

**MINUTES****REGULAR MEETING**

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

The meeting was called to order by the President.

**MINUTES****BOARDS AND COMMISSIONS**1. Prequalification of Contractors

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

Casper Colosimo & Son, Inc.	\$ 24,696,000.00
J.A. Argetakis Contracting Co., Inc.	\$ 2,502,000.00
Marona Construction Company	\$ 19,737,000.00
Riggs Distler & Co., Inc.	\$ 91,872,000.00

2. Prequalification of Architects and Engineers

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

Borton-Lawson	Architect Landscape Architect Engineer
Hope Furrer Associates, Inc.	Engineer
PB Americas, Inc.	Architect Landscape Architect Engineer
Sam Schwartz Engineering	Architect Engineer

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

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

10-0476 - An ordinance concerning the Sale of Property - 2024 Etting Street for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in a property known as 2024 Etting Street (Block 0314, Lot 071) and no longer needed for public use; and providing for a special effective date.

**ALL REPORTS RECEIVED WERE FAVORABLE.**

UPON MOTION duly made and seconded, the Board approved bill 10-0476 and directed that the bill be returned to the City Council with the recommendation that it be approved and passed by that Honorable Body. The President **ABSTAINED.**

## MINUTES

Office of the State's Attorney (OSA) - Grant Awards

The Board is requested to approve and authorize execution of the listed grant award agreements from the Governor's Office of Crime Control and Prevention (GOCCP). The period of the grant award is October 1, 2010 through September 30, 2011.

1. **PROSTITUTION DIVERSION** **\$ 59,071.00**

Account: 4000-402511-1150-138500

The funds will be used to address the rising incidence of prostitution in Baltimore City. The OSA will work with governmental, community and other agencies that will provide "wrap-around" services. The grant will fund Clinical/Case Resource Managers who will evaluate offenders, place them in appropriate programs and monitor their progress.

The grant award is late because of the late arrival of the grant award from the State.

2. **INTERPERSONAL VIOLENCE - SWIFT AND ONGOING SERVICES** **\$ 79,296.00**

Accounts: 5000-584311-1150-137200	\$ 53,869.00
1001-000000-1150-117900	\$ 25,427.00

The Office of the State's Attorney's Domestic Violence Division created a multi-disciplinary Domestic Violence Unit within the Baltimore Police Department. Specially trained detectives will act as first responders in all felony domestic violence cases and work closely with the Felony Family Domestic Violence Division advocate who will respond to either the crime scene or the hospital, at the detective's discretion.

**MINUTES**

OSA - cont'd

The grant award agreements are late because it was not received from the State until early November.

**APPROVED FOR FUNDS BY FINANCE**

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

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

## MINUTES

Department of Planning - Report on Previously  
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 6** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on November 10, and November 17, 2010.

UPON MOTION duly made and seconded, the Board **NOTED 6** reports.

MINUTES

TRANSFERS OF FUNDS

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UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

**4284 - 4288**

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 nos. 5 and 7.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation (BDC)</u>		
1. \$ 8,000.00	9910-904982-9600	9910-902879-9601
22 <sup>nd</sup> EDF	Constr. Res.	Coml. Revital.
	Coml. Rev. Prog.	

This transfer of funds is for the street and alley closings in Oldtown Mall. The street and alley closings are a necessary part of the land assembly needed for the redevelopment of Oldtown Mall. The redevelopment will include a full-service grocery store. This expenditure covers the cost of preparation of plats and ordinances and advertising.

(FILE NO. 57116)

2. \$211,269.34	9910-906983-9600	9904-903769-9127
20 <sup>th</sup> EDF	Constr. Res.	Creative Alliance
	Arts & Entertain-	
	ment Initiative	

This transfer of funds is to consolidate capital bond funds for Creative Alliance into one account, which will make future drawdowns easier to track and more manageable for its continued renovations to the Patterson Theatre, which is located in Highlandtown.

(FILE NO. 56610)

Department of Transportation

3. \$ 18,361.83	9950-902510-9507	
Federal	Constr. Res.	
	Bowleys Lane Resurf.	
4,590.46	9950-903171-9528	
MVR	Const. Res.	
	St. Paul Plaza	
<u>\$ 22,952.29</u>	-----	9950-904147-9527-2
		Contingencies
		Charles Street Resurf.
		and Streetscape
		Madison Street to
		North Ave.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
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Department of Transportation - cont'd

The transfer will cover the costs associated with Task #23 on Project 1097 BD # 08064 with Johnston, Mirmiran & Thompson, Inc. to provide the construction claim analysis services for the project "Charles Street Resurfacing & Streetscape from Madison St. to North Ave. TR 04308R with Civil Construction, LLC.

(FILE NO.57080)

4. \$ 400,000.00 Federal	9950-917001-9507 Constr. Res. Federal Highway	
100,000.00 MVR	" "	
<u>\$500,000.00</u>	-----	9950-910755-9506-6 Structures & Improve. Asset Management Prog.

The transfer will make the fund available for the Requisition # 562496 to place the order for the Citiworks Software and Implementation for the project "Asset Management Program".

Bureau of Water and Wastewater

5. \$ 65,430.00 MVR	9958-904905-9526 Constr. Res. Gwynns Falls Flood Center Dike	
50,000.00 MVR	9958-907141-9526 Constr. Res. Flood Plain Data	
17,000.00 MVR	9958-905637-9526 Constr. Res. Jones Falls Stream	
<u>\$ 132,430.00</u>	-----	9958-907707-9525-3 Engineering

MINUTES

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BW&amp;WW</u> - cont'd			
The transfer will cover the current account deficit and provide funds for Project 1084R, General Support MS4 - Task 3 - (B/D 09702).			
6.	<b>\$750,000.00</b>	9956-904404-9549	9956-903341-9551-2
	Wastewater	Constr. Res.	Extra Work
	Utility Funds	Inflow & Infiltration	

The funds are required to cover the cost of unbudgeted extra work and the current account deficit for SC 873, Repair/Replacement of Existing Sanitary Sewers at Various Locations.

7.	\$240,000.00	9956-905528-9549	
	Water Rev.	Const. Res. Patapsco	
	Bonds	WWTP Bio	
	510,000.00	" "	
	<u>County Approp.</u>		
	<b>\$750,000.00</b>	-----	9956-910585-9551-6
			Construction

The funds are needed for the replacement of fines screens at Patapsco WWTP.

Department of Recreation and Parks

8.	<b>\$ 175,000.00</b>	9938-904050-9485	9938-903050-9483
	7 <sup>th</sup> Baltimore	Maryland Zoo Loan	Maryland Zoo Loan
	Zoo Loan	Reserve	Active

This transfer will provide funds to the Maryland Zoo in Baltimore to construct a new hellbender (large native Maryland Salamander) exhibit. This exhibit will be located within the Maryland Wilderness area of the river otter underwater viewing section. The current area is no longer able to house the animals due to age and inadequate design. The new exhibit at the Zoo will enhance the visitor's wildlife experience.

## MINUTES

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Dept. of Rec. and Parks - cont'd</u>			
9.	<b>\$ 33,500.00</b>	9938-905769-9475	9938-902702-9474
	Rec. & Parks	Reserve - Park	Active - Druid Hill
	24 <sup>th</sup> Series	Renov. FY 09	Park ADA Improvements
	This transfer will provide funds to cover the costs associated with the elevator installation at 3001 East Drive, Contract PB07806R.		
10.	<b>\$ 40,000.00</b>	9938-903789-9475	9938-902789-9474
	Rec. & Parks	Reserve - Rec.	Active - Rec.
	25 <sup>th</sup> Series	Facility Renov.	Facility Renov.
	This transfer will provide funds to cover the costs associated with the structural repairs at Mimi DiPietro Ice Rink.		
11.	<b>\$ 60,000.00</b>	9938-905793-9475	9938-904793-9474
	Rec. & Parks	Reserve - Citywide	Active - Citywide
	25 <sup>th</sup> Series	Park Maintenance	Park Maintenance
	This transfer will provide funds to cover the costs associated with the renovation of the Dypski Park Pavilion.		
12.	<b>\$ 70,000.00</b>	9938-905793-9475	9938-904793-9474
	25 <sup>th</sup> Rec. &	Reserve - Citywide	Active - Citywide
	Parks	Park Maintenance	Park Maintenance
	This transfer will provide funds to cover the costs associated with the renovation of the City Spring Athletic Field.		

## MINUTES

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Dept. of Rec. and Parks - cont'd</u>			
13.	<b>\$ 25,000.00</b>	9938-905769-9475	9938-907769-9474
	Rec. & Parks	Reserve - Park	Active - Park
	24 <sup>th</sup> Series	Building Renov.	Building Renov.
		FY 09	FY 09

This transfer will provide funds to cover the costs associated with the roof replacement at the Cloverdale Field House.

14.	<b>\$120,000.00</b>	9938-902700-9475	9938-901700-9474
	State	Reserve - Comm.	Active - Comm.
		Parks & Play-	Parks & Playgrounds
		grounds	

This transfer will provide funds to cover the costs associated with the renovation of the Morrell Park Athletic Fields.

15.	<b>\$ 30,000.00</b>	9938-908764-9475	9938-907764-9474
	Rec. & Parks	Reserve - Park	Active - Park &
	24 <sup>th</sup> Series	& Playgrounds	Playgrounds
		Renov. FY 09	Renov. FY 09

This transfer will provide funds to cover the costs associated with the renovation of the athletic fields at Violetville Park.

**MINUTES**

Mayor's Office of Employment Development - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with 1199SEIU League Training and Upgrading Fund. The period of the agreement is February 1, 2010 through February 28, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$59,682.00 - 5000-585510-5750-694805-603051

**BACKGROUND/EXPLANATION:**

Under this agreement the service provider will provide occupational skills training for unemployed or underemployed or dislocated workers. The participants will learn skills, which qualify them for careers in the Healthcare industry. The service provider will provide the training as specified in the Baltimore City Request for Expressions of Interest dated May 1, 2009.

The agreement is late because of the extended negotiation process.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the agreement with 1199SEIU League Training and Upgrading Fund.

**MINUTES**

Police Department - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the House of Ruth Maryland, Inc. The period of the agreement is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$275,000.00 - 6000-613111-2252-247800-607001

**BACKGROUND/EXPLANATION:**

The House of Ruth Maryland, Inc. is designated to receive 100% of the funds up to a maximum of \$275,000.00. The Fiscal Year 2011 estimate of \$275,000.00 is based on a projection of 11,000 marriage licenses to be issued during the year.

Under the Baltimore City Code, Article 5, Section 48-1 (2000 Edition), \$25.00 of each marriage license fee collected in Baltimore City is segregated into a special fund. Monies are distributed to the House of Ruth Maryland, Inc. in proportion to the number of domestic violence victims it serves. The Police Department is the City agency designated to administer and disburse the funds.

The agreement is late because the Police Department recently received the necessary information to process it.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of an agreement with the House of Ruth Maryland, Inc.

**MINUTES**

Police Department - Payment of Back Salary

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize payment of back salary for Mr. Robert G. Cirello.

**AMOUNT OF MONEY AND SOURCE:**

\$54,403.47 - 1001-000000-2041-195500-601062

**BACKGROUND/EXPLANATION:**

Pursuant to Article 16(A)(2) of the Memorandum of Understanding between the Baltimore Police Department and the Fraternal Order of Police Lodge No. 3, Mr. Cirello is entitled to receive back pay for the period he was suspended without pay. He was suspended without pay on May 5, 2009.

The back pay represents the amount of salary that Mr. Cirello would have earned for the period May 12, 2009 through August 25, 2010.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized the payment of back salary for Mr. Robert G. Cirello.

**MINUTES**Police Department - Agreement and Amendment No.1  
to Memorandum of Agreement

The Board is requested to approve and authorize execution of the agreement and amendment no. 1 to memorandum of agreement.

AGREEMENT

1. **THE FAMILY LEAGUE OF BALTIMORE CITY, INC. (FAMILY LEAGUE)** **\$ 79,552.00**

Accounts: 1001-000000-2252-511200-607001	\$ 39,776.00
1001-000000-2252-511300-607001	\$ 39,776.00

The Governor's Office for Children funds two Baltimore City Youth Services Bureaus. This agreement transfers Baltimore City's required cash match funds to the local Management Board - The Family League. The Family League in turn contracts with the Youth Service Bureaus to provide their operational expenses. This agreement provides for the City to pay its matching share directly to the Family League. The period of the agreement is July 1, 2010 through June 30, 2011.

The agreement is late because the required information was recently received from the Family League.

**MWBOO GRANTED A WAIVER.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**(FILE NO. 55358)**

AMENDMENT NO. 1 TO MEMORANDUM OF AGREEMENT (MOA)

2. **MARYLAND EMERGENCY MANAGEMENT AGENCY (MEMA)** **\$ 0.00**

On December 23, 2009, the Board approved a MOA, in the amount of \$57,000.00, with MEMA for the FY08 Interoperable Emergency Grant Program for the period September 1, 2008 through August 31, 2010. The purpose of the MOA was to improve local, regional, statewide, and national interoperable emergency communications. This amendment no. 1 will extend the period of the MOA through February 28, 2011.

**MINUTES**Police Department - cont'd

The amendment no. 1 to the MOA is late because it was recently received from MEMA.

**AUDITS NOTED THE TIME EXTENSION.**

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the agreement and amendment no. 1 to memorandum of agreement.

## MINUTES

Police Department - Grant Agreements

The Board is requested to approve and authorize execution of the various grant agreements. The period of the agreement is October 1, 2010 through September 30, 2011, unless otherwise noted.

1. **GOVERNOR'S OFFICE OF CRIME CONTROL AND PREVENTION (GOCCP)/PAUL COVERDELL FORENSIC SCIENCE IMPROVEMENTS GRANTS PROGRAM** **\$ 68,683.00**

Account: 4000-454511-2024-197500-600000

The Department received a grant from the GOCCP for the Crime Laboratory Enhancement Program. The funds will be used to pay for a contractual lab casework assistant, overtime funding for latent print and firearm examiners, and training necessary to maintain existing accreditation and certification.

2. **GOVERNOR'S OFFICE OF CRIME CONTROL AND PREVENTION (GOCCP)/BYRNE JUSTICE ASSISTANCE GRANTS PROGRAM** **\$ 278,332.00**

Account: 4000-436011-2021-197500-600000

The Department has received a grant from the GOCCP for the City's Sexual Assault Response Team and to incorporate best practices in investigation and victim support. The funds will pay for investigator training, case management software, video-recording equipment and installation, and advocates salary, outreach materials, and outsourcing for biological evidence testing.

