPLANATION:**

The City realized greater than anticipated revenues from Speed Cameras in Fiscal 2012. This additional revenue could not have been anticipated when the Ordinance of Estimates for Fiscal Year 2013 was formulated. This supplementary appropriation provides funding for additional traffic calming projects for the purpose of improving traffic safety. These revenues were in the Motor Vehicle Fund in Fiscal 2012. In Fiscal 2013, the Motor Vehicle Fund was merged with the General Fund.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE****A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.**

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

**MINUTES**

Bureau of the Budget and - cont'd  
Management Research

UPON MOTION duly made and seconded, the Board approved the supplementary general fund capital appropriation to the Department of Transportation (Account No. 9950-901069-9512) to provide funding for additional capital projects from the Fiscal 2012 fund balance. The President **ABSTAINED**.

# Kim A. Trueheart

September 11, 2012

Board of Estimates  
Attn: Clerk  
City Hall, Room 204  
100 N. Holliday Street,  
Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest of the item described below from this week's Board of Estimates agenda and my request for information under the Maryland Public Information Act, State Government Article §§10-611 to 628.

The following details are provided to initiate this action as required by the Board of Estimates and I fully understand that the details in paragraphs 1-4 are NOT required by the Maryland Public Information Act:

1. Whom you represent: Self
2. What the issues are:
  - a. Page 100, Bureau of the Budget and Management Research – Supplementary General Fund Capital Appropriation, if approved:
    - i. This action does NOT state whether the total amount of the unanticipated is equal to this supplementary appropriation.
      - a. Please provide the total amount of the unanticipated Speed Camera revenue.
      - b. If the amount exceeds \$4.2M please provide the general public knowledge of the anticipated use for this remaining revenue.
3. How the protestant will be harmed by the proposed Board of Estimates' action: The continued mismanagement of major projects by City agencies is disgracefully wasteful and any new revenue will only continue to be wasted. A complete top to bottom business process reengineering initiative must precede the approval of any new funding directed to these inextricably broken agencies. As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden could be exacerbated by the appropriation of scarce funds to an agency with questionable business management and administrative practices.
4. Remedy I desire: The remedy I seek and respectfully request is that this action be delayed until this agency provides greater public transparency into measureable business process outcomes.

5519 Belleville Ave  
Baltimore, MD 21207

If all or any part of this request is denied, I request that I be provided with a written statement of the grounds for the denial. If you determine that some portions of the requested records are exempt from disclosure, please provide me with the portions that can be disclosed.

I also anticipate that I will want copies of some or all of the records sought. Therefore, please advise me as to the cost, if any, for obtaining a copy of the records and the total cost, if any, for all the records described above. If you have adopted a fee schedule for obtaining copies of records and other rules or regulations implementing the Act, please send me a copy. Electronic copies are acceptable.

I look forward to reviewing disclosable records promptly and, in any event, to a decision about all of the requested records within 30 days. Thank you for your cooperation.

If you have any questions regarding this request, please telephone me at (410) 205-5114.

Sincerely,  
Kim Trueheart, Citizen

5519 Belleville Ave  
Baltimore, MD 21207

BOARD OF ESTIMATES

09/12/2012

**MINUTES**

Bureau of the Budget and - Supplementary General Fund  
Management Research      Capital Appropriation

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the supplementary general fund capital appropriation to the Department of Transportation (Account No. 9950-903550-9609) to provide funding for additional capital projects from the Fiscal 2012 fund balance.

**AMOUNT OF MONEY AND SOURCE:**

\$7,200,000.00 - Fiscal 2012 Fund Balance

**BACKGROUND/EXPLANATION:**

The City realized greater than anticipated revenues from Highway User Revenue in Fiscal 2012. This additional revenue could not have been anticipated when the Ordinance of Estimates for Fiscal Year 2013 was formulated. This supplementary appropriation provides funding for additional neighborhood street resurfacing, facility replacement and project planning and design within the usage restrictions for Highway User Revenue. These revenues were in the Motor Vehicle Fund in Fiscal 2012. In Fiscal 2013, the Motor Vehicle Fund was merged with the General Fund.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE****A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.**

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest

**MINUTES**

Bureau of the Budget and - cont'd  
Management Research

that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

UPON MOTION duly made and seconded, the Board approved the supplementary general fund capital appropriation to the Department of Transportation (Account No. 9950-903550-9609) to provide funding for additional capital projects from the Fiscal 2012 fund balance. The President **ABSTAINED**.

