

MINUTES**REGULAR MEETING**

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

The meeting was called to order by the President.

President: "I would direct the Board members attention to the memorandum from my office dated December 5, 2012 identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

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

Comptroller: "Second."

President: "All those in favor say AYE. All opposed NAY. The Motion carries. The routine agenda items have been adopted."

MINUTES

Office of the Labor Commissioner - Memorandum of Understanding
for FY 2013

ACTION REQUESTED OF B/E:

The Board is requested to NOTE a memorandum of understanding (MOU) for FY 2013 with the Managerial and Professional Society of Baltimore, Inc. (MAPS). The period of the MOU is July 1, 2012 through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

For FY 2013, the FY 2012 wage rates will remain in effect. Employees will be eligible for step and longevity increases. Step and longevity increases are included in the agency budgets.

BACKGROUND/EXPLANATION:

In accordance with the Municipal Employees Relations Ordinance (MERO), negotiations were conducted with MAPS for FY 2013. The results of the negotiations have been reduced in writing in the form of the submitted MOU.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board NOTED the memorandum of understanding for FY 2013 with the Managerial and Professional Society of Baltimore, Inc.

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

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

Adams-Robinson Enterprises, Inc.	\$ 67,266,000.00
Fibrwrap Construction Services, Inc.	\$ 96,570,000.00
G.H. Nitzel, Inc.	\$ 7,641,000.00
Irvine Access Floors, Inc.	\$ 8,000,000.00
Marona Construction Company	\$ 20,349,000.00
Martin Fire-Proofing Corporation	\$ 1,500,000.00
McGee Mobile Crane, Inc.	\$ 1,500,000.00
Morgan-Keller, Inc.	\$ 57,834,000.00
Nitterhouse Concrete Products, Inc.	\$ 1,500,000.00
Penn Line Service, Inc. and Subsidiaries	\$194,450,000.00
Reglas Painting Company, Inc.	\$ 1,500,000.00
Wally Hollyday Skateparks	\$ 1,500,000.00

2. Prequalification of Architects and Engineers

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

George, Miles & Buhr, LLC	Architect Engineer
Harris-Hupfer Architects, Inc.	Architect
Hope Furrer Associates, Inc.	Engineer
Ruxton Design Corporation	Engineer Land Survey

There being no objection, the Board, UPON MOTION duly made and seconded, approved the prequalification of Contractors and Architects and Engineers for the listed firms.

MINUTES**OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. Anthony Polakoff	915 N. Castle St.	G/R \$84.00	\$ 560.00
2. Paul Wye Nochumowitz & Amy Sue Nochumowitz	939 N. Castle St.	G/R \$27.50	\$ 252.00
3. Dolores Medin	935 N. Collington Avenue	G/R \$36.00	\$ 240.00
4. Leslie Sarkin	928 N. Chester St.	G/R \$36.00	\$ 300.00

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

5. City Homes Central I Business Trust	917 N. Castle St.	L/H	\$8,400.00
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Funds are available in State Funds, account no. 9910-906416-9588-900000-704040, EBDI Project, Phase II.

In the event that the option agreement/s fail 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. 56017)

MINUTES**OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Rescission and Approval of Condemnation</u>			
6. Will Smith	4810 Homer Ave.	F/S	\$14,000.00

On August 22, 2012, by condemnation, the Board approved acquisition of the fee simple interest in 4810 Homer Avenue for the amount of \$12,000.00. However, the appraiser adjusted the appraisal and the fair market value increased to \$14,000.00. Therefore, the Board is requested to rescind its prior approval and approve acquisition of the property's interest for the adjusted appraisal amount.

Funds are available in account no. 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Avenue corridor.

(FILE NO. 57083)

DHCD - Payments of Settlements

7. Glenn H. Goldberg (previous owner)	4938 Denmore Ave.	G/R	\$ 329.41
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On June 06, 2012, the Board approved the acquisition of the ground rent interest, by condemnation, in 4938 Denmore Avenue for the amount of \$800.00. However, the parties have agreed to settle the condemnation action for \$1,129.41. Therefore, the Board is requested to approve an additional \$329.41 in settlement of this case.

Funds are available in City Bond Funds, account no. 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Avenue corridor.