3. **UNITED STATES DEPARTMENT OF JUSTICE/ 2010 SMART POLICING: EVIDENCE-BASED LAW ENFORCEMENT** **\$ 300,000.00**

Account: 4000-435911-2013-197500-600000

The Department has received a grant from the Department of Justice to reduce gun violence through targeted gun suppression efforts, identification and investigation of repeat offenders through the Gun Offender Registry. The funds will support law enforcement overtime, and investigative equipment, which will increase the capacity of the Violent Crime Impact Section and the Gun Offender

**MINUTES**Police Department - cont'd

Registry Unit. The period of the agreement is October 1, 2010 through September 30, 2012.

The grant agreements are late because the materials were recently received from the grantors.

**APPROVED FOR FUNDS BY FINANCE**

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

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

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>			
1. Bernard Gladden	1711 E. Preston St.	F/S	\$45,000.00

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

**(FILE NO. 56017)**

2. Sambor Invest-ments, LLC	2777 Tivoly Ave.	G/R \$90.00	\$ 825.00
3. Houndswood, LLC	2782 Tivoly Ave.	G/R \$90.00	\$ 750.00
4. Kevin John Walker	2790 Tivoly Ave.	G/R \$90.00	\$ 600.00

Funds are available in account 9990-908326-9593-900001-704040, Coldstream-Homestead-Montebello Project.

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

**(FILE NO. 57188)**DHCD - Condemnations

Nolita Smith	1113 McDonogh St.	F/S	\$ 6,000.00
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Funds are available in account 9910-906416-9588-900000-704040, EBDI Project, Phase II.

**(FILE NO. 56610)**

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
5. Faith Hope Love Foundation	2790 Tivoly Ave.	L/H	\$10,400.00

Funds are available in account 9990-908326-9593-900001-704040, Coldstream-Homestead-Montebello Project.

**(FILE NO. 57188)**

DHCD - Rescissions and Approvals

6. Charles Muskin and Shirley Lowenthal, Trustees of the Residuary Trust under the Last Will and Testament of Israel Braverman, deceased	1605 N. Gay St.	G/R \$42.00	\$ 350.00
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On September 2, 2009, the Board approved the purchase by condemnation the ground rent interest of \$42.00 in the property located at 1605 N. Gay Street. Since the original Board approval, the Trustees have agreed to the offer price and would like to proceed with a voluntary settlement. The Board is requested to approve the option to purchase the ground rent interest in 1605 N. Gay Street for \$350.00.

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

**(FILE NO. 57092)**

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Department - Condemnation and Payment of Settlement</u>			

7. Rose Louise Stanley	2019 E. Eager St.	L/H	\$ 1,200.00
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On March 24, 2010, the City filed a quick take condemnation suit to acquire the fee simple interest in 2019 E. Eager Street. An Order of Possession was signed on April 23, 2010. The property initially valued at \$12,000.00. An updated valuation revealed a value of \$8,000.00. The property was assessed for \$50,100.00. The parties agreed to settle the condemnation case for \$13,200.00. The previously approved funds in the amount of \$12,000.00 (the original valuation of \$12,000.00 plus 10%).

8. David Kuperhand (prior owner)	2024 Ashland Ave.	L/H	\$ 5,000.00
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On March 24, 2010, the City filed a quick take condemnation suit to acquire the fee simple interest in 2024 Ashland Avenue. An Order of Possession was signed on April 14, 2010. The property was initially valued at \$24,000.00. An updated valuation revealed a value of \$21,000.00. The property was assessed for \$70,100.00. The parties agreed to settle the condemnation case for \$29,000.00.

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

**(FILE NO.56017)**

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

**MINUTES**

Health Department - Revised Notice of Grant  
Award (NGA) Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the revised NGA agreement with the Department of Health and Human Services Centers for Disease Control and Prevention, National Center for Environmental Health. The period of the revised NGA agreement is September 30, 2010 through September 29, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$212,000.00  
449,778.00  
**\$661,778.00** - 4000-428711-3031-579200-600000

**BACKGROUND/EXPLANTION:**

The revised NGA agreement is for Reducing Asthma Disparities: The Baltimore City Healthy Homes Initiative.

On August 18, 2010, the Department received the NGA for \$449,778.00. Because approval of carry-over funds from Year 2002 was pending, this notice of award was not presented to the Board of Estimates.

The revised NGA authorizes \$212,000.00 in carry-over funds and includes the current award of \$449,778.00.

This revised NGA agreement is late because it was just received.

**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 the revised NGA agreement with the Department of Health and Human Services Centers for Disease Control and Prevention, National Center for Environmental Health.

**MINUTES**Health Department - Notification of Grant Award (NGA) Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a NGA agreement from the Maryland Department of Aging (MDoA). The period of the award is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$ 600,090.00	-	5000-533611-3024-268400-404001
1,326,560.00	-	5000-535411-3044-273300-404001
307,070.00	-	5000-533111-3044-273300-404001
168,874.00	-	5000-534011-3044-273300-404001
193,920.00	-	5000-534111-3044-273300-404001
159,810.00	-	5000-535511-3044-273300-404001
143,400.00	-	5000-533511-3044-273300-404001
<b>\$2,899,724.00</b>		

**BACKGROUND/EXPLANTION:**

The funds will be utilized for State funded programs. These funds will provide a variety of services for older adults residing in Baltimore City.

The NGA agreement is late because it was recently received from the MDoA.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a NGA agreement from the Maryland Department of Aging.

**MINUTES**

Health Department - Ryan White Part B Request for  
Proposal State Fiscal Year 2012

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Ryan White Part B Request for Proposal (RFP) for State Fiscal Year (SFY) 2012. The period of the RFP is July 1, 2011 through June 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$1,322,000.00 - 4000-424512-3023-274400-404001

**BACKGROUND/EXPLANATION:**

All of the Part B funds awarded through this RFP will be administered through the Department, excluding those awarded through the University of Maryland. The Part B service contracts are granted annually, and are contingent upon performance and continued funding from the U.S. Department of Health and Human Services, Health Resources and Services Administration (HRSA), the HIV AIDS Bureau of each year.

The Department will be notified of funding available for Maryland SFY 2012 when the HRSA notifies the State of Maryland. Funding Levels in the RFP may be adjusted for the actual award. The availability of all funds is contingent upon the amount of Federal funds available to the State of Maryland under Part B for SFY 2012.

Part B of the Ryan White Act provides formula-based financial assistance to states and territories to improve the quality, availability, and organization of health care and support services for individuals and families with HIV infection. The funds are intended to assist in developing and enhancing access to a comprehensive continuum of high quality, community-based care for low-income individuals and families with HIV disease.

**MINUTES**Health Department - cont'd

Approval of this RFP will allow the Department, in conjunction with the Maryland Department of Health and Mental Hygiene, Infectious Disease and Environmental Health Administration, to establish the application process and ensure fair and equitable distribution of funds to the receiving organizations.

These organizations will submit proposals and bids for funding to provide services delineated under the RFP's various service categories: non-medical case management, oral health, and Minority AIDS Initiative, to benefit the needs of individuals with HIV/AIDS related conditions in the City for SFY 2012.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the Ryan White Part B Request for Proposal (RFP) for State Fiscal Year (SFY) 2012.

## MINUTES

Health Department - Agreements

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

1. **DESTINY'S PLACE, INCORPORATED** **\$ 0.00**
  
2. **BALTIMORE NEIGHBORHOODS, INC.** **\$ 0.00**

The above-listed organizations will serve as host agencies for the Senior Community Service Employment Program. This program provides part-time work experience and training opportunities for low-income residents of Baltimore City, aged 55 years or older, with no upper age limitation. Program participants are placed in social, health, welfare, educational, legal, and other similar services. 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 just finalized.

**APPROVED FOR FUNDS BY FINANCE**

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

## MINUTES

Health Department - Agreements

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

1. **BALTIMORE SUBSTANCE ABUSE SYSTEMS,           \$ 40,000.00**  
**INC. (BSAS)**

Account: 1001-000000-3041-274000-603026

The BSAS will utilize the funds for the Needle Exchange Day Program (NEDP). The BSAS will be responsible for ensuring that all providers utilize the Health Department funds as a last resort of payment for services. All providers are to make every effort to assist Needle Exchange Program clients with insurance applications within seven days of intake. Providers will also be responsible for accommodating clients who experience higher than normal no-show rates and lower than normal retention rates. Providers will need to provide Health Stat and Citi-Stat data to BSAS as required for sustained funding.

2. **BALTIMORE SUBSTANCE ABUSE SYSTEMS,           \$127,572.00**  
**INC. (BSAS)**

Account: 5000-521111-3041-605600-603051

BSAS will utilize the funds for the Needle Exchange Evening Program. The BSAS will be responsible for ensuring that all providers utilize the Health Department funds as a last resort of payment for services. All providers are to make every effort to assist Needle Exchange Program clients with insurance applications within seven days of intake. The providers will also be responsible for accommodating clients who experience higher than normal no-show rates and lower than normal retention rates. Providers will need to provide Health Stat and Citi-Stat data to BSAS as required for sustained funding.

The agreements are late because of the delay in receiving an acceptable scope and budget.

## MINUTES

Health Dept. - cont'd

3. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$160,475.00**

Account: 4000-422110-3030-272900-603051

The JHU will provide medical expertise and clinical services to Tuberculosis (TB) clinic patients including examinations, recommendations for therapy and monitoring of adverse reactions in patients seen in the clinic. The JHU will also provide direction and consultation regarding clinic policies and protocols, especially with regards to TB and HIV co-infection. A part-time radiologist will be provided to read chest x-rays. The period of the agreement is January 1, 2010 through December 30, 2010.

The agreement is late because of an oversight.

4. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 81,233.00**

Account: 4000-427710-3040-278121-603051

The JHU will provide direct street and non-clinic venue outreach to increase HIV testing among Latinos and increase identification of HIV-positive persons unaware of their diagnosis. Services will also include but not be limited to linkage to care services for patients who test positive, patient navigation services for patients linking to care, reengaging in care or not fully engages in care at the Early Intervention Initiative Program. The period of the agreement is March 1, 2010 through February 28, 2011.

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

5. **RUTH SHAW-TAYLOR, M.D.** **\$ 20,000.00**

Account: 4000-425511-3041-268500-603018

The Consultant will provide comprehensive reviews and complete the Pre-Admission Screening and Resident Review (PASRR) certification on each evaluation to the Adult

## MINUTES

Health Dept. - cont'd

Evaluation and Review Services (AERS) multi-disciplinary team; on an as needed basis, consult with the AERS multi-disciplinary team and/or the client's private physician and/or nursing home professional staff for clarification of mental health treatment/plan/needs. Results of review and recommendation(s) are to be documented in the case record.

6. **ST. CLAIR CONSULTING, LLC** **\$ 39,188.00**

Account: 4000-436111-3255-316200-607001

The organization will work with the Grandparents as Parents Program. The organization will develop support groups for grand-families, and identify peer support volunteers. A grandparent's day, educational field trips and a literacy program will be provided along with parenting workshops and parent skills development. A computer training program for grandparents and a program evaluation will be developed as well as a newsletter and resource guide. The period of the agreement is October 1, 2010 through September 30, 2011.

7. **ARBOR E & T, LLC** **\$668,745.00**  
**d/b/a CARE RESOURCES, INC.**

Accounts: 4000-427111-3080-394395-603051	\$568,743.00
5000-587410-5750-672214-603051	\$100,002.00

The organization will provide services of a Speech Therapist and a Physical Therapist for the Baltimore Infants & Toddler Eligibility Center.

The agreement is late because funding was awarded late in the fiscal year, and because the agreement was just finalized.

8. **SINAI HOSPITAL OF BALTIMORE, INC.** **\$ 67,500.00**

Account: 4000-422011-3030-513231-603051

The organization will provide expanded HIV tests in the Sinai Hospital Emergency Department. During the grant period Sinai will provide a minimum of 2,250 rapid HIV tests and be available for one on-site visit by the Baltimore City Health Department's

## MINUTES

grant administrator. The Sinai Program Director and coordinator will attend required Health Dept. - cont'd

training and will attend at least one collaborative meeting with the project monitors, all HIV testing counselors will attend required training and participate in annual competencies and proficiency testing required by the Maryland AIDS Administration. The period of the agreement is October 1, 2010 through June 30, 2011.

The agreement is late because of delays in budget negotiations and conversion to the new accounting system.

9. **BALTIMORE MEDICAL SYSTEM, INC.** **\$150,000.00**  
**(BMSI)**

Account: 5000-519911-3041-589800-603051

The BMSI will continue the Year 2 work plan on the Cardiovascular Health Disparities Initiative Community Health Workers Program at three clinics located at Orleans Square, Highlandtown, and Belair Edison Health Clinic. The BMSI will work with the Health Department to reduce disease, disability and death related to risk factors associated with cardiovascular disease among African American and Latino residents of Baltimore City, screen and educate 300 African Americans and 200 Latino patients.

The agreement is late because the grant award was finalized on September 1, 2010.

**MWBOO GRANTED A WAIVER.**

10. **JOHNS HOPKINS UNIVERSITY, SCHOOL OF** **\$ 0.00**  
**NURSING**

Under this agreement the Johns Hopkins University, School of Nursing will assign appropriate fully qualified students in the Registered Nurse and Family Nurse Practitioner Programs. The University will provide a course description prior to rotation, and all students are required to sign confidentially forms. The period of the agreement is September 1, 2010 through August 31, 2015.

The agreement is late because it was just finalized.

## MINUTES

Health Dept. - cont'd

11. SOUTH COLLEGE OF TENNESSEE, INC. \$ 0.00

The organization will assign appropriate, fully qualified physician assistant students for on the job field experience in STD services. This opportunity will provide real clinical rotations in the Department's Sexually Transmitted Disease Clinics located at 620 N. Caroline Street and 1515 West North Avenue. The period of the agreement is January 3, 2011 through March 31, 2015.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED (EXCEPT FOR ITEM NOS. 10 AND 11) AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the foregoing agreements. The Mayor **ABSTAINED** on item No. 1 and 2. The President **ABSTAINED** on nos. 1, 2, 3, 4 and 10.

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 page:

**4310**

All of the EWOs had been reviewed and approved

by the

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

The Transfer of Funds was approved  
SUBJECT to receipt of a favorable report  
from the Planning Commission,  
the Director of Finance having reported favorably  
thereon, as required by the provisions  
of the City Charter.

The President **ABSTAINED** on nos. 1, 2, and 3.

MINUTES

EXTRA WORK ORDERS

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

Bureau of Water and Wastewater

1. EWO #009, \$239,719.64 - WC 1163, Waverly/Cedarcroft Areas  
Infrastructure Rehabilitation  


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\$8,192,356.73    \$1,377,313.27    J. Fletcher Creamer    0    99  
& Son, Inc.
  
2. EWO #001, \$258,000.00 - SWC 7761, Drainage Repairs and Im-  
provements at Various Locations  


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\$453,076.43    -    Monumental Paving    0    20  
& Excavating Inc.