**MINUTES**

Department of Finance - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the United Way of Central Maryland, Inc. The period of the agreement is effective upon Board approval through November 30, 2014, the date of completion of the final audit and accounting for Campaign Year 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$271,638.00

**BACKGROUND/EXPLANATION:**

On December 12, 2007, the Board approved and authorized the Department of Finance to negotiate annually with the United Way to continue serving as the operating agency of the Combined Charity Campaign for Baltimore City (Campaign). The Department of Finance requests approval of this agreement for United Way to manage the 2012 Campaign.

**MBE/WBE PARTICIPATION:**

**MWBBO SET GOALS OF 7% MBE AND 3% WBE.**

**MWBOO FOUND VENDOR IN COMPLIANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the United Way of Central Maryland, Inc.

# Kim A. Trueheart

September 11, 2012

Board of Estimates  
Attn: Clerk  
City Hall, Room 204  
100 N. Holliday Street,  
Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest of the item described below from this week's Board of Estimates agenda and my request for information under the Maryland Public Information Act, State Government Article §§10-611 to 628.

The following details are provided to initiate this action as required by the Board of Estimates and I fully understand that the details in paragraphs 1-4 are NOT required by the Maryland Public Information Act:

1. Whom you represent: Self
2. What the issues are:
  - a. Page 101, Bureau of the Budget and Management Research – Supplementary General Fund Capital Appropriation, if approved:
    - i. The background/explanation implies that “usage restrictions” for HUR precludes its appropriation for purposes other than Transportation. This misleading statement is evidenced by the allocation in the FY2013 of HUR for Transportation, Public Works, Recreation and Parks, Police, Debt Service and Capital Budget Projects.
    - ii. This action does NOT state whether the total amount of the unanticipated is equal to this supplementary appropriation.
      - a. Please provide the total amount of the unanticipated HUR received by Baltimore City.
      - b. If the amount exceeds \$7.2M please provide the general public knowledge of the anticipated use for this remaining revenue.
3. How the protestant will be harmed by the proposed Board of Estimates' action: The continued mismanagement of major projects by City agencies is disgracefully wasteful and any new revenue will only continue to be wasted. A complete top to bottom business process reengineering initiative must precede the approval of any new funding directed to these inextricably broken agencies. As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden could be exacerbated by the appropriation of scarce funds to an agency with questionable business management and administrative practices.

5519 Belleville Ave  
Baltimore, MD 21207

4. Remedy I desire: The remedy I seek and respectfully request is that this action be delayed until this agency provides greater public transparency into measureable business process outcomes.

If all or any part of this request is denied, I request that I be provided with a written statement of the grounds for the denial. If you determine that some portions of the requested records are exempt from disclosure, please provide me with the portions that can be disclosed.

I also anticipate that I will want copies of some or all of the records sought. Therefore, please advise me as to the cost, if any, for obtaining a copy of the records and the total cost, if any, for all the records described above. If you have adopted a fee schedule for obtaining copies of records and other rules or regulations implementing the Act, please send me a copy. Electronic copies are acceptable.

I look forward to reviewing disclosable records promptly and, in any event, to a decision about all of the requested records within 30 days. Thank you for your cooperation.

If you have any questions regarding this request, please telephone me at (410) 205-5114.

Sincerely,  
Kim Trueheart, Citizen

5519 Belleville Ave  
Baltimore, MD 21207

MINUTES

Department of Human Resources - Personnel Matter

The Board is requested to approve the following personnel matter.

Health Department

1.	<b>LORENA YANEZ</b>	\$14.56	<b>\$22,422.40</b>
	Accounts: 4000-422813-3080-294200-601009		\$ 8,968.86
	4000-498913-3080-603000-601009		\$13,453.54

Ms. Yanez will work as an Interpreter/Translator for the Maternal and Infant Care (M&I) and Baltimore Infants and Toddlers (BITP) Programs. Her duties will include but not be limited to acting as a liaison between providers and clients, conducting phone calls for the service provider staff to non-English speaking clients, scheduling appointments, and translating program forms and documents. She will represent Maternal and Infant Care and the Baltimore Infants and Toddlers Programs at community meetings, health fairs, and events related to the City's Spanish speaking population. Ms. Yanez will work 14 hours per week at M&I and 21 hours per week at BITP. The period of the agreement is effective upon Board through June 30, 2013.