(FILE NO. 57083)

MINUTES**OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payments of Settlements</u>			
8. Abase Hussen & Mesfin Abebe (previous owners)	739 E. Preston St.	F/S	\$ 4,200.00

On February 22, 2012, the Board approved acquisition of the fee simple interest in 739 E. Preston Street by condemnation for the amount of \$5,500.00 based upon appraisal reports obtained from independent appraisers. However, the previous owners of the property valued the property interest at \$35,000.00. The previous owners had purchased the property in 2000 for the amount of \$35,000.00 and claimed to have made renovations. The parties agreed to settle the action for \$9,700.00 minus municipal liens and charges. Therefore, the Board is requested to approve an additional \$4,200.00 to settle this action.

Funds are available in account no. 9990-903187-9588-900000-704040.

9. Jeffrey Fullard, Sr. (previous owner)	701 E. Preston St.	F/S	\$ 6,000.00
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On March 14, 2012, the Board approved acquisition of the fee simple interest in 701 E. Preston Street by condemnation for the amount of \$9,000.00 based upon appraisal reports obtained from independent appraisers. However, the previous owner of the property valued the property interest at \$25,000.00. The parties agreed to settle the action for \$15,000.00 minus municipal liens and charges. Therefore, the Board is

MINUTES**OPTIONS/CONDEMNATION/QUICK-TAKES:**

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

requested to approve an additional \$6,000.00 to settle this action.

Funds are available in account no. 9990-907714-9593-900001-704040, Johnston Square Project.

(FILE NO. 57070)

UPON MOTION duly made and seconded, the Board approved the options, rescission and approval of condemnation, and the payments of settlements.

MINUTES**TRAVEL APPROVAL/REIMBURSEMENT**Office of the State's Attorney**APPROVAL**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1. Gregg L. Bernstein	American College of Trial Lawyers 2012 Annual Meeting New York, NY Oct. 18 - 21, 2012 (Reg. Fee \$100.00)	Auto Forfeiture Funds	\$1,680.03

REIMBURSEMENT

On October 18 through 21, 2012 Mr. Bernstein traveled to NY to attend the American College of Trial Lawyers 2012 Annual Meeting. The Office is requesting reimbursement to Mr. Bernstein as follows:

Hotel	\$ 885.00
Occ. Taxes	141.03
Train Fare	454.00
Registration	100.00
Annual Banquet	<u>100.00</u>
Total	\$1,680.03

UPON MOTION duly made and seconded, the Board approved the travel and the reimbursement.

MINUTESDept. of General Services - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 1620 Pennsylvania Ave.	Red Leaf Associates, LP	Retain mansard cornice with six recessed lights 82' x 3'6", 20 fluorescent tubes, four spot reflectors
\$2,434.84 Annual Charge		
2. 1812 Pennsylvania Ave.	Ok Hui Benlein	Retain cornice sign 10' x 1'
\$ 35.20 Annual Charge		
3. 1304 Saint Paul St.	1304 St. Paul Street, LLC	Service connection five linear feet of conduit
\$ 17.50 Flat Charge		
4. 1200 E. North Ave.	Grace Solutions, LLC	Three monitoring wells
\$ 210.00 Annual Charge		

MINUTES

Dept. of General Services - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
5. 1770 Ashland Ave.	Maryland Economic Development Corporation	Two 70 foot duct-banks with 4 innerducts
\$1,960.00 Annual Charge		
6. 2403 Steele Rd.	Steelehouse, LLC	Service connection three linear feet of conduit
\$ 10.50 Flat Charge		
7. 1440 Key Highway	Key Harbor General Partnership	Service connection two 4" ducts @ four linear feet
\$ 28.00 Flat Charge		
8. 710 S. Broadway	F&CA Real Estate, LLC	Double face sign 3' x 5.33'
\$ 70.40 Annual Charge		

There are no objections, since no protests were received.

There being no objection, the Board, UPON MOTION duly made and seconded, approved the minor privilege permit applications.

MINUTES

Department of General Services - Developer's Agreement No. 1262

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1262 with Fashion, Architecture and Basic Design School, Inc.

AMOUNT OF MONEY AND SOURCE:

\$55,810.00

BACKGROUND/EXPLANATION:

Fashion, Architecture and Basic Design School, Inc. would like to install new water service and streetscape improvements to its proposed construction located in the vicinity of 1500 Barclay Street. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

An Irrevocable Letter of Credit in the amount of \$55,810.00 has been issued on behalf of Fashion, Architecture and Basic Design School, Inc. which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of developer's agreement no. 1262 with Fashion, Architecture and Basic Design School, Inc.