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 36,440.85	9958-928001-9526	
26 <sup>th</sup> Sewer & Drain	Constr. Reserve Unallocated	
81,794.52	9958-926001-9522	
MVR	Constr. Reserve Unallocated	
165,691.00	9958-904099-9522	
<u>State Constr.</u>	Constr. Reserve Small Storm Drains	
<b>\$283,926.37</b>	-----	9958-906101-9520-2 Extra Work

This transfer will provide funds to cover the costs associated with Change Order No. 1 for SWC 7761, Drainage Repairs at Various Locations.

**MINUTES**

Baltimore Community - Expenditure of Funds  
Relations Commission

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an expenditure of funds to pay the Baltimore City Foundation. The period of the invoice is August 7, and 8, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$20,000.00 - 4000-405208-1561-172400-603026

**BACKGROUND/EXPLANATION:**

The Baltimore Community Relations Commission is responsible for Baltimore City's International Festival. This year the festival was scheduled for August 7, and 8, 2010 at the Poly-Western High School Complex. The funds will cover expenses towards the International Festival 2010. The grant funds were received from the Center for HIV Prevention and they are in support of the festival.

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

UPON MOTION duly made and seconded, the Board approved and authorized the an expenditure of funds to pay the Baltimore City Foundation.

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

The Board is requested to approve and authorize execution of a communications license agreement with Cellco Partnership d/b/a Verizon Wireless, licensee. The period of the agreement is effective upon Board approval for five years with three renewal terms of five years each.

**AMOUNT OF MONEY AND SOURCE:**

\$8,350.00 - current annual rent

Annual Rent

\$30,000.00 - 1<sup>st</sup> year  
\$31,200.00 - 2<sup>nd</sup> year  
\$32,448.00 - 3<sup>rd</sup> year  
\$33,745.92 - 4<sup>th</sup> year  
\$35,095.76 - 5<sup>th</sup> year

The increase in the rent will commence upon the placement of antenna at the 160 foot height of the tower.

The rent will increase annually by an amount equal to 4% over the amount of the rental payments for the preceding years.

**BACKGROUND/EXPLANATION:**

A reservation fee of \$3,000.00 will be paid to the City by the licensee within 60 days of full execution and delivery of this license. In the event the commencement date has not occurred within 180 days of the effective date of this agreement, the licensee will either terminate the agreement or pay an additional reservation fee of \$3,000.00.

The demised premises are currently being used for cellular telephone communication by Cellco Partnership d/b/a Verizon Wireless. The current annual rent is \$8,350.00.

If the antennas are not in place at the 160 foot height after one year, the license agreement will terminate and the parties will be bound by the original agreement.

## MINUTES

Space - cont'd

The licensee will be solely responsible for the cost of any remedial work to make the tower suitable for their use. The licensor will be responsible for the maintenance of the tower. The licensee will be responsible for liability insurance, utilities, maintenance and repairs to their equipment, and compliance with all Federal Communications Commission and Federal Aviation Administration rules and regulations.

The Space Utilization Committee approved this lease on November 23, 2010.

**(FILE NO. 55899)**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a communications license agreement with Cellco Partnership d/b/a Verizon Wireless.

**MINUTES**Department of Real Estate - Tax Sale Certificate**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of a Tax Sale Certificate to Sabino Strippoli for an amount that is less than the lien amount for the property located at 2340 Annapolis Road.

**AMOUNT OF MONEY AND SOURCE:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes &amp; Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
2340 Annapolis Rd.	\$2,170.00	\$3,450.02	\$214,519.35	\$3,450.02

**BACKGROUND/EXPLANATION:**

The City acquired the Tax Sale Certificate for 2340 Annapolis Road on October 27, 2010.

Mr. Strippoli has offered to purchase the Tax Sale Certificate for 2340 Annapolis Road, file the petition to foreclose, acquire title to the property and return it to productive use. The purchase price will cover the flat taxes. The property has an assessed value of approximately \$2,170.00.

**(FILE NO. 56662)**

UPON MOTION duly made and seconded, the Board approved and authorized the assignment of a Tax Sale Certificate to Sabino Strippoli for an amount that is less than the lien amount for the property located at 2340 Annapolis Road.

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

The Board is requested to approve a lease agreement with Ms. Susan Faden, lessee, for the rental of the property located at 1427 Light Street, known as School 33, Studio no. 203 (2<sup>nd</sup> floor). The period of the agreement is November 1, 2010 through October 31, 2011, with the right to renew automatically for two 1-year terms. The lease may be terminated by lessor during the renewal term by giving 60-days written notice to the lessee.

**AMOUNT OF MONEY AND SOURCE:**

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

**BACKGROUND/EXPLANTION:**

The demised premises will be used as an artist's studio for the lessee. The lessor will be responsible for heat, electricity, and water. The lessee is responsible for content insurance, janitorial, trash receptacles, and security. The rent paid will include lessee's share of air conditioning, heat, electricity, and water.

The Space Utilization Committee approved this lease on November 23, 2010.

The agreement is late because of the delay of getting the lessee's signature, notary, and personnel changes at School No. 33.

**(FILE NO. 56338)**

UPON MOTION duly made and seconded, the Board approved and authorized the a lease agreement with Ms. Susan Faden, lessee, for the rental of the property located at 1427 Light Street, known as School 33, Studio no. 203 (2<sup>nd</sup> floor).

**MINUTES**Department of General Services - Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	301 Saint Paul Place	Mercy Hospital, Inc.	One double face sign 5'9" x 3'7¼"
	Annual Charge: \$ 70.40		
2.	400 S. Bond St.	St. Vincent DePaul Society of Baltimore, Inc.	One handicap ramp One bicycle rack
	Annual Charge: \$140.60		
3.	25 E. Cross St.	25 E. Cross St. Properties, LLC	Retain one bracket sign 4'x 2', four spot reflectors
	Annual Charge: \$123.10		
4.	803 N. Eutaw St.	Maryland General Hospital, Inc.	Service connection, two 4' ducts @ 16' @ 3.50 per linear ft., two 5" ducts @ 16', 3.50 per linear ft.
	Annual Charge: \$224.00		

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

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

**MINUTES**Department of General Services - Consultant Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a consultant agreement with Northeast Energy Services, LLC (NES). The period of the agreement is effective upon Board approval for two years.

**AMOUNT OF MONEY AND SOURCE:**

\$	9,600.00	-	9916-913900-9197-910025-703032
	9,600.00	-	9916-913900-9197-910026-703032
	26,800.00	-	9916-913900-9197-910020-703032
	8,000.00	-	9916-913900-9197-910020-703032
	96,000.00	-	9916-913900-9197-900000-703032
	5,000.00	-	2051-000000-1980-194600-603018
	<b>\$155,000.00</b>		

The NES will assist the Energy Division in identifying options and analyzing feasibility of developing a "Sustainable Energy Utility".

The services will include but are not limited to providing a financial analysis of solar energy projects and providing an analysis of potential residential energy aggregation plan. In addition the NES will develop a financial analysis of a Climate Action Plan and develop a Citywide Energy Assurance Plan to be utilized by the Mayor's Office of Emergency Management. The NES will also analyze Back River operations to determine if additional savings are feasible.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**(FILE NO. 57177)**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a consultant agreement with Northeast Energy Services, LLC.

**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 The Maryland Jockey Club of Baltimore City, Inc.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The City, acting through the Department of Transportation, is proposing to store snow, which needs to be removed from the right-of-way into the parking lot of a property owned by The Maryland Jockey Club of Baltimore City, Inc., located at 5201 Park Heights Avenue, and 5201 and 5203 Maple Avenue.

This agreement is necessary should a snow storm require large amounts of snow to be relocated from the City's streets. This agreement will allow the City's contractor to enter onto the property to store the snow.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a right-of-entry agreement with The Maryland Jockey Club of Baltimore City, Inc.

**MINUTES**

Department of General Services - Standard Highway Option

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a standard highway option with Ms. Caroline S. Falvey, et al, for the property located at 2800 Hawkins Point Road, Block 7001, Lot 12.

**AMOUNT OF MONEY AND SOURCE:**

\$950,000.00 - 9950-902416-9506-900020-704040  
(fair market value of fee parcel)

**BACKGROUND/EXPLANATION:**

The City wishes to acquire the entire property owned by Ms. Falvey, et al, located at 2800 Hawkins Point Road, Block 7001, Lot 12. This standard highway option will allow the City, acting through the Department of Transportation, to provide storm water management in conjunction with Project No. TR 00073, Widening and Reconstruction of Hawkins Point Road.

An appraisal of the property was performed on March 25, 2010.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a standard highway option with Ms. Caroline S. Falvey, et al, for the property located at 2800 Hawkins Point Road, Block 7001, Lot 12.

**MINUTES**

Department of General Services - Minor Adjustment Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a minor adjustment agreement with the Burger King Corporation at 1241-1255 Orleans Street.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00

**BACKGROUND/EXPLANATION:**

The Department is proposing to enter the property of the Burger King Corporation located at 1241-1255 Orleans Street for the purpose of reconstructing their existing driveway apron and replacing the existing sidewalk in kind. This work is necessary to perform improvements along Central Avenue, in conjunction with the Department of Transportation, Contract No. TR 05032, Rehabilitation of Central Avenue and Storm Drain.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a minor adjustment agreement with the Burger King Corporation at 1241-1255 Orleans Street.

**MINUTES**

Department of Transportation - Amendment No. 1 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approved and authorize execution of amendment no. 1 to agreement with Johnson, Mirmiran & Thompson, LLP, for Project No. 1097, On-Call Construction Management Services.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - account numbers will be determined with each individual task

**BACKGROUND/EXPLANTION:**

On March 18, 2009, the Board approved the original agreement with the consultant in the amount of \$2,000,000.00 for three years. Under the original agreement, the consultant will provide construction management services for various projects involving improvements to roadways and bridges throughout the City.

This amendment no. 1 to agreement will increase the upset limit by \$1,000,000.00; making the total amount of the agreement \$3,000,000.00. This additional \$1,000,000.00 is needed to provide adequate construction support services for all capital projects. All other terms and conditions of the agreement will remain unchanged.

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

**(FILE NO. 57080)**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of amendment no. 1 to agreement with Johnson, Mirmiran & Thompson, LLP, for Project No. 1097, On-Call Construction Management Services.

**MINUTES**

Department of Transportation - Amendment No. 1 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approved and authorize execution of amendment no. 1 to agreement with Whitman, Requardt & Associates, LLP, for Project No. 1097, On-Call Construction Management Services.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - account number will be determined with each individual task

**BACKGROUND/EXPLANTION:**

On April 8, 2009, the Board approved the original agreement with the consultant in the amount of \$2,000,000.00 for three years. Under the original agreement, the consultant will provide construction management services for various projects involving improvements to roadways and bridges throughout the City.

This amendment no. 1 to agreement will increase the upset limit by \$1,000,000.00; making the total amount of the agreement \$3,000,000.00. This additional \$1,000,000.00 is needed to provide adequate construction support services for all capital projects. All other terms and conditions of the agreement will remain unchanged.

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

**(FILE NO. 55950)**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of amendment no. 1 to agreement with Whitman, Requardt & Associates, LLP, for Project No. 1097, On-Call Construction Management Services.

## MINUTES

Law Department - Claim Settlement Agreement and Release

The Board is requested to approve and authorize execution of the settlements agreement and release of the following claim. The Settlement has been reviewed and approved by the Settlement Committee of the Law Department.

1. Clement Bharrat, et al v. Detective           \$70,000.00  
Deryl Turner, et al

Account: 1001-000000-2041-195500-603070

UPON MOTION duly made and seconded, the Board approved the settlement agreement and release as requested by the Law Department.

**MINUTES**

Department of Law - Settlement Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a settlement agreement with STV Incorporated and SRH Jackson's Wharf, LLC in connection with repairs of a portion of the Waterfront Promenade known as Fells Landing and located in the 1400 - 1500 block of Thames Street.

**AMOUNT OF MONEY AND SOURCE:**

\$225,000.00 - 1001-000000-1220-147000-603070

**BACKGROUND/EXPLANATION:**

The estimated cost of the promenade repairs is \$1,300,000.00. The City is recovering \$740,000.00 from STV Incorporated, and the balance of the cost of the repairs will be paid by the property owner, SRH Jackson's Wharf, LLC. The City is contributing \$225,000.00 to the costs of construction to cover its interest in the promenade. The exact amount of the repairs will not be known until they are completed.

In 2003-2004, using a State Highway Administration grant, the City erected a bulkhead and promenade on property owned by SRH Jackson's Wharf, LLC. The design was supplied by STV Incorporated. The promenade has partially collapsed into the mud beneath as a result of a failure to include piles in the design to support the promenade. This presents a safety hazard to the public. An investigation conducted by the City confirmed the presence of a layer of undetected soft soils which led to settlement of the promenade. An engineering firm retained by the City developed a repair plan which calls for removal of the promenade, the driving of piles through the layer of soft soils and replacement of the promenade and brick pavers. The property

**MINUTES**Department of Law - cont'd

owner, SRH Jackson's Wharf, LLC, will be responsible for contracting repair work under the supervision of the Department of Transportation. As part of the settlement discussions, the owner agreed to be responsible for maintaining the structural integrity of the promenade in the future. The parties to the settlement will release each other from any future liability for the costs of repair. The City and the SRH Jackson's Wharf, LLC will assign any claims they may have against any third parties to STV Incorporated.

**APPROVED FOR FUNDS BY FINANCE****(FILE NO. 55950)**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a settlement agreement with STV Incorporated and SRH Jackson's Wharf, LLC in connection with repairs of a portion of the Waterfront Promenade known as Fells Landing and located in the 1400 - 1500 block of Thames Street.

**MINUTES**Department of Law - Application and Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an application and agreement with LexisNexis Risk Solutions FL, Inc. (LexisNexis). The period of the agreement is December 4, 2010 through January 31, 2014.

**AMOUNT OF MONEY AND SOURCE:**ON LINE RESEARCH

Monthly Charges			<b>3 Year Total</b>
<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Total</u>
\$5,143.00	2% Increase	2% Increase	<b>\$188,880.00</b>

Accounts: 1001-000000-1751-175200-323  
 2036-000000-1752-175200-323  
 6000-605511-1753-175200-323  
 1001-000000-1754-175200-323  
 1001-000000-1755-175200-323  
 1001-000000-1756-175300-323  
 1001-000000-1757-175200-323  
 1001-000000-1758-175200-323  
 2036-000000-1759-175200-323  
 1001-000000-1761-175200-323  
 1001-000000-1762-175200-323

ENHANCED ACCESS

Per User Charges			<b>3 Year Total</b>
<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Total</u>
\$119.00	3% Increase	3% Increase	<b>\$13,241.41</b>

(Assuming no increase in the number of users)

Accounts: 2036-000000-1752-175200-323  
 6000-605511-1753-175200-323  
 1001-000000-1761-175200-323

**MINUTES**

Law Department - cont'd

**BACKGROUND/EXPLANATION:**

The Department purchases online legal research from one of two providers of such services. The current contract ends on January 31, 2011. The Department requested proposals from each vendor and after comparative review, it was determined that LexisNexis had the most comprehensive and least expensive proposal, charging less than the current provider is charging. The current provider has requested that the Department terminate its current contract as of December 31, 2010, so the Department will save one month's charge. The Department will have one month of overlap to enable staff to learn the new system without adversely affecting productivity.