**THE PERSONNEL MATTER HAS BEEN APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.**

UPON MOTION duly made and seconded, the Board approved the above personnel matter.

## MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Communication Services</u>			
1. Simon Etta	USAC 2012 E-Rate Training Atlanta, GA Sept. 18, 2012	Internal Service Fund	\$ 773.00

Department of Water and WastewaterRatification and Reimbursement

2. Art Shapiro \$1,147.86

The Board is requested to ratify and approve a reimbursement to Mr. Art Shapiro for travel expenses incurred while attending the 2012 Cityworks Conference on June 25-29, 2012 in Park City, Utah.

The reimbursement request is for airfare in the amount of \$513.60, transportation in the amount of \$60.00, subsistence in the amount of \$495.00, and hotel fees & tax in the amount of \$79.26 for a total of \$1,147.86. The allowed subsistence rate for this location at the time of travel was \$165.00 per day.

This request was not submitted prior to travel because the initial paperwork, submitted on April 30, 2012 was returned for correction on the financial information, and the administrative employee responsible for the timely submission failed to submit the correct paperwork.

## MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Police Department</u>			
3. Jesse R. Rosser	Polygraph Training Course Annville, PA Sept. 24 - 26, 2012	General Funds	\$ 0.00
4. Matthew S. Johnson	Police Suicide Awareness Training Jacksonville, FL Sept. 24 - 26, 2012	JAG Recovery Interest Grant	\$ 0.00
5. Khamla Soukaseum Antoine M. Williams	Law Enforcement Fitness Specialist Course Dallas, TX Sept. 16-21, 2012	Asset Forfeiture Funds	\$4,256.40
6. Brandon E. Echevarria Jessica L. Armstrong Erica N. Sallman Rahim I. William	2012 National Conf. for Victim of Crime New Orleans, LA Sept. 18-21, 2012	Maryland Reimbursement Acct.	\$5,618.80
7. Bryant X. Fair Robert L. Himes	Gang Specialist Certification Virginia Beach, VA Oct. 22 - 26, 2012 (Reg. \$455.00 ea.)	Gang Elim. Task Force	\$2,070.00

## MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of General Services</u>			
8. Theodore Atwood Marwan Alkarajat Kenneth Altrell Rajeshri Bachubhay	EnergySMART Conference 2012 Boston, MA Sept. 30 - Oct. 3, 2012 (Reg. Fee \$400.00 each)	DOE Energy Efficiency and Conser- vationBlock Grant	\$7,541.84
<u>Health Department</u>			
9. Sandra Haskett	Nurse Family Partnership Supervisor Training Denver, CO Oct. 2-4, 2012	DHMH Home Visiting Grant	\$1,316.11
<p>The subsistence for this location is \$215.00/night. The employee is returning on October 5, 2012 because she could not book a return flight until after the training which ended late on October 4. The airfare, in the amount of \$307.60, was charged to a procurement card issued to Ms. Jacqueline Duval Harvey. The disbursement to Ms. Haskett will be in the amount of \$1,008.51.</p>			
10. Michelle Muhammad	Managing Federal Grants Washington, DC Sept. 17-19, 2012 (Reg. \$849.00)	Ryan White Part A	\$1,028.25

The subsistence for this location is \$297.00/night. The Department is requesting \$40.00/day for meals. The registration was paid by Expenditure Authorization.