MINUTES

Department of - Acknowledgement form for Wire and/or
General Services Pipe Occupation within the Limits
of a Public Right-of-Way

ACTION REQUESTED OF B/E:

The Board is requested to approve an acknowledgement form for wire and/or pipe occupation within the limits of a public right-of-way with Norfolk Southern Railway Company.

AMOUNT OF MONEY AND SOURCE:

\$2,100.00 - AECOM (Agreement Preparation)
1,000.00 - Railroad Protective Liability Insurance Fee
\$3,100.00 - 9956-904754-9551-900020-704040

BACKGROUND/EXPLANATION:

The Department of Public Works, Bureau of Water and Wastewater desires to replace an existing 36-inch ductile iron sanitary sewer pipe in a 48-inch steel casing pipe, within the right-of-way under the control of Norfolk Southern Railway Company, in the vicinity of Milepost 90.98, Bay View Yard, Harrisburg Division. This installation is being performed in connection with Sanitary Contract 890.

Fees in the amount of \$3,100.00 are necessary to process this acknowledgement form. The fees are broken down as follows: \$2,100 payable to AECOM to cover agreement preparation, administrative and engineering costs, and \$1,000.00 payable to Norfolk Southern Railway Company for the Railroad Protective Liability Insurance Fee.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the acknowledgement form for wire and/or pipe occupation within the limits of a public right-of-way with Norfolk Southern Railway Company. The President **ABSTAINED**.

MINUTESHealth Department - Agreements

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

AGREEMENTS

1. **FAMILY LEAGUE OF BALTIMORE, INC. (FLBC)** **\$152,167.00**

Account: 4000-498813-3080-284000-603051

The FLBC will work with the Health Department to coordinate the transition of Baltimore City paraprofessional home visiting programs to the Healthy Families American model. The FLBC will provide administrative oversight, data management, and will monitor for evidenced-based paraprofessional home-visiting programs in Baltimore City.

MWBOO GRANTED A WAIVER.

2. **KENNEDY KRIEGER INSTITUTE, INC.** **\$ 53,204.00**

Account: 4000-428213-3080-294300-603051

The organization will coordinate its services with the Infants and Toddlers Program to provide service coordination services to infants and toddlers and their families in the Hispanic/Latino and Orthodox Jewish communities. The funds will also be used for travel and advertising expenses.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

3. **GLENWOOD LIFE COUNSELING CENTER, INC.** **\$ 24,216.00**

Account: 4000-499012-513200-603051

The organization will provide services in the area of HIV/AIDS Prevention and Education Project. The project will focus on decreasing the incidence of HIV/STD infection among intravenous drug users and other substance abusers in Baltimore City. The services will continue to identify HIV/AIDS clients and their needs at admission time to decrease the incidence of risky behavior among a small number of clients and their cohorts. The period of the agreement is July 01, 2012 through December 31, 2012.

This agreement is late because it was recently received from the provider.

4. **HEARING AND SPEECH AGENCY OF METROPOLITAN BALTIMORE, INC.** **\$ 74,140.00**

Account: 4000-427113-3080-294300-603051 \$ 44,140.00
 5000-587410-5750-672201-603051 \$ 30,000.00

The organization will provide a speech-language pathologist to staff the Baltimore Infants and Toddlers Program Eligibility Center, provide therapy and evaluation services on an as-needed basis, assessment documentation, and meeting attendance as requested by the Director of the Baltimore Infants and Toddlers Program.

MWBOO GRANTED A WAIVER.

This agreement is late because it was recently received from the provider.

MINUTESHealth Department - cont'd

5. **PARK WEST HEALTH SYSTEMS, INC.** **\$ 60,000.00**

Account: 4000-424513-3023-599623-603051

The organization will provide non-medical case management for Ryan White Part B Program services for 65 unduplicated HIV positive clients encountered through outreach services. The clients will be assessed for HIV status, residency, income, and insurance. A bio-psychosocial assessment will be completed, an action plan will be developed outlining the goals and objectives for each client, referrals will be made, and documented follow-up will be conducted on referrals until they are resolved.

MWBOO GRANTED A WAIVER.

6. **PARK WEST HEALTH SYSTEMS, INC.** **\$ 32,849.00**

Account: 4000-424513-3023-599609-603051

The organization will provide primary care services including a comprehensive physical examination, updated labs, sub-specialty care referrals, and follow-up in a timely manner for HIV positive clients. The organization will ensure that 80 clients receive ambulatory outpatient health services in an efficient manner based on the minimum Standards of Care.