The Enhanced Access Services will start with only three users, additional users may be necessary to effectively collect debts owed to the City, process claims made against the City, and prevent fraud on the City. The Department will increase the number of users to no more than 15, which would result in a total cost of less than \$70,726.00. The monthly charge per user may decrease with more users.

The Department will also purchase certain books with their regular updates from LexisNexis.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**(FILE NO. 57132)**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of an application and agreement with LexisNexis Risk Solutions FL, Inc.

**MINUTES**

Mayor's Office of - Expenditure of Funds  
Information Technology

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an expenditure of funds to pay Mr. Rico Singleton, Chief Information Officer for moving expenses from Schenectady, NY to Baltimore, MD.

**AMOUNT OF MONEY AND SOURCE:**

\$2,860.00 - 1001-000000-1471-165700-603026

**BACKGROUND/EXPLANATION:**

The incumbent will begin on December 15, 2010. Mr. Singleton is in the process of moving from Schenectady, NY to Baltimore, MD. Two bids were submitted per AM 221-4 and the least expensive is from The Ideal Move, LTD. in the amount of \$2,860.00.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized the an expenditure of funds to pay Mr. Rico Singleton, Chief Information Officer for moving expenses from Schenectady, NY to Baltimore, MD. The President **ABSTAINED**.

## MINUTES

Department of Housing and - Local Government Resolutions  
Community Development

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

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

<u>Organization</u>	<u>Amount</u>
1. <b>SAVING OUR SISTERS, INC.</b>	<b>\$ 10,000.00</b> <b>CITCP</b>

The Saving Our Sisters, Inc. (Saving Our Sisters) located at 5544 Chillum Place, NE Washington DC, proposes the Technical Assistance and Capacity Building Project at 3013 Belair Road. The project will provide a consultant, materials, and supplies to assist with strategic planning, board development and program evaluation to improve the operation of the organization.

The Saving Our Sister's mission is to provide support services and a safe, drug free residence for women who want to recover from drug and alcohol addiction.

2. <b>SAVING OUR SISTERS, INC.</b>	<b>\$ 15,000.00</b> <b>CITCP</b>
------------------------------------	-------------------------------------

The Saving Our Sisters, Inc. located at 5544 Chillum Place, NE Washington DC, proposes the Operation Support Project at 3013 Belair Road. The project will provide housing and support services to women recovering from addiction, develop and distribute substance abuse prevention/education materials to the community by offsetting associated costs for housing, materials/supplies, and project oversight.

The Saving Our Sisters mission is to provide support services and a safe, drug free residence for women who want to recover from drug and alcohol addiction.

## MINUTES

DHCD - cont'd

- |    |   |                              |
|----|---|------------------------------|
| 3. | <b>CITIZENS PLANNING AND HOUSING<br/>ASSOCIATION, INC. (CPHA)</b> | <b>\$10,000.00<br/>CITCP</b> |
|----|---|------------------------------|

The CPHA located at 218 West Saratoga Street, 5<sup>th</sup> floor, proposes the Citizen Engagement in Broadway East & Oliver Project. The project's address will be North Avenue, Milton Avenue, Ensor Street and Biddle Street. Both neighborhoods have North Avenue as its northern boundary, Biddle Street as its southern edge and are bisected via major roadways, Gay Street in Broadway East and Harford Road in Oliver.

The project will enable CPHA to increase the level of participation in the community associations in both the Broadway East and Oliver neighborhoods. The CPHA will conduct an outreach campaign that will canvass the neighborhoods in order to discover talent to train and mentor in order to create strong community associations in both neighborhoods.

The CPHA's mission is to bring about a healthy, inclusive Baltimore by bringing together people and neighborhoods to create innovative solutions to challenging community-wide problems, empowering citizens with information and skills for advocacy, organizing and championing solutions through legislative and policy reforms.

The CPHA will soon be entering its 70<sup>th</sup> year, and throughout its long history has aggressively tackled many of the key challenges facing the region with core belief that informed and organized citizens are essential to improving the quality of life for everyone. The organization has tackled issues of slum housing, preserving parkland supporting neighborhoods, fighting liquor advertising, combating drug addiction and crime, addressing the broad regional trend issues that affect neighborhoods throughout the region. The CPHA has also supported neighborhood residents in organizing themselves to improve the conditions in their communities and becoming the "neighborhood leader's best friend."

## MINUTES

DHCD - cont'd

- |    |  |                              |
|----|--|------------------------------|
| 4. | <b>WOMEN'S HOUSING COALITION, INC.<br/>(WHC)</b> | <b>\$40,000.00<br/>CITCP</b> |
|----|--|------------------------------|

The WHC located at 119 E. 25<sup>th</sup> Street, proposes the WHC's Wellness Program for low-income women and families at the Bennett House. The project will enable the WHC to assist women in its residential programs to take a more active approach to their own health and well-being. The WHC will be instituting an individualized physical health assessment for each woman presently in the program and for women entering in the future. The assessments will provide baseline data concerning illnesses and risk factors actually present in the population of women in the program and will help in the design of specific service programs to respond to those women in need of health and well-being services.

To perform these health assessments, the WHC is partnering with People's Community Health Centers, Inc., a well established health provider for low-income individuals throughout Baltimore City. Health Fairs will be conducted by medical staff for women already in WHC's programs at the Bennett House residence. The WHC's mission is dedication to breaking the cycle of homelessness in Baltimore City for women and their children by fostering their economic and social independence and by advocating for the increased availability of quality, affordable housing.

Founded in 1979, the WHC has been at the forefront in the development of housing options and services to low-income homeless women. The WHC was established from a coalition of women who organized around the lack of services for homeless women in Baltimore City. The WHC operates five permanent supporting housing projects, which offer housing and services to 120 women and 40 children each year.

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

**MINUTES**

Department of Housing and - Subordination of Existing Loan  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the subordination of an existing loan with the Franklin Square School Associates Limited Partnership. The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development and the Director of Finance to execute any and all required documents subject to review and approval of the Law Department.

**AMOUNT OF MONEY AND SOURCE:**

There are no City funds requested.

**BACKGROUND/EXPLANTION:**

On or about November 10, the City made a loan in the principal amount of \$100,000.00 (existing City loan) to Franklin Square School Associates, a Maryland Limited Partnership, now known as Franklin Square School Associates Limited Partnership (the borrower) as part of the financing for construction and rehabilitation of 65 units of housing for low and moderate income families, located in the Franklin Square Urban Renewal Area (the Project). The loan accrued interest at a rate of 1% per annum, but no repayment of principal or payment of interest was to be made except from surplus cash as such term is defined by HUD regulations. Repayment of the existing City loan is due only under certain specified conditions, including the sale or refinancing of the subordinate loan to an existing loan in the original principal amount of \$2,259,700.00 (the original senior loan) that was secured by a Deed of Trust dated November 17, 1982.

The existing City loan is currently the original senior loan. The borrower has decided to refinance the transaction and is participating in HUD's "Mark to Market" Program. In connection with the program, HUD has issued a commitment to restructure the transaction as follows:

## MINUTES

DHCD - cont'd

HUD, acting through the Office of Affordable Housing Preservation (OAHP), will authorize Wells Fargo Bank N.A. to make a loan to the borrower in the approximate principal amount of \$1,783,200.00 (the Mark-to-Market Loan) that will be secured by a first-lien deed of trust. The Mark-to-Market Loan will have a term of 30 years and amortize over a 30-year term, and will have a fixed interest rate not-to-exceed 6.00%. In addition, the borrower will execute and deliver to the OAHP a Mortgage Restructuring Note in the approximate principal amount of \$1,915,706.07 (the restructuring loan, and collectively with the Mark-to-Market Loan, the "New Senior Loans") to be secured by a second-lien deed of trust. The Restructuring Loan will have a term of 30 years, have a fixed-interest rate not-to-exceed 3.00%, will be payable from a portion of surplus cash as determined by HUD. The New Senior Loans will be non-recourse, except that partners of the borrower may be liable to HUD in their individual capacity for violations of the Regulatory Agreement. However, such violations will not cause the loan to become recourse to the borrower or its partner(s). A portion of the proceeds of the New Senior Loans will be used to payoff the original senior loan.

In addition, as required by the Program, the Borrower will execute and deliver to OAHP certain use and other agreements (collectively, the OAHP Regulatory Agreements) ensuring that the Project and the borrower comply with the requirements of the Program.

The New Senior Loans will not be made unless various OAHP requirements are met, including (but not limited to) subordinating the payment terms of the existing City loan to the New Senior Loans and subordinating any lien that may secure the existing City loan to the liens securing the New Senior Loans and the OAHP Regulatory Agreements. The OAHP is also requiring

## MINUTES

DHCD - cont'd

that the subordination meet its requirements with regard to issues including (but not limited to) flow of funds, use of insurance proceeds, and rights during foreclosure and that the City amend its loan documents to be consistent with such requirements. The Law Department will review all agreements and amendments as to form and legal sufficiency. It is requested that the Law Department, with the concurrence of the Commissioner of the Department of Housing and Community Development and the Director of Finance, be permitted to approve all agreements and amendments to documents evidencing the existing City loan that are not inconsistent with this memorandum.

**MBE/WBE PARTICIPATION:**

N/A

**THE DEPARTMENT OF FINANCE RECOMMENDED APPROVAL.**

**(FILE NO. 56498)**

UPON MOTION duly made and seconded, the Board approved the subordination of an existing loan with the Franklin Square School Associates Limited Partnership. The Board also authorized the Commissioner of the Department of Housing and Community Development and the Director of Finance to execute any and all required documents subject to review and approval of the Law Department.

**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 Mr. Maurice Kline, developer, for the sale of the property located at 832 Lemmon Street (Block 0254, Lot 083).

**AMOUNT OF MONEY AND SOURCE:**

\$1,000.00 - Sale price

**BACKGROUND/EXPLANATION:**

The project will consist of converting the property into a parking lot and green space. Property owners in the City are given the opportunity to purchase City-owned vacant lots that are adjacent to their property. Mr. Kline, a resident of the City, and the Hollins Market Neighborhood, qualifies to purchase the property. Mr. Kline owns the adjacent property at 841 ½ West Lombard Street.

There is a stipulation in the LDA that the side yard cannot be developed or sold separately from the adjoining property at 841 ½ West Lombard Street.

**MBE/WBE PARTICIPATION:**

The property is not subject to Article 5, Subtitle 28 of the Baltimore City Code because the property will be used as a side yard, with no development occurring.

**(FILE NO. 56666)**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the land disposition agreement (LDA) with Mr. Maurice Kline, developer, for the sale of the property located at 832 Lemmon Street (Block 0254, Lot 083).

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the property located at 3128 Woodland Avenue by gift from Ms. Annie M. Johnson owner, **SUBJECT** to any outstanding municipal liens other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The City will pay for any title work and all associated settlement costs, not to exceed \$600.00 total.

**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.

Ms. Johnson has offered to donate her title to the property at 3128 Woodland 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 3128 Woodland Avenue are itemized as follows:

Cumulative Real Property Taxes 2010-2011

Total Taxes	\$357.00
Interest/Penalties	13.94
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	659.86
Tax Sale	0.00
Environmental Fine	<u>0.00</u>
Total Municipal Liens	<b>\$1,030.80</b>

**MINUTES**

DHCD - cont'd

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

UPON MOTION duly made and seconded, the Board approved the acquisition of the property located at 3128 Woodland Avenue by gift from Ms. Annie M. Johnson owner, **SUBJECT** to any outstanding municipal liens other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the property located at 1121 N. Bradford Street by gift from Ms. Sylvia Phyll, owner, **SUBJECT** to any outstanding municipal liens, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$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.

Ms. Phyll has offered to donate her title to the property at 1121 N. Bradford 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 1121 N. Bradford Street are itemized as follows:

**Cumulative Real Property Taxes 2008-2009**

Total Taxes	\$	23.80
Interest/Penalties		0.00
Other		0.00
Tax Sale		28,768.76
Miscellaneous Bills		349.87
Metered Water (Tax Sale)		0.00
Environmental Fine		0.00
Total Municipal Liens		<b>\$29,142.43</b>

## MINUTES

DHCD - cont'd

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

UPON MOTION duly made and seconded, the Board approved the acquisition of the property located at 1121 N. Bradford Street by gift from Ms. Sylvia Phyll, owner, **SUBJECT** to any outstanding municipal liens, other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the property located at 2034 Wilkens Avenue by gift from Citimortgage, Inc., owner, **SUBJECT** to any outstanding municipal liens other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$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.

Citimortgage, Inc. has offered to donate title to the property at 2034 Wilkens 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 2034 Wilkens Avenue are itemized as follows:

Cumulative Real Property Taxes 2000-2010

Total Taxes	\$ 595.00
Interest/Penalties	0.00
Other	0.00
Tax Sale	0.00
Miscellaneous Bills	0.00
Metered Water (Tax Sale)	0.00
Rental Registration	0.00
Total Municipal Liens	<u>\$ 595.00</u>

## MINUTES

DHCD - cont'd

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

UPON MOTION duly made and seconded, the Board approved the acquisition of the property located at 2034 Wilkens Avenue by gift from Citimortgage, Inc., owner, **SUBJECT** to any outstanding municipal liens other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a memorandum of understanding with Morgan State University. The period of the memorandum of understanding is November 1, 2010 through April 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$20,000.00 - 1001-000000-3572-327200-603051

**BACKGROUND/EXPLANATION:**

Under this memorandum of understanding, Morgan State University will conduct a Point in Time Census Study to count the number of unsheltered homeless individuals.

The memorandum of understanding is late because of a delay at the provider level.

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

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the memorandum of understanding with Morgan State University.

**MINUTES**

Department of Housing and Community - Agreement  
Development/Homeless Services (BHS)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Saint Vincent DePaul, Inc. The period of the agreement is October 1, 2010 through September 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$251,372.00 - 5000-586709-3570-333700-603051

**BACKGROUND/EXPLANATION:**

Under this agreement the Baltimore Homeless Services will designate St. Vincent DePaul Society of Baltimore, Inc. as the "Emergency Feeding Organization" (EFO). The organization will be responsible for the proper management and control of all activities pertaining to the receipt and distribution of commodities. A representative of the EFO will be authorized to sign on behalf of the BHS, request for commodities, reports and other documents necessary to the operation of the direct distribution program.