**MINUTES**Mayor's Office**TRAVEL APPROVALS AND REIMBURSEMENTS**

11. Barbara Bartels

**APPROVAL**

Acelero Learning	Federal	\$1,040.42
Head Start	Head	
Summer Institute	Start	
New York, NY		
July 17 - 19, 2012		

**REIMBURSEMENT:**

The subsistence for this location is \$287.00/night. On July 17 - 19, 2012, Ms. Bartels attended the Acelero Learning Head Start Institute. The Department is requesting reimbursement in the following amounts:

Transportation:	\$ 98.00
Subsistence:	120.65
Hotel:	821.77
	<u>\$1,040.42</u>

12. Christina Schweon

**APPROVAL**

Acelero Learning	Federal	\$1,037.94
Head Start	Head	
Summer Institute	Start	
New York, NY		
July 17 - 19, 2012		

**REIMBURSEMENT**

The subsistence for this location is \$287.00/night. On July 17 - 19, 2012, Ms. Schweon attended the Acelero Learning Head Start Summer Institute. The Department is requesting reimbursement in the following amounts:

**MINUTES**Mayor's Office**REIMBURSEMENT** - cont'd

Travel:	\$	172.00
Transportation:		78.00
(Parking)		
Subsistence:		103.00
Hotel:		684.07
		<u>\$1,037.94</u>

13. Donna Clayton

**APPROVAL**

Acelero Learning	Federal	\$1,045.80
Head Start	Head	
Summer Institute	Start	
New York NY		
July 17 - 19, 2012		

**REIMBURSEMENT**

The subsistence for this location is \$287.00/night. On July 17 - 19, 2012, Ms. Clayton attended the Acelero Learning Head Start Summer Institute. The Department is requesting reimbursement in the following amounts:

Travel:	\$	247.65
(Vehicle)		
Subsistence:		244.37
Hotel:		553.78
		<u>\$1,045.80</u>

The travel approvals and reimbursements items nos. 11-13 were not submitted prior to the travel dates because the employees were unfamiliar with travel procedure and mistakenly submitted the out-of-town travel on an employee expense report. The administrative employee responsible for the timely submission failed to resubmit the corrected paperwork. The issue has been addressed to prevent this from reoccurring.

**MINUTES****TRAVEL APPROVALS AND REIMBURSEMENTS**

UPON MOTION duly made and seconded, the Board approved the travel requests, travel approvals and travel reimbursements. The Mayor **ABSTAINED** on item nos. 11-13. The president **ABSTAINED** on item no. 2 and item nos. 11 - 13.

**MINUTES****PROPOSAL AND SPECIFICATIONS**

1. Department of Transportation - TR 10311R, Historic Preservation and Traffic Improvements along Liberty Heights Avenue in Druid Hill Park in Baltimore City  
**BIDS TO BE RECV'D: 10/17/2012**  
**BIDS TO BE OPENED: 10/17/2012**
  
2. Department of Transportation - TR 10314, Parcel D, Inner Harbor East Improvements, Phase III  
**BIDS TO BE RECV'D: 10/17/2012**  
**BIDS TO BE OPENED: 10/17/2012**

There being no objections, the Board, UPON MOTION duly made and seconded, approved the above-listed Proposals and Specifications to be advertised for receipt and opening of bids on the dates indicated.

**MINUTES**

Department of Finance - Amendment to Capital Grants  
Projects Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to capital grants projects grant agreement with the State of Maryland, acting through the Board of Public Works. The amendment to capital grants projects grant agreement extends the period of the agreement through December 01, 2012.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

Chapter 715 Acts of the 2001 Laws of Maryland authorizes the creation of a State debt in the amount of \$500,000.00, for the redevelopment of 2101 East Biddle Street.

Since the parties entered into the 2001 agreement, the General Assembly has adopted legislation that modifies the Enabling Act, and which can be found in Chapter 094, Acts of 2002; Chapter 707 Acts of 2009; and, Chapter 396 Acts of 2011 to modify the purpose of the grant to include preserving, stabilizing, maintaining and preparing the property located at 2101 East Biddle Street in Baltimore for Future development opportunities in accordance with recommendations offered in prior design and planning studies for the property and to extend the term of the grant to December 01, 2012. All other terms and conditions remain in full effect.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to capital grants projects grant agreement with the State of Maryland, acting through the Board of Public Works.

## MINUTES

ANNOUNCEMENT

President: "Madam Mayor."

Mayor: "Thank you very much Mr. President. Today based on reports that the statements CSX have identified a location for a new Inter-Motor Rail Facility in Baltimore. This is great news for the Port of Baltimore and for the City. In recent years the Port has experienced new growth and with the expansion of the Panama Canal we can expect that there will be more but only if we act now as a new Rail Auto Motor Facility will help Baltimore keep and grow jobs while securing our ports future economic growth for the next generation. This announcement represents a significant investment in Baltimore and we look forward to working with the State and CSX to thoroughly review this proposal. Thank you very much Mr. President."