The agreements are late because the Infectious Disease and Environmental Health Administration (IDEHA) programmatically manages Ryan White Part B services. The providers submit a budget, budget narrative, and scope of services. The Health Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are many times revised because of inadequate information from the providers. This review process is required to comply with the grant requirements.

MINUTES

Health Department - cont'd

7. **SINAI HOSPITAL OF BALTIMORE, INC.** **\$ 45,000.00**

Account: 4000-499012-3030-513201-603051

Sinai Hospital of Baltimore, Inc. (Hospital) will provide services in the area of Emergency Department Expanded HIV Testing Program. The Hospital will provide 1,500 rapid HIV tests in its Emergency Department, provide one site visit by the City's Health Department grant administrator, the program director and coordinator, and attend all collaborative grant meetings with the project monitors. All HIV testing counselors will attend required training and participate in annual competencies and proficiency testing programs. Any proposed conferences abstracts and publications will be provided to the Baltimore City Health Department and the Maryland AIDS Administration for review prior to submission. The Hospital will accept technical assistance and recommendations provided by project monitors and implement changes when required. The period of the agreement is July 1, 2012 through December 31, 2012.

This agreement is late because of a Department oversight in processing. The Department apologizes for this oversight.

MINUTES

Heath Department - cont'd

8. **UNIVERSITY OF MARYLAND, BALTIMORE (UMB)** \$ 70,508.00

Account: 4000-428213-3080-294300-603051

The UMB's Taghi Modaresi Center for Infant Study will provide screening, assessment, training, and staff case consultation by a licensed developmental psychologist and a licensed clinical social worker. The staff consultation will include case collaboration on identified children and families, as well as training on social and emotional topics. The period of the agreement is July 1, 2012 through June 30, 2013.

MWBOO GRANTED A WAIVER.

This agreement is late because it was recently received from the provider.

9. **THE AFTER-SCHOOL INSTITUTE, INC.** \$ 30,475.00

Account: 4000-499012-3030-513200-603051

The organization will increase awareness, knowledge, risk-reduction, build skills and change in behavior that leads to the prevention of new HIV infections among African American youth in Baltimore City. The period of the agreement is July 1, 2012 through December 31, 2012.

This agreement is late because the Department received the grant late in the grant year and there were delays in receiving an acceptable scope and budget.

MINUTES

Health Department - cont'd

10. **MARYLAND DEPARTMENT OF THE ENVIRONMENT (MDE)** **\$ 284,396.00**

Account: 4000-426013-3031-579200-404001

The MDE will expand its community-based childhood lead poisoning prevention programs in Maryland. The Department will provide services to Baltimore City residents according to applicable MDE approved guidelines, "Case Coordination Guidelines for Lead Poisoned Children", the Department's Childhood Lead Poisoning Prevention Program "CLPPP Environment Component Protocol", and provide follow-up blood lead testing notices. All children with elevated blood levels of 10ug/dl and higher will receive a medical home visit, a complete environment investigation, and use best efforts to ensure that a home visit and inspection takes place with the Public Health Investigator and Sanitarian as a team. The period of the agreement is September 1, 2012 through June 30, 2013.

This agreement is late because it was recently received from the provider.

11. **SISTERS TOGETHER AND REACHING, INC. (STAR)** **\$ 22,000.00**

Account: 4000-494413-3030-295900-603051

STAR's Making Proud Choice Program, a part of the Baltimore City Teen Pregnancy Prevention Initiative, will recruit, organize, and facilitate youth groups for the Making Proud Choices! Curriculum.

This agreement is late because it was recently received from the provider.

MINUTESHealth Department - cont'd

12. **PACT: HELPING CHILDREN WITH SPECIAL NEEDS, INC.** **\$ 58,419.00**

Account: 4000-428213-3080-294300-603051

The organization will coordinate its services with the Infants and Toddlers Program to provide an Autism Classroom to the children served by the Program.

MWBOO GRANTED A WAIVER.

This agreement is late because it was recently received from the provider.

AUDITS REVIEWED AND HAD NO OBJECTION.GRANT AGREEMENT

13. **SENIOR SERVICE AMERICA, INC. (SSAI)** **\$ 113,358.00**

Account: 4000-423713-3110-305600-4001

The Senior Community Service Employment Program (SCSEP) Sponsor Agreement with the SSAI provides funds to the Health Department to carry out the duties of the program. The SCSEP offers low-income residents of Baltimore City, aged 55 years and older (with no upper age limit), paid community service and training as an entry into productive work. The SCSEP is intended to benefit eligible people who enroll, and the community in which the program is located. The period of the agreement is July 1, 2012 through September 30, 2012.