The agreement is late because of a delay at the administrative level.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the agreement with Saint Vincent DePaul, Inc.

**MINUTES**

Department of Housing and Community Development (DHCD) - Agreements and Supplemental and Amendatory Agreement No.1

The Board is requested to approve and authorize execution of the various agreements and the supplemental and amendatory agreement no. 1.

AGREEMENTS

1. **WOMEN'S HOUSING COALITION, INC.** **\$ 57,000.00**  
(WHC)

Account: 2089-208911-5930-437923-603051

The WHC will provide permanent housing, case management, and other support services to 95 low to moderate-income individuals and their children. The WHC serves formerly homeless women, aged 18 years and older, a majority of whom suffer from chronic mental illness, substance abuse, and disabilities.

The support services will include personal service plans developed with a case manager, referrals to health care, education/literacy services, employment/training programs, advocacy, an education fund, transportation assistance, free legal services, a matched savings program, parenting classes, and computer training.

The permanent housing will be provided at the Margaret J. Bennett House (SRO) located at 14 E. Franklin Street, the Susana Wesley House located at 607 Park Avenue, the Calverton Residence located at 119 E. 25<sup>th</sup> Street, the Margaret Jenkins House, located at 2226 Maryland Avenue, and scattered-site apartments throughout Baltimore City. Under the terms of this agreement, the funds will be used to subsidize the operating costs of the WHC. The period of the agreement is July 1, 2010 through June 30, 2011.

**FOR THE FY 2011, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$24,425.00, AS FOLLOWS:**

**MBE:** \$3,664.00

**WBE:** \$1,221.00

## MINUTES

DHCD - cont'd

2. **JOHNSTON SQUARE COMMUNITY DEVELOPMENT CORPORATION, INC.** **\$ 31,825.00**

Accounts: 2089-208911-5930-432926-603051	\$ 12,163.00
2089-208911-5930-432981-603051	\$ 12,662.00
2089-208911-5930-432983-603051	\$ 7,000.00

The Johnston Square Community Development, Inc. is responsible for providing citizen participation in the planning and implementation of Community Development Block Grant activities in the Johnston Square community. Under the terms of this agreement, the funds will be used to subsidize the operating costs of the organization. The period of the agreement is August 1, 2010 through July 31, 2011.

**MWBOO GRANTED A WAIVER.**

3. **GARWYN OAKS/NORTHWEST HOUSING RESOURCE CENTER, INC.** **\$ 58,600.00**

Accounts: 2089-208911-5930-437791-603051	\$ 28,119.00
2089-208911-5930-437781-603051	\$ 17,579.00
2089-208911-5930-437783-603051	\$ 12,902.00

The organization operates a housing resource center to provide housing counseling and to carry out activities to attract and retain homeowners in the Garwyn Oaks area by promoting the community as a viable place to live. Under the terms of this agreement, the funds will be used to subsidize the operating costs of the organization. The period of the agreement is August 1, 2010 through July 31, 2011.

**MWBOO GRANTED A WAIVER.**

## MINUTES

DHCD - cont'd

4. **COMMUNITIES ORGANIZED TO IMPROVE LIFE, INC. (COIL)** **\$ 27,170.00**

Account: 2089-208911-5930-426726-603051

The purpose of this agreement is to subsidize the operating costs of the Neighborhood Development Southwest Sanitation Program in Southwest Baltimore. The services provided under this program include community clean-up, beautification projects, emergency assistance, and referral services. Under the terms of this agreement, the funds will be used to maintain a Project Director to administer the program. The period of the agreement is July 1, 2010 through June 30, 2011.

**MWBOO GRANTED A WAIVER.**

5. **PARK HEIGHTS RENAISSANCE, INC. (PHR)** **\$ 86,904.00**

Account: 2089-208911-5930-682162-603051

The PHR will administer a rehabilitation deferred loan program for low and moderate-income, owner-occupant households that reside in the Park Heights Stabilization Area as defined by the Park Heights Master Plan. The PHR will assist homeowners with developing rehabilitation specifications, cost estimates, contractor selection, and construction management. The period of the agreement is July 1, 2010 through June 30, 2011.

**FOR THE FY 2011, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$22,400.00, AS FOLLOWS:**

**MBE: \$2,240.00**

**WBE: \$1,120.00**

## MINUTES

DHCD - cont'd

6. **BALTIMORE READS, INC.** **\$ 46,740.00**

Account: 2089-208911-5930-423734-603051

Baltimore Reads, Inc. will provide adult literacy services and job readiness training at the Ripkin Adult Learning Center. The organization will offer an English as a Second Language Program at its main office. In addition, Baltimore Reads, Inc. will provide Adult Basic Education, Pre-GED and GED classroom instruction, individual tutoring, and monthly employability workshops. Non-reader and Pre-GED services will be provided free to low and moderate-income City residents. The period of the agreement is July 1, 2010 through June 30, 2011.

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

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

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

## MINUTES

DHCD - cont'd

SUPPLEMENTAL AND AMENDATORY AGREEMENT NO. 1

7. VOLUNTEERS OF AMERICA CHESAPEAKE, \$ 0.00  
INC.

On January 27, 2010, the Board approved the original agreement, in the amount of \$50,000.00, to subsidize the organization's operating costs at the Harford Senior Center for the period December 1, 2009 through November 30, 2010. This no-cost supplemental and amendatory agreement no. 1 will extend the period of the agreement through March 31, 2011. All other terms and conditions of the original agreement, including MWBOO requirements, remain unchanged.

**AUDITS NOTED THE TIME EXTENSION.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED (ITEM NOS. 1-6) AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the foregoing agreements and the supplemental and amendatory agreement no. 1. The Mayor **ABSTAINED** on item No. 5.

**MINUTES**

Department of Housing and - Head Start Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Head Start agreement with Catholic Charities of Baltimore, Inc., delegate agency for St. Jerome Head Start Program. The period of the agreement is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$1,390,231.00 - 4000-486311-6051-516600-603051

**BACKGROUND/EXPLANATION:**

The organization will provide Head Start services for 258 children and their families in Baltimore City. A three-month advance of funds was approved by the Board on June 16, 2010 in the amount of \$463,411.00.

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

**MBE/WBE PARTICIPATION:**

<b>MBE:</b> Charm City Caterers	\$155,000.00	8.36%
City Wide Bus Company		*See Below
Expressly Yours, Gloria, Inc.	1,000.00	0.05%
<b>Total</b>	<b>\$156,000.00</b>	<b>8.41%</b>
<b>WBE:</b> Curry Printing & Copy Center	\$ 3,000.00	0.16%
Flowers by Chris, Inc.	300.00	0.02%
<b>Total</b>	<b>\$ 3,300.00</b>	<b>0.18%</b>

\*City Wide Bus Company is not certified as a MBE with Baltimore City.

## MINUTES

DHCD - cont'd

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a Head Start agreement with Catholic Charities of Baltimore, Inc., delegate agency for St. Jerome Head Start Program. The President **ABSTAINED**.

**MINUTES**

Department of Housing and - Grant Award  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acceptance of a grant award from the Maryland State Department of Education, Division of Early Childhood Development. The period of the agreement is October 1, 2010 through September 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$573,653.00 - Baltimore City Head Start  
30,814.00 - Martin Luther King, Jr. Early Head Start  
**\$604,467.00** - 5000-586811-6051-449900-603051

**BACKGROUND/EXPLANTION:**

Maryland State funds are awarded to supplement Federal Head Start funds for the following purpose:

- Enhance the school readiness of Head Start and Early Head Start children by providing expanded hours and/or days of services to eligible children, birth to five who are currently enrolled in or who are scheduled to enter an Early Head Start or Head Start program, and children who will attend kindergarten in the fall of the following year.
- Address the full-day, year-round needs of parents who are working, attending an educational program or attending job training.
- Implement Quality improvement measures for accreditation.
- Ensure Curricular and instructional alignment with the Head Start Child Outcomes Framework and the Maryland Model for School Readiness.
- Provide a mechanism for eligible families to apply for subsidy funding from the local Department of Social Services for reasons such as, if there is a delay in receiving a voucher, an inability to comply with the subsidy co-payment requirement.

## MINUTES

DHCD - cont'd

Baltimore City Head Start will use the State allocation of \$573,653.00 to continue to extend hours of service to approximately 500 three and four year old children currently enrolled in the Baltimore City Head Start program. This will provide families with a two-month summer program to operate, five days per week, six hours per day. Nine Head Start programs and one Early Head Start program will continue to participate in this collaboration; Baltimore City Child Care Resource Center, St. Vincent de Paul Head Start-NW, Emily Price Jones Head Start, Herring Run Head Start, UMOJA Head Start, YUBI Head Start, St. Jerome's Head Start, St. Paul Community Head Start, Dayspring Head Start, and the Martin Luther King, Jr./Early Head Start Program.

The Martin Luther King, Jr., Early Head Start program will use the allocated amount of \$30,814.00 to serve 178 zero to three year old children currently enrolled in the Baltimore City Head Start program. The program will also enhance program quality by increasing the credentials of the current family services staff by collaborating with a local provider to offer Child and Family Development Training on-site. In addition, the program will ensure all MLK classrooms serving children between the ages of 12 months to 36 months meet and/or exceed the Maryland State Department of Education child/staff ratio for this age group.

**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 the acceptance of the grant award from the Maryland State Department of Education, Division of Early Childhood Development. The President **ABSTAINED**.

**MINUTES**

Department of Housing and Community Development (DHCD) - Supplemental HOME Investment Partnership Program Loan

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a supplemental HOME Investment Partnerships Program Loan to TRF Development Partners-Baltimore, LLC and an amendment to prior approvals. 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:**

\$150,000.00 - 9910-908990-9610

<u>SOURCES</u>		<u>USES</u>	
First Lender	\$2,223,500.00	Acquisition	\$ 296,531.00
HOME Funds	1,300,000.00	Construction	2,739,354.00
Community Legacy	232,000.00	Professional Fees	211,031.00
FHLB AHP	238,495.00	Financing Fees	119,521.00
TRF - Housing Incentive Fund	66,114.00	Soft Costs	617,068.00
		Project Contingency	76,604.00
<b>TOTAL</b>	<b>\$4,060,109.00</b>	<b>TOTAL</b>	<b>\$4,060,109.00</b>

**BACKGROUND/EXPLANATION:**

The TRF Development Partners, Inc. (TRF Development), a Pennsylvania non-profit corporation established by The Reinvestment Fund (TRF), has partnered with B.U.I.L.D. in an attempt to revitalize the Oliver community of East Baltimore by seeking to create over 120 units of newly-constructed and rehabilitated affordable single-family housing in the community (the Development).

## MINUTES

DHCD - cont'd

On July 23, 2008, the Board approved a HOME Investment Partnerships Program loan (the Original HOME Loan) in an amount not to exceed \$1,150,000.00 to the TRF Development Partners - Oliver, LLC (TRF Oliver) to assist with the new construction of 30 for-sale homeownership units (the Original Phase IA Project) within the Development.

On September 2, 2009, the Board approved two technical amendments to the 2008 Memorandum. First, the 2009 Memorandum approved changing the borrowing entity with respect to the Original HOME Loan from TRF Oliver to TRF Development Partners - Baltimore, LLC (TRF Baltimore) in order to satisfy the "certified housing development organization" (CHDO) rules under the HOME program. The 2009 Memorandum then authorized the TRF Development to pick the final 30 units that would make up the Original Phase IA Project from a list of approximately 45 addresses rather than be limited to the 30 specific addresses set forth in the 2008 Memorandum.

Due to the recent turmoil in the financial and real estate markets, the efforts of the TRF Development and its partners have been hampered, even though over \$5,200,000.00 has been invested into and made a real impact on the community. Because of market conditions, the TRF Development believes that to make the Development viable, it needs to alter the housing product it is currently producing by shifting away from developing higher priced newly-constructed homes and towards more affordably priced rehabilitated homes.

As such, the Board is asked to approve two additional changes.

## MINUTES

DHCD - cont'd

First, the Board is asked to approve the following change in the scope of the project to be financed by the HOME Loan:

CURRENT APPROVAL: the Original HOME Loan will finance the new construction of 30 units to be located on 30 of the listed addresses:

- 1513, 15, 17, 19, 21, 23, 25, 27, 29, and 31 East Preston Street;
- 1607, 09, 11, 13, and 15, 27, 29, and 31 East Preston Street;
- 1209, 11, 13, and 15 North Bond Street;
- 1204, 1212, and 1214 North Caroline Street;
- 1316, 18, 20, 22, 24, 26, 28, 30, 32, 34, and 36 North Bond Street; and
- 1301, 03, 05, 07, 09, 11, 13, 15, 17, 19, 21, 23, 25, 27, and 29 North Bond Street

REQUESTED CHANGE: (the New Oliver Phase IA Project): the HOME Loan will finance the rehabilitation of 20 existing units at the listed addresses:

- 1604, 1607, 1609, 1611, 1613, 1615 E. Preston Street
- 1204, 1219, 1223, 1225, 1227, 1229, 1233, 1237, 1239 N. Bond Street
- 1325 N. Caroline Street; and
- 1516, 1518, 1520, 1522 E Biddle Street

Second, the Board is asked to approve a supplemental HOME Investment Partnerships Program Loan in an amount not to exceed \$150,000.00 (the Supplemental HOME Loan, and together with the Original HOME Loan, the HOME Loan) to the TRF Baltimore, the proceeds of which will be used to write down an additional portion of the sales price of 15 units within the New Oliver Phase IA Project. The additional five units that will constitute the New Oliver Phase IA Project have already been constructed and are under contract to be sold. The shift to rehabilitation from new construction and addition of the HOME Supplemental Loan will allow the TRF Development to market these 15 units for an approximate base price of \$100,000.00, which is more consistent with the current market demand. This also allows the TRF Development to delay the production of the more expensive newly-constructed homes until market demand picks up. Given the realities of the current residential real estate market, the TRF Development believes that meeting the current

## MINUTES

DHCD - cont'd

demand for more affordable homes is a better approach than letting higher-priced homes sit unoccupied because of lack of demand.

PARTICIPATING PARTIES:

A. Borrower

The TRF Development Partners - Baltimore, LLC is the borrower under the Original HOME Loan and will be the borrower under the Supplemental HOME Loan.

B. General Contractor/Design Builder

As the New Oliver Phase IA Project is no longer new construction, the TRF Development has retained Certified Construction Management, LLC, to be the design-builder for the New Oliver Phase IA Project.

C. Participating Lenders

Supplemental HOME Loan:

The Supplemental HOME Loan will accrue interest at an interest rate of zero percent per annum on sums advanced. The Supplemental HOME Loan will be cross-defaulted with the Original HOME Loan. The Supplemental HOME Loan will be non-recourse debt.