President: "Thank you Madam Mayor."

\* \* \* \* \*

There being no more business before the Board, the meeting will recess until bid opening at twelve noon.

**MINUTES**

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

**BIDS, PROPOSALS AND CONTRACT AWARDS**

Prior to the reading of bids received today and the opening of bids scheduled for today, the Clerk announced that the following agencies had issued an Addendum extending the dates for receipt and opening of bids on the following contract.

There were no objections.

Bureau of Purchases - B50002380, Operate and Manage the DuBurns Soccer Arena  
(TECHNICAL)

**BIDS TO BE RECV'D: 09/26/2012**

**BIDS TO BE OPENED: 09/26/2012**

Bureau of Purchases - B50002463, Baltimore Arena - Title Sponsorship, Advertising, Manage and Operate

**BIDS TO BE RECV'D: 09/26/2012**

**BIDS TO BE OPENED: 09/26/2012**

Bureau of Water and Wastewater - SC 931, Rehabilitation and Improvements Wastewater to Sanitary Sewers at Various Locations in Baltimore City

**BIDS TO BE RECV'D: 09/19/2012**

**BIDS TO BE OPENED: 09/19/2012**

Bureau of Water and Wastewater - ER 4019R, Environmental East Stony Run Stream Restoration

**BIDS TO BE RECV'D: 09/19/2012**

**BIDS TO BE OPENED: 09/19/2012**

## 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 Water and - SC 898, Improvements to Sanitary  
Wastewater Sewers in Stony Run Area

Instituform Technologies, Inc.  
Inland Waters Pollution Control, Inc.  
Spiniello Companies  
Layne Inliner  
AM-Liner East, Inc.  
Anchor Construction Corp  
\*SAK Construction

Bureau of Water and - SC 899, Improvements to Sanitary  
Wastewater Sewers in Western Run Area

Miller Pipeline  
Instituform Technologies, LLC  
Inland Waters Pollution Control, Inc.  
Spiniello Companies  
Layne Inliner  
AM-Liner East, Inc.  
\*SAK Construction

\*UPON FURTHER MOTION duly made and seconded, the Board declared the bid of SAK Construction Non-Responsive due to the company's failure to submit the original contract books as required by the contract specifications.

**MINUTES**

Bureau of Water and Wastewater - SC 900, Improvements to Sanitary Sewers in Upper Jones Falls and Maryland Avenue

Instituform Technologies, Inc.  
Inland Waters Pollution Control, Inc.  
Spiniello Companies  
Layne Inliner

Bureau of Purchases - B50002394, Personal Care and  
and Housekeeping Services

Personal Touch Home Aides of  
Baltimore, Inc.  
Dependable Reliable Services  
P-B Health Home Care Agency, Inc.  
Trustworthy Staffing Solutions  
Chesapeake Medical Staffing  
Dependable Services, Group, LLC  
Community Care Nursing Services  
Parkville Nursing & Rehabilitation  
Anchor Inspiration  
Nursing & Health Services Training  
Consultants, Inc.

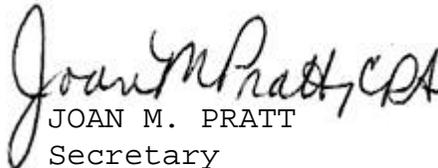
## MINUTES

Bureau of Purchases - B50002397, Citywide Violation  
Towing Services

McDel Enterprises, Inc.  
Central Business District Impound, JV  
Northside District Impound, JV  
Westside District Impound, JV  
Eastside District Impound, JV  
Cherry Hill Hauling & Towing  
Cherry Hill Towing, Inc.  
Cherry Hill Towing I, LLC  
Cherry Hill Towing II, LLC  
Dispatch & Trucking Solution  
The Auto Barn, Inc.  
Auto Barn Towing I, LLC  
Auto Barn Towing II, LLC  
Auto Barn Towing III, LLC  
Aaron's Towing, LLC  
Jim Elliott's Towing

\*\*\*\*\*

There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, September, 19, 2012.

  
JOAN M. PRATT  
Secretary