As the units making up the New Phase IA Project are sold to buyers eligible under the terms of the HOME program (the HOME Qualified Buyer), each HOME Qualified Buyer will assume a portion of obligations of the Original HOME Loan (the Buyer's HOME Loan) and an equal portion of the TRF Baltimore's obligations under the HOME Loan will be released. At the same time, any lien of the Original HOME Loan and the Supplemental HOME Loan will be released with respect to such purchased unit, if applicable.

**MINUTES**

DHCD - cont'd

The Buyer's HOME Loan will be evidenced by a promissory note and structured as a deferred loan. The HOME Qualified Buyer will execute and record a regulatory agreement continuing certain affordability and other restrictions required by the HOME program. The term of the Buyer's HOME Loan will be 20 years commencing from the date of purchase (the Period of Affordability) and will have an interest rate of zero percent per annum. If the HOME Qualified Buyer complies with all applicable terms and covenants of the Buyer's HOME Loan through the Period of Affordability, the Buyer's HOME Loan will be forgiven in its entirety. In the event a conveyance or a refinancing occurs during the Period of Affordability, the HOME Qualified Buyer is required to repay the Department out of net proceeds an amount equal to the original principal amount of the Buyer's HOME Loan less five percent for each year the HOME Qualified Buyer has lived in the Unit. Upon any other event of default, the HOME Qualified Buyer may be required to repay all or a portion of the Buyer's HOME Loan.

The Department will be entitled to a 50% share of any and all excess sales proceeds after the developer (i) earns no more than 10% in profit and overhead based on a cost certification, and (ii) is reimbursed for documented predevelopment overhead on the project for such items, in such amounts and for such periods as are approved by the Department.

The total amount of HOME funds allocated to the project will now be \$1,300,000.00. All other terms and conditions of the Board's prior approval will remain in full force and effect.

The Director of Finance has reviewed and recommends Board approval.

**APPROVED FOR FUNDS BY FINANCE**

**MBE/WBE PARTICIPATION:**

Article 5, Subtitle 28 of the Baltimore City Code Minority and Women's Business Program is fully applicable and no request for a 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>
\$150,000.00	9910-902985-9587	9910-908990-9610
Federal HOME	HOME FY 2009	TRF - Oliver Phase
FY2009	Reserve	1A
	Liberty Dam	

This transfer will provide HOME funds to the TRF Development Partners for the rehabilitation of housing units within the New Oliver Phase 1A project.

**(FILE NO. 56376)**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a supplemental HOME Investment Partnerships Program Loan to TRF Development Partners-Baltimore, LLC and an amendment to prior approvals. The Board further 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.

**MINUTES**

Bureau of Water and Wastewater - Amendment No. 2 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of amendment no. 2 to agreement with Johnson, Mirmiran, and Thompson, Inc. (JMT) under Project No. 1083. The period of the amendment no. 2 to agreement is December 10, 2010 through December 9, 2011, with no renewal options remaining.

**AMOUNT OF MONEY AND SOURCE:**

\$ 1,288,806.65 - Various Accounts

**BACKGROUND/EXPLANATION:**

On December 10, 2008 the Board approved the original agreement in the amount of \$1,288,806.65. The period of the original agreement was December 10, 2008 through December 9, 2009. On December 23, 2009 the Board approved the first of two 1-year renewal options in the amount of \$1,288,806.65. This amendment no. 2 to agreement will exercise the second 1-year renewal option in the amount of \$1,288,806.65 bringing the total award to \$3,866,419.95. All other terms and conditions of the original agreement will remain unchanged.

Under this amendment no. 2 to agreement the JMT will continue to perform Design Engineering Project Management Services. The consultant provides personnel of specific disciplines to support overall Design Engineering Project Management requirements as directed by the Water and Wastewater Engineering Division.

## MINUTES

BW&WW - cont'd

MBE/WBE PARTICIPATION:

<b>MBE:</b> EBA Engineering	<b>\$272,771.19</b>	<b>21.16%</b>
<b>WBE:</b> Ross Technical Services, Inc.	\$ 69,000.00	5.35%
CL Warfield & Associates, Inc.	<u>22,648.00</u>	<u>1.76%</u>
<b>Total:</b>	<b>\$ 91,648.00</b>	<b>7.11%</b>

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized the execution of amendment no. 2 to agreement with Johnson, Mirmiran, and Thompson, Inc. (JMT) under Project No. 1083. The President **ABSTAINED.**

**MINUTES**

Bureau of Water and Wastewater (BW&WW) - On-Call Agreement for  
Project No. 1110R

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Rummel, Klepper & Kahl, LLP for Project No. 1110R, On-Call Environmental Restoration Design and Engineering Services. The period of the agreement is effective upon Board approval for three years, or until the upset limit is reached, whichever comes first.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - Aggregate amount

Accounts various - based on individual tasks

**BACKGROUND/EXPLANATION:**

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

The cost of services rendered will be negotiated on a not-to-be exceeded negotiated price for each task assigned. The Department of Audits and the Minority and Women's Business Opportunity Office will review the payroll rates and multiplier for each task for compliance with the original agreement.

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

**MBE/WBE PARTICIPATION:**

<b>MBE:</b> E.B.A. Engineering, Inc.	\$210,000.00	21.00%
Reviera Enterprises, Inc.	60,000.00	6.00%
<b>Total</b>	<b>\$270,000.00</b>	<b>27.00%</b>

## MINUTES

BW&WW - cont'd

<b>WBE:</b> Floura Teeter Landscape Architects, Inc.	\$ 55,000.00	5.5%
Elizabeth Anderson Comer/ Archaeology, Inc.	<u>35,000.00</u>	<u>3.5%</u>
<b>Total</b>	<b>\$ 90,000.00</b>	<b>9.0%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

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

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the agreement with Rummel, Klepper & Kahl, LLP for Project No. 1110R, On-Call Environmental Restoration Design and Engineering Services. The President **ABSTAINED.**

**MINUTES**

Bureau of Water and Wastewater - Post Award Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a post award agreement with Johnson, Mirmiran & Thompson, Inc. (JMT), for SC 867, Rehabilitation of Southwest Diversion Pressure Sewer, Phase II. The period of the agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$ 81,568.93 - Wastewater Revenue Bonds  
287,855.58 - Baltimore County  
**\$369,424.51** - 9956-907612-9551-900020-703032

**BACKGROUND/EXPLANTION:**

On January 9, 2008, the Board approved the original agreement. Task C.8 of the agreement provided that at the option of the City, and for a fee to be negotiated, consultant may provide post award services. The Bureau of Water and Wastewater now wishes to exercise that option so that the consultant can provide certain engineering services such as a pre-construction meeting, review and tracking of shop drawings/and submittals, review of submittals, technical consultations, coordination, RFI and change orders reviews, conditional and final acceptance reviews and as-built and record drawings reviews. The consultant was originally approved by the Office of Boards and Commissions and Architectural and Awards Commissions.

**MBE/WBE PARTICIPATION:**

<b>MBE:</b>	EBA Engineering, Inc.	\$35,218.90	9.53%
	Findling, Inc.	\$42,733.53	11.57%
<b>WBE:</b>	Peer Consultants, P.C.	\$25,885.02	7.01%

## MINUTES

BW&WW - cont'd

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the post award agreement with Johnson, Mirmiran & Thompson, Inc. (JMT), for SC 867, Rehabilitation of Southwest Diversion Pressure Sewer, Phase II. The President **ABSTAINED**.

**MINUTES**

Bureau of Water and Wastewater - Amendment No. 2 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of amendment no. 2 to agreement with for Project 1035, Utility Cost of Services, Rate, and Financial Consulting Services. The amendment no. 2 extends the agreement through December 5, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$394,514.50 - 2070-000000-5541-399300-603026  
394,514.50 - 2071-000000-5541-398601-603026  
**\$789,029.00**

**BACKGROUND/EXPLANTION:**

On June 6, 2007, the Board approved the original agreement in the amount of \$998,307.00 for three years. On May 12, 2010, the Board approved amendment no. 1 to extend the agreement for an additional year and increased funds by \$722,290.00.

The consultant will continue to provide utility costs of service, rate, and financial consulting services for the Bureau of Water and Wastewater. Under this amendment, the consultant will finalize a financial planning model, perform a cost of service study, provide ongoing inter-jurisdictional support and financial analyst staffing support and develop storm water management funding. This amendment no. 2 to agreement will extend the agreement for six months and increase funds by \$789,029.00; and make the total amount of the agreement \$2,509,626.00.

## MINUTES

BW&WW - cont'd

**MBE/WBE PARTICIPATION:**

<b>MBE:</b>	Peer Consultants, Inc.	\$150,000.00	19%
<b>WBE:</b>	King, King & Associates	\$ 71,000.00	9%

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized the execution of amendment no. 2 to agreement with for Project 1035, Utility Cost of Services, Rate, and Financial Consulting Services. The President **ABSTAINED**. The Comptroller **ABSTAINED**.

**MINUTES**

Bureau of Water and Wastewater - On-Call Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 013 to EA Engineering, Science and Technology under Project No. SWC 1053, On Call Solid Waste Management Engineering Services at Quarantine Road Landfill.

**AMOUNT OF MONEY AND SOURCE:**

\$ 53,890.28	-	2070-000000-5540-393020-705032	-	WC 1196
54,680.00	-	2071-000000-5460-394204-705032	-	WC 1196
35,750.00	-	9960-904681-9557-900020-705032	-	WC 1195
32,875.00	-	9960-903682-9557-900020-705032	-	WC 1198
16,069.00	-	2071-000000-5460-394203-705032	-	WC 1193
<b>\$193,264.28</b>				

**BACKGROUND/EXPLANATION:**

The consultant will perform Task No. 013 under Project WC 1053 accordance with their proposal dated July 12, 2010.

Under this task the consultant will provide continued inspection and construction management services. The service is required to provide prompt responses for emergencies.

**MWBOO SET GOALS OF 24.52% FOR MBE AND 8.58% FOR WBE.**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized the assignment of Task No. 013 to EA Engineering, Science and Technology under Project No. SWC 1053, On Call Solid Waste Management Engineering Services at Quarantine Road Landfill. The President **ABSTAINED**. The Comptroller **ABSTAINED**.

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

The Board is requested to approve and authorize execution of an agreement with Rummel, Klepper & Kahl, LLP under WC 1207, Study of Liberty Dam Ground Maintenance Complex Improvements. The period of the agreement is effective upon Board approval for one year or until the upset limit is reached, whichever occurs first

**AMOUNT OF MONEY AND SOURCE:**

\$201,019.55 - 9960-905919-9557-900020-706032

**BACKGROUND/EXPLANATION:**

The consultant will provide engineering services for the study of improvements to the Liberty Dam Ground Maintenance Complex. The Consultant will review existing documents and drawings for original construction and modification related to the Liberty Dam Ground Maintenance Complex. The consultant will also conduct multi-discipline field inspections to examine the current conditions of the facility. Finally, the consultant will provide the City a final report of recommendations of areas of improvement for the facility. The consultant was approved by the Architect and Engineering Award Commission on December 16, 2009.

**MBE/WBE PARTICIPATION:**

<b>MBE:</b>	A S Architects, Inc.	\$28,508.25	14.18%
	RJM Engineering, Inc.	<u>25,986.34</u>	<u>12.93%</u>
		\$54,494.59	27.11%
<b>WBE:</b>	Phoenix Engineering, Inc.	\$10,620.61	5.28%
	Carroll Engineering, Inc.	5,983.00	2.98%
	Mahan Rykiel Associates	<u>8,398.28</u>	<u>4.18%</u>
		\$25,001.89	12.44%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

MINUTES

DPW - cont'd

APPROVED FOR FUNDS BY FINANCE

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$105,000.00 County Appro- priations	9960-906921-9558 Constr. Res. Building Improvements Liberty Dam	
145,000.00 Water Rev. Bonds	" "	
10,372.75 Water Rev. Bonds	9960-903084-9558 Constr. Res. Montebello Plant	
<u>\$260,372.75</u>		
\$201,427.00	-----	9960-905919-9557- 900020-3 Engineering
58,945.75	-----	9960-905919-9557- 900020-9 Administration
<u>\$260,372.75</u>		

The funds are required to cover the cost of WC1207, Liberty Dam Ground Maintenance Complex. (BD 10607)

## MINUTES

BW&WW - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized the execution of an agreement with Rummel, Klepper & Kahl, LLP under WC 1207, Study of Liberty Dam Ground Maintenance Complex Improvements. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter. The President **ABSTAINED**.

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

The Board is requested to approve and authorize execution of Task 003 with Rummel, Klepper & Kahl, LLP under Project 1101R, Construction Claims Review Services in accordance with their proposal dated February 4, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$100,000.00	-	9956-910533-9551-900010-705032
80,000.00	-	9956-904561-9551-900020-705032
26,925.77	-	9956-901591-9551-900020-705032
30,000.00	-	9956-906410-9551-900020-705032
<u>30,000.00</u>	-	<u>9956-901858-9551-900020-705032</u>
<b>\$266,925.77</b>		

**BACKGROUND/EXPLANATION:**

The consultant will assist the Bureau with the migrating of our capital construction information database which contains change orders, claims, and construction records from the last 20 years, from the former database source to a City Server. They will also assist with construction schedule review, change orders and claims evaluations, project record auditing and related engineering and inspection services on various projects.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized the execution of Task 003 with Rummel, Klepper & Kahl, LLP under Project 1101R, Construction Claims Review Services in accordance with their proposal dated February 4, 2010. The President **ABSTAINED**.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

On the recommendations of the City agencies  
hereinafter named, the Board,  
UPON MOTION duly made and seconded,  
awarded the formally advertised contracts  
listed on the following pages:

**4373 - 4375**

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

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

1. B50001674, Collection: Harris & Harris, LTD Revenue  
Delinquent Parking Contract  
Fines, Fees, and  
Penalties

**MBE:** HR Strategies & 3.00%  
Solutions, Inc.

**WBE:** Kennedy Personnel, 3.00%  
Services

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**A REQUEST FOR THE DEFERRAL OF RECOMMENDATION OF AWARD WAS RECEIVED FROM LINEBARGER, GUGGAN, BLAIR, & SAMPSON, LLP**

2. B50001651, Provide Simply Good, LLC Revenue  
Concession Stand Staff Contract  
and Services

**MWBOO GRANTED A WAIVER.**

3. B50001660, Weather- Lake Region, Inc. \$450,200.00  
iation Assistance  
Program for Refridge-  
rator Replacement

**MWBOO SET GOALS OF 10% MBE AND 7% WBE**

**MBE:** J&J Moving & 10.13%  
Hauling, Inc.

**WBE:** Roane's Rigging & 7.11%  
Transfer Co., Inc.

**A LETTER OF PROTEST WAS RECEIVED FROM HAWKEYE CONSTRUCTION, LLC.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

4. B50001535, Brochure - **REJECTION** - On September 1, 2010, eight bids were received and opened. Three bidders were found non-responsive and the samples provided by the remaining five bidders did not meet specifications.  
Creation for Baltimore Convention Center

Department of Transportation

5. TR 07025, Mount Auburn Cemetery Perimeter Rehabilitation P & J Contracting Co., Inc. \$582,277.00

<b>MBE:</b> RBJ Contracting Co., Inc.	\$ 60,000.00	10.30%
Sparks Quality Fencing Co., Inc.	<u>110,000.00</u>	<u>18.89%</u>
<b>Total:</b>	<b>\$170,000.00</b>	<b>29.19%</b>

**WBE:** Cleo Enterprises, Inc. \$ 60,000.00 10.30%

**MWBOO FOUND VENDOR IN COMPLIANCE**

**A LETTER OF PROTEST HAS BEEN RECEIVED FROM WRIGHT, CONSTABLE & SKEEN, L.L.P. REPRESENTING R&F CONSTRUCTION, LTD.**

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation - cont'd

6. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$724,317.06	9950-906624-9528	
MVR	Constr. Res.	
	Mt. Auburn Cemetery	
	Rehab.	
\$582,277.00	-----	9950-905624-9527-6
		Structure and
		Improvements
58,227.70	-----	9950-905624-9527-5
		Inspections
54,698.51	-----	9950-905624-9527-3
		Design & Studies
<u>29,113.85</u>	-----	9950-905624-9527-2
<b>\$724,317.06</b>		Contingencies
		Mt. Auburn Cemetery
		Perimeter Rehab.

The transfer will clear the deficit in the account and fund costs associated with award of the Contract No. 07025 assigned to P & J Contracting Co., Inc.

MINUTES

Parking Authority for - Parking Facility Operations and  
Baltimore City (PABC) Management Agreements

**ACTION REQUESTED OF B/E:**

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

**VENDOR**

**FACILITY**

1. **LANDMARK PARKING, INC.**

**PENN STATION GARAGE  
 1511 ST. PAUL STREET**

The period of the agreement is March 1, 2010 through March 31, 2011.

\$211,258.00	-	2075-000000-5800-407600-603016	Maint. and Repair
40,327.00	-	2075-000000-5800-407600-603026	Mgmt. & Incentive
53,415.00	-	2075-000000-5800-407600-603038	Security
<b>\$305,000.00</b>			

<b>MBE:</b>	TGM, Inc.	\$58,367.00	41.69%
<b>WBE:</b>	Sue Ann's Office	\$ 3,000.00	2.14%
	Supply		
	Eastwood Painting	8,000.00	5.72%
	Sign Solutions, Inc.	1,956.00	1.40%
	Fitch Dustdown	150.00	0.11%
		<b>\$13,106.00</b>	

\*Expenditures from non-manufacturing suppliers are limited to 25% of each MBE and WBE goal. Therefore, the amount allowed has been applied.

**MWBOO FOUND THE VENDOR IN COMPLIANCE.**

2. **CHESAPEAKE PARKING ASSOCIATES**

**WATER STREET GARAGE  
 414 WATER STREET**

\$364,686.00	-	2075-000000-5800-407300-603016	Maint. and Repair
42,000.00	-	2075-000000-5800-407300-603026	Mgmt. & Incentive
203,327.00	-	2075-000000-5800-407300-603038	Security
<b>\$610,013.00</b>			

## MINUTES

PABC - cont'd

<b>MBE:</b> TGM, Inc.	\$15,000.00	17.18%
<b>WBE:</b> Sign Solutions, Inc.	\$ 4,100.00	4.69%
Gee's Professional Cleaning	3,650.00	4.18%
Sue Ann's Office Supply	1,500.00	1.71%
B&B Lighting	465.00	0.53%*
Fitch Dustdown	<u>See note below*</u>	<u>0</u>
	<b>\$ 9,715.00</b>	<b>11.12%</b>

\*Expenditures from non-manufacturing suppliers are limited to 25% of each MBE and WBE goal. Therefore, the amount allowed has been applied.

**MWBOO FOUND THE VENDOR IN COMPLIANCE.**

**3. CHESAPEAKE PARKING ASSOCIATES                      LEXINGTON STREET GARAGE  
510 E. LEXINGTON STREET**

\$192,355.00	- 2075-000000-5800-407500-603016	Maint. and Repair
<u>36,000.00</u>	- 2075-000000-5800-407500-603026	Mgmt. & Incentive
<b>\$228,355.00</b>		

<b>MBE:</b> TGM, Inc.	\$ 9,900.00	17.51%
<b>WBE:</b> Sign Solutions, Inc.	\$ 3,824.00	6.75%
Sue Ann's Office Supply	<u>1,274.00*</u>	<u>2.25%</u>
	<b>\$ 5,098.00</b>	<b>9.00%</b>

\*Expenditures from non-manufacturing suppliers are limited to 25% of each MBE and WBE goal. Therefore, the amount allowed has been applied.

**MWBOO FOUND THE VENDOR IN COMPLIANCE.**

**4. LANDMARK PARKING INC.                                      FLEET AND EDEN GARAGE  
501 EDEN STREET**

\$200,858.00	- 2075-000000-5800-408300-603016	Maint. and Repair
54,000.00	- 2075-000000-5800-408300-603026	Mgmt. & Incentive
<u>5,000.00</u>	- 2075-000000-5800-408300-603038	Security
<b>\$259,858.00</b>		

## MINUTES

PABC - cont'd

<b>MBE:</b> TGM, Inc.	\$ 5,240.00	13.52%
B&B Lighting Supply	1,000.00	2.58%
Calmi Electric	1,000.00	2.58%
	<u>\$ 7,240.00</u>	<u>18.68%</u>
<b>WBE:</b> Sue Ann's Office Supply	\$ 872.00	2.25%
Eastwood Painting	2,000.00	5.16%
Sign Solutions, Inc.	738.00	1.90%
Fitch Dustdown	See note below*	0
	<u>\$ 3,610.00</u>	<u>9.31%</u>

\*Expenditures from non-manufacturing suppliers are limited to 25% of each MBE and WBE goal. Therefore, the amount allowed has been applied.

**MWBOO FOUND THE VENDOR IN COMPLIANCE.**

## 5. PMS PARKING INC.

**LITTLE ITALY GARAGE  
400 S.CENTRAL AVENUE**

\$213,159.00	- 2075-000000-5800-407900-603016	Maint. and Repair
52,396.00	- 2075-000000-5800-407900-603026	Mgmt. & Incentive
10,800.00	- 2075-000000-5800-407900-603038	Security
<u>\$276,355.00</u>		

<b>MBE:</b> TGM, Inc.	\$ 2,800.00	8.87%
G. E. Thompson	2,850.00	9.02%
Admiral Electric	5,850.00	18.52%
	<u>\$11,500.00</u>	

<b>WBE:</b> BFPE	\$ 6,000.00	19.00%
Sign A Rama	400.00	1.27%
Sue Ann's Office Supply	711.00*	2.25%
	<u>\$ 7,111.00</u>	<u>22.52%</u>

\*Expenditures from non-manufacturing suppliers are limited to 25% of each MBE and WBE goal. Therefore, the amount allowed has been applied.

**MWBOO FOUND THE VENDOR IN COMPLIANCE.**

## MINUTES

PABC - cont'd

## 6. REPUBLIC PARKING

MARKET CENTER GARAGE  
221 N. PACA STREET

The period of the agreement is July 1, 2010 through March 31, 2011.

\$173,459.00	- 2075-000000-5800-407100-603016	Maint. and Repair
45,000.00	- 2075-000000-5800-407100-603026	Mgmt. & Incentive
99,000.00	- 2075-000000-5800-407100-603038	Security
<u>\$317,459.00</u>		

<b>MBE:</b> TGM, Inc.	\$22,000.00	41.96%
<b>WBE:</b> Herbert Electric Co.	\$ 9,000.00	17.16%
AJ Stationers	<u>1,180.00*</u>	2.25%
	<b>\$10,180.00</b>	

\*Expenditures from non-manufacturing suppliers are limited to 25% of each MBE and WBE goal. Therefore, the amount allowed has been applied.

**MWBOO FOUND THE VENDOR IN COMPLIANCE.**

**BACKGROUND/EXPLANATION:**

These interim agreements will allow the Parking Authority to finalize the process of awarding a new agreement for the operation and management of the above listed garages.

When the previous agreement expired on July 1, 2010, the PABC was without a contract for the operation of the above listed facilities. The vendors continued to provide quality management services and have been working with the PABC to maintain the services until a new contract is awarded.

**MINUTES**

PABC - cont'd

The PABC attempted to amend the previous agreements after they expired but was advised that amending the expired agreements was not possible, leading to new agreements submitted late for Board approval.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS HAS REVIEWED AND HAS NO OBJECTION.**

**(FILE NO. 55897C)**

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

**MINUTES**Wage Commission - Prevailing Wage Rate Recommendation 2011**ACTION REQUESTED OF B/E:**

The Board is requested to approve the recommended Prevailing Wage Rates in accordance with Article 5, Subtitle 25, Baltimore City Code, to be paid to laborers, mechanics and apprentices on all projects awarded by the Mayor and City Council of Baltimore. The rates become effective for contracts that are advertised on or after December 31, 2010.

**BACKGROUND/EXPLANATION:**

The submitted recommended Prevailing Wage rates represent an average increase of 3.3%.

The Wage Commission requested evidence from contracting associations, unions related trade groups and the general public on work both public and private, in order to establish rates to be recommended to the Board of Estimates.

UPON MOTION duly made and seconded, the Board approved and authorized the recommended Prevailing Wage Rates in accordance with Article 5, Subtitle 25, Baltimore City Code, to be paid to laborers, mechanics and apprentices on all projects awarded by the Mayor and City Council of Baltimore.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
1. CARON/EAST, INC.	\$ 7,038.00	Low Bid
Solicitation No. B50001712 - Data Collector - Department of Transportation - Req. No. R558914		
2. CARON/EAST, INC.	\$ 7,474.32	Low Bid
Solicitation No. B50001714 - Survey Supplies - Department of Transportation - Req. No. R558192		
3. CAPITAL OFFICE SYSTEMS, INC.	\$11,894.77	Low Bid
Solicitation No. B50001688 - Times Tow Speed Files - Department of Public Works - Req. No. R559789		
4. NELSON WHITE SYSTEMS, INC.	\$15,098.98	Low Bid
Solicitation No. 07000 - Audio Visual System Upgrade - Department of Planning - Req. No. R562344		
5. SHANNON-BAUM SIGNS, INC.	\$24,000.00	Only Bid
Solicitation No. B50001713 - Various Decals - Fire Department - Req. No. R554399		

The price is considered fair and reasonable.

6. MAYER BROS, INC.	\$18,000.00	Only Bid
Solicitation No. B50001719 - Inlet Heads - Department of Public Works - Req. No. R559077		

The price is considered fair and reasonable. The period of the award is December 13, 2011 through December 12, 2012, with two one-year renewal options.

7. GLOBAL BUILDING SUPPLY	\$14,000.00	Low Bid
Solicitation No. B50001721 - Various Ceiling Tiles, Wall Angel, Etc. - Department of Public Works - Req. No. R558836		

The period of the award is December 15, 2010 through December 14, 2011 with two one-year renewal options.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- |  |                    |                 |
|--|--------------------|-----------------|
| 8. <u>EASTERN FOOD SERVICE</u>   | <u>\$10,000.00</u> | <u>Only Bid</u> |
| Solicitation No. 07000 - Bulk Foods - Health Department - Req. No. R555510 |                    |                 |

The price is considered fair and reasonable. The period of the award is December 8, 2010 through December 7, 2011, with two one-year renewals.

- |  |                    |                |
|--|--------------------|----------------|
| 9. <u>HD SUPPLY</u>  | <u>\$10,000.00</u> | <u>Low Bid</u> |
| Solicitation No. B50001722 - Adjustable Valve Box w/ Lid - Department of Public Works - Req. No. R561473 |                    |                |

The period of the award is December 13, 2010 through December 12, 2011 with two one-year renewal options.

- |  |                    |                 |
|--|--------------------|-----------------|
| 10. <u>LEONARD PAPER CO.</u>   | <u>\$ 8,400.00</u> | <u>Only Bid</u> |
| Solicitation No. B50001696 - Supply Paper and Styrofoam Products - Enoch Pratt Free Library - Req. No. R560179 |                    |                 |

The price is considered fair and reasonable. The period of the award is December 8, 2010 through December 7, 2011, with two one-year renewal options.

- |   |                    |                |
|---|--------------------|----------------|
| 11. <u>PREFERRED CLEANING, LLC.</u>   | <u>\$ 8,700.00</u> | <u>Low Bid</u> |
| Solicitation No. B50001697 - Janitorial Services - Department of Housing and Community Development - Req. No. R555974 |                    |                |

The period of the award is December 8, 2010 through December 7, 2011 with three one-year renewal options

- |   |                    |                |
|---|--------------------|----------------|
| 12. <u>WITH ANOINTED HANDS, LLC.</u>  | <u>\$23,160.00</u> | <u>Renewal</u> |
| Solicitation No. B50000865 - Exterior Window Washing - Enoch Pratt Free Library - PO. No. P506086 |                    |                |

On December 24, 2008, the Board approved the initial award in the amount of \$17,760.00. The award contained an option to renew at the sole discretion of the City. Subsequent actions have been approved. This renewal in the amount of \$23,160.00 is for the period February 1, 2011 through January 31, 2012.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
13. FENCE MASTERS, INC.	\$16,708.00	Low Bid
Solicitation No. 06000 - Fencing Barriers - Department of Recreation and Parks - Req. No. R561401		
14. CRAWFORD TECHNICAL SERVICES, INC.	\$11,011.48	Low Bid
Solicitation No. 07000 - Data Cabling Removal and Installation - Health Department - Req. No. R561106		
15. ASHBROOK SIMON-HARTLEY OPERATIONS, L.P.	\$100,000.00	Agreement/ Sole Source
Solicitation No. 08000 - Furnish, Deliver and Installation of Equipment and Parts - Department of Public Works, Bureau of Water and Wastewater - Req. No. Various		

The Board is requested to approve and authorize execution of an agreement with Ashbrook Simon-Hartley Operations, L.P. The period of the agreement is effective upon Board approval through October 6, 2013.

The vendor is the manufacturer and sole source of the proprietary equipment and replacement parts needed.

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

(FILE NO. 57210)

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- |   |         |         |
|---|---------|---------|
| 16. EMH ENVIRONMENTAL,<br>INC.  | \$ 0.00 | Renewal |
| Solicitation No. 08000 - Renovate Valves - Department of<br>Public Works, Bureau of Water and Wastewater - Req. Nos.<br>Various |         |         |

On March 19, 2008, the Board approved the initial award in the amount of \$65,650.00. The award contained two 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This is the final renewal for the period March 12, 2011 through March 11, 2012.

**MWBOO GRANTED A WAIVER.**

- |  |              |                           |
|--|--------------|---------------------------|
| 17. SIEMENS BUILDING<br>TECHNOLOGIES, INC.   | \$ 85,984.00 | Sole Source/<br>Agreement |
| Solicitation No. 08000 - Maintenance and Repair of Pneumatic<br>and Electronic Controls of the HVAC System at Back River<br>Wastewater Treatment Plant - Department of Public Works,<br>Bureau of Water and Wastewater - Req. Nos. R552114 |              |                           |

The Board is requested to approve and authorize execution of an agreement with Siemens Building Technologies, Inc. The period of the agreement is effective upon Board approval through June 30, 2012.

The vendor is the installer and sole provider of the service, software upgrades and hardware required.

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

**(FILE NO. 57210)**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- |   |         |         |
|---|---------|---------|
| 18. SUNBELT RENTALS,<br>INC.  | \$ 0.00 | Renewal |
| Solicitation No. 08000 - B50000172 - Provide Temporary Bypass Pumping Systems - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P501329 |         |         |

On January 30, 2008, the Board approved the initial award in the amount of \$649,990.00. The award contained two 1-year renewal options at the sole discretion of the City. This renewal is for the period January 9, 2011 through January 8, 2012, with one 1-year renewal option remaining.

**MWBOO SET GOALS OF 14% MBE AND 0% WBE.**

**MBE:** R.E. Harrington Plumbing  
& Heating, Inc. 14%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

- |  |         |         |
|--|---------|---------|
| 19. SMITH-BLAIR INC.   | \$ 0.00 | Renewal |
| Solicitation No. B50000862 - Couplings - Agencies - Various - P.O. No. P507164 |         |         |

On January 14, 2009, the Board approved the initial award in the amount of \$50,000.00. The award contained four 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This renewal is for the period January 22, 2011 through January 21, 2012, 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 (d)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
20. APPLIED GEOGRAPHICS	\$ 50,000.00	Renewal
Solicitation No. B50001121 - Interactive Web-Based Map - Mayor's Office of Information Technology - P.O. No. P511640		
<p>On December 16, 2009, the Board approved the initial award in the amount of \$88,500.00. This award in the amount of \$50,000.00 is the first of three two-year renewal options, making the total award \$138,500.00. The period of this renewal is February 1, 2011 through January 31, 2013, with 2 two-year renewal options remaining.</p> <p><b>MWBOO GRANTED A WAIVER.</b></p>		
21. MARYLAND POLICE SUPPLY	\$ 200,000.00	Renewal
Solicitation No. B50000179 - Personal Ballistic Soft Body Armor - Agencies Various - Req. Nos. Various		
<p>On January 30, 2008, the Board approved the initial award in the amount of \$300,000.00. Subsequent actions were approved. This renewal in the amount of \$200,000.00 is the final of two one-year renewal options, making the total award \$1,250,000.00. The period of this renewal is February 6, 2011 through February 5, 2012.</p> <p><b>MWBOO GRANTED A WAIVER.</b></p>		
22. MASON DIXON FIRE EQUIPMENT	\$ 120,000.00	Renewal
Solicitation No. B50000736 - Fire Hose - Fire Department - P.O. No. P506451		
<p>On January 28, 2009, the Board approved the initial award in the amount of \$120,000.00. This renewal in the amount of \$120,000.00 is the first of 2 two-year renewal options, making the total award \$240,000.00. The period of this renewal is February 1, 2011 through January 31, 2013, with one 2-year renewal option remaining.</p> <p><b>MWBOO GRANTED A WAIVER.</b></p>		

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
23. F.L. ANDERSON CO.	\$ 200,000.00	Renewal
Solicitation No. B50000217 - Firefighter Turnout Gear - Fire Department - P.O. P501604		
<p>On January 23, 2008, the Board approved the initial award. Subsequent actions were approved. This renewal in the amount of \$200,000.00 is the first of 2 one-year renewal options, making the total award \$3,510,654.00. The period of this renewal is January 15, 2011 through January 14, 2012.</p> <p><b>MWBOO GRANTED A WAIVER.</b></p>		
24. INTER ACT 911 MOBILE SYSTEMS, INC.	\$1,125,000.00	Renewal
Solicitation No. 08000 - Pocket Cop Mobile Data System - Police Department - P.O. No. P512851		
<p>On January 21, 2009, the Board approved the initial award in the amount of \$1,547,875.20. An increase in the amount of \$120,000.00 was approved on August 25, 2010. This renewal is the first and final five-year renewal option, making the total award \$2,792,875.20. The period of this renewal is January 13, 2011 through January 12, 2016.</p> <p>It is hereby certified, that the above procurement is of such a nature that no advantage will result in seeking nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11 (d)(i) of the City Charter, the procurement of the equipment and/or service is recommended.</p>		
25. EXPRESS SCRIPTS, INC.	\$ 0.00	Third Amendment to Agreement
Solicitation No. BP 07150 - Prescription Drug Program Services - Department of Human Resources - Req. No. N/A		

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

On September 12, 2007, the Board approved the initial agreement in the amount of \$3,683,573.00. Subsequent actions have been approved. This no cost third amendment to the agreement clarifies the processing of the Pharmacy Management Funds section of that agreement, making the total award \$4,733,410.00. The contract expires December 31, 2011.

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

<b>MBE:</b> A. Thompson & Associates	6.77%
Time Printers	10.33%
<b>Total</b>	<b>17.10%</b>

<b>WBE:</b> Curry Printing & Copy Ctr.	9.03%
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**MWBOO FOUND VENDOR IN COMPLIANCE.****(FILE NO. 57084)**

26. MARYLAND PUMP TANK &  
ELECTRIC COMPANY, INC.                   \$                   0.00                   Correction  
 Solicitation No. 06000 - Petroleum Storage System Repair -  
 Department of General Services - P.O. No. P500820

On July 25, 2007, the Board approved the initial award in the amount of \$500,000.00. On July 21, 2010, the Board approved an extension in the amount of \$60,000.00 for one additional year, but the request letter erroneously listed the period as July 25, 2010 through December 31, 2010. This no cost request corrects the period of the award to July 25, 2010 through July 24, 2011 for a revised total award of \$1,060,000.00.

**MWBOO SET GOALS AT 8% FOR MBE AND 4% FOR WBE.**

<b>MBE:</b> Machado Construction Co., Inc.	4%
D&G Brice Contractors, Inc.	4%
<b>Total</b>	<b>8%</b>

<b>WBE:</b> McCall Trucking	4%
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**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
27. EXPRESS SCRIPTS, INC.	\$ 0.00	Agreement
Solicitation No. BP 07150 - Prescription Drug Program Services Medicare Part D - Department of Human Resources - Req. No. N/A		

On September 12, 2007, the Board approved the initial award to Express Scripts, Inc. for a Commercial Prescription Drug Program for employees and retirees. Per the terms of the Solicitation No. BP 07150 and the Commercial Agreement with Express Scripts, Inc., the City, on April 1, 2010 implemented Part D of the Medicare Prescription Drug, Improvement and Modernization Act of 2003 for eligible retirees which requires that a new agreement be executed for each calendar year. The Board is requested to approve and authorize execution of this agreement with Express Scripts, Inc. Under the terms of this agreement, no additional funding for Fiscal Year 2011 is required since it is included in the renewal of the Prescription Drug Program. The pricing has been reviewed and deemed fair and reasonable. The period of the agreement is January 1, 2011 through December 31, 2011.

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

<b>MBE:</b> A. Thompson & Associates	6.77%
Time Printers	<u>10.33%</u>
<b>Total</b>	<b>17.10%</b>

**WBE:** Curry Printing & Copy Ctr. 9.03%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

(The agreement has been approved by the Law Department as to form and legal sufficiency.)

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

**(FILE NO. 57084)**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
28. DSI, INC.	\$200,000.00	Renewal

Solicitation No. B50000338 - Requirements for Pump Repairs at Water and Wastewater Facilities - Department of Public Works, Bureau of Water and Wastewater - Req. No. P501694

On March 12, 2008, the Board approved the initial award in the amount of \$50,000.00. The award contained two 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This is the final one-year renewal for the period March 20, 2011 through March 19, 2012.

29. HCE, INC.	\$200,000.00	Renewal
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Solicitation No. B50000929 - Portable Chemical Toilets - Agencies Various - Req. No. Various

On February 18, 2009, the Board approved the initial award in the amount of \$200,000.00. On February 3, 2010, the Board approved the first renewal. This is the second of four 1-year renewal options. The period of the renewal is February 17, 2011 through February 16, 2012.

**MWBOO GRANTED A WAIVER.**

30. B&B COMMERCIAL INTERIORS, INC.	\$500,000.00	Renewal
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Solicitation No. B50001299 - Carpeting for the Baltimore Convention Center - Convention Center - Req. No. P512252

On February 24, 2010, the Board approved the initial award in the amount of \$2,054,564.50. Subsequent actions were approved. This is the first of two one-year renewal options. The period of the renewal is March 1, 2011 through February 28, 2012 with one 1-year renewal option remaining.

**MBE:** Young's Floor Service & Remodeling Co., Inc. 5%

**WBE:** Amaric Interiors, LLC 2%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- |  |              |          |
|--|--------------|----------|
| 31. L/B WATER SERVICE, INC.  | \$900,000.00 | Increase |
| Solicitation No. 08000 - Sensus Water Meters - Department of Public Works, Bureau of Water & Wastewater - Req. No. P502420 |              |          |

On June 11, 2008, the Board approved the initial award in the amount of \$900,000.00. Due to a higher than anticipated usage, an increase in the amount of \$900,000.00 is necessary, making the total award amount \$1,800,000.00.

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

- |   |              |          |
|---|--------------|----------|
| 32. COLDSRING CO., INC.   | \$400,000.00 | Increase |
| Solicitation No. B50000874 - Baltimore City Weatherization Assistance Program - HVAC 2009 - Department of Housing and Community Development - Req. Nos. Various |              |          |

On January 14, 2009, the Board approved the initial award in the amount of \$400,000.00. On August 12, 2009, the Board approved an increase in the amount of \$250,000.00. On January 20, 2010 the Board approved an increase in the amount of \$750,000.00. On August 11, 2010 the Board approved an increase in the amount of \$500,000.00. Due to a higher than anticipated usage an increase in the amount of \$400,000.00 is needed, making the total award \$2,300,000.00.

<b>MBE:</b>	Bey Refrigeration & Heating, Inc.	11%
	BMC Services, LLC	11%
	Noah's Plumbing	5%
<b>WBE:</b>	K & S Environmental Solutions	7%

**MWBOO FOUND VENDOR IN COMPLAINEE.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

33. GODWIN PUMPS OF AMERICA, INC.	\$ 10,000.00	Extension
Solicitation No. 08000 - Spares and Parts for Godwin Pumps - Department of Public Works, Bureau of Water & Wastewater - Req. No. P505657		

On December 10, 2008, the Board approved the initial award. Subsequent actions were approved. A two-month extension is requested to allow time to negotiate an agreement with the vendor to supply these sole source items going forward.

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

UPON MOTION duly made and seconded, the Board approved the foregoing informal awards and increases and extensions to Contracts. The Mayor **ABSTAINED** on item No. 30. The President **ABSTAINED** on item nos. 15, 16, 17, 18, 20, 28, 31, and 33.

**MINUTES**

Space Utilization Committee - Renewal of Interdepartmental  
Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the renewal of an interdepartmental lease agreement with Mr. William B. Henry, II for the rental of a portion of the property known as 5225 York Road, (Govans Multi-Purpose Center, 1<sup>st</sup> Floor), consisting of approximately 1,148 sq. ft. The period of the renewal agreement is December 8, 2010 through December 7, 2011, with 1 one-year renewal option remaining.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$10,068.00	\$839.00

Account: 1001-000000-1930-258869-401060

**BACKGROUND/EXPLANATION:**

On February 4, 2009, the Board approved the interdepartmental lease agreement with Mr. Henry. Mr. Henry will continue to use the leased premises as an administrative office for the 4<sup>th</sup> District.

**APPROVED FOR FUNDS BY FINANCE**

**(FILE NO. 54960)**

UPON MOTION duly made and seconded, the Board approved and authorized the renewal of an interdepartmental lease agreement with Mr. William B. Henry, II for the rental of a portion of the property known as 5225 York Road, (Govans Multi-Purpose Center, 1<sup>st</sup> Floor), consisting of approximately 1,148 sq. ft. The President **ABSTAINED.**

MINUTES

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

\* \* \* \* \*

## MINUTES

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

**BIDS, PROPOSALS AND CONTRACT AWARDS**

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

Bureau of Purchases - B50001701, Pest Control Services  
**BIDS TO BE RECV'D: 11/24/2010**  
**BIDS TO BE OPENED: 11/24/2010**

## MINUTES

Thereafter, UPON MOTION duly made and seconded, the Board received, opened and referred the following bids to the respective departments for tabulation and report:

Bureau of Purchases - B50001657, Laboratory consumables & Drug Reagents for the Police Department

Cynmar Corporation - **NO BID**  
 VWR International, Inc.  
 Fisher Scientific, LLC  
 Para Scientific Co.  
 Comade Inc.

Bureau of Purchases - B50001663, Bike Sharing System

B-Cycle, LLC  
 Alta Bicycle Share

Bureau of Purchases - B50001670, Safety Boots for the Fire Department

Mason-Dixon Fire Equipment  
 Safeware Inc.  
 Shane Shoes

Bureau of Purchases - B50001681, Provide Carpet, Drapery and Furniture Cleaning Services

**NO BIDS RECEIVED**

Bureau of Purchases - B50001695, Temporary, Senior Level Accountant Services

Townsend Careers  
 1st Choice Government Solutions  
 Robert Half International  
 SB & Company, LLC  
 Level One Personnel

MINUTES

Bureau of Purchases - B50001702, Hazmat Response Vehicle

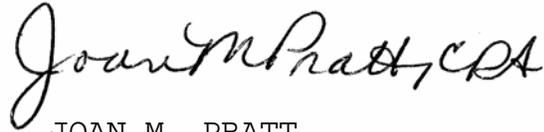
Winner Ford  
Ford National Automart/  
Motors Fleet  
Chesapeake Ford Truck Sales Inc.

Commission for - RFP: Edgar Allen Poe House Museum  
Historical & Architec-  
tural Preservation

Benefactor Group  
ConsultEcon, Inc.  
Cultrural Resources Management Group, LLP  
MFA

## MINUTES

There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, December 15, 2010.

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

JOAN M. PRATT  
Secretary