This agreement is late because it was received on August 13, 2012 and was further delayed during the Department's internal review process.

MINUTES

Heath Department - cont'd

GRANT AMENDMENT

14. **DEPARTMENT OF HEALTH AND HUMAN SERVICES, CENTERS FOR DISEASE CONTROL AND PREVENTION** **\$ 10,133.00**

Account: 4000-422112-3030-271400-404001

On February 1, 2012, the Board approved the original Notification of Award in the amount of \$333,566.00, for the period January 1, 2012 through December 31, 2012. On September 26, 2012, the Board approved an increase of \$94,284.00.

This revised Notification of Award reflects an increase of \$10,133.00 to support the City Tuberculosis control efforts to provide medical care and treatment for active and latent TB patients and to conduct contact investigations. This increase makes the total award for FY12 is \$437,983.00.

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

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

MINUTES

Health Department - Expense Statements

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statements for Ms. Susan Borinsky for expenses incurred during the month of March 2012.

AMOUNT OF MONEY AND SOURCE:

\$ 57.00 - Conference Luncheon
85.00 - Pediatric Nursing Certification
\$142.00 - 4000-422712-3100-295970-603020

BACKGROUND/EXPLANATION:

Ms. Borinsky submitted her expense statements within the required timeframe; however the statements were misplaced during the routing process. In accordance with Local 558 Memorandum of Understanding Ms. Borinski is entitled to reimbursement for her nursing certification. The Conference Luncheon was pre-approved by her supervisor, but she could not be reimbursed on an Expenditure Authorization.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expense statements for Ms. Susan Borinsky for expenses incurred during the month of March 2012.

MINUTESHealth Department - Expense Statements**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense statements for following employees:

1. **CHRISTINE RUTKOWSKI**

May 10, 2012 - Uniforms	\$ 62.34
May 14, 2012 - Uniforms	59.95
June 6, 2012 - Uniforms	34.95
	<u>\$157.24</u>

Account: 1001-000000-3100-295900-604003

2. **DIANE POSTOL**

July 2011 - License Renewal	\$ 68.00
August 2011 - Uniforms	168.74
	<u>\$236.74</u>

Account: 4000-422712-3080-294000-603022

The employees submitted their expense reports within the required timeframe. However, they were lost during routing. The Department apologies for the lateness.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expense statements for Christine Rutkowski for expenses incurred during the months of May and June of 2012 and Diane Postopl for expenses incurred during the months of July and August of 2011.

MINUTESHealth Department - Ratification and Expenditure of Funds**ACTION REQUESTED OF B/E:**

The Board is requested to ratify the services rendered and approve an expenditure of funds to pay the following vendors.

1. **PERSONAL COMPANION-SECURITY UNLIMITED** **\$1,487.06**

Account: 5000-535412-3044-273300-607001

On June 6, 2012, the Board approved the ratification of services and an expenditure of funds to pay Personal Companion-Security Unlimited for services rendered for the period January 1, 2012 through April 30, 2012 in the amount of \$2,161.49. The Department is requesting the ratification of services rendered for the period May 1, 2012 through July 31, 2012. These are the final invoices for FY12. The Bureau of Purchases will process the services of this vendor for FY13.

During the transition between the Commission on Aging & Retirement Education (CARE) and the Department, it was anticipated that various programs from CARE were to be transferred to Baltimore City Health Care Access (BCHCA). While waiting for the finalization of the Memorandum of Understanding with BCHCA, it was decided that all programs would not be transferring to the BCHCA, and for FY13 the Bureau of Purchases will process the services of this vendor and the invoices will be processed appropriately.

2. **FUSION PARTNERSHIP, INC.** **\$5,150.00**

Account: 6000-626612-3080-292301-603008

On June 9, 2012 the Mayor and the Baltimore City Health Commissioner, held a kick-off press event in City Hall to signify the start of the Know What U Want, campaign.

MINUTESHealth Department - cont'd

However, due to a miscommunication of the appropriate Administrative Policy to govern this activity, the CityBuy purchase was not entered into the system before the work began. If the Teen Pregnancy Prevention Initiative had delayed the production of the video and radio spots, there would have been serious program consequences for the campaign kickoff. The date of the invoice is May 30, 2012.

The Department apologizes for the lateness.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the ratification for the services rendered by Personal Companion-Security Unlimited and Fusion Partnership, Inc. and approved the expenditures of funds to pay Personal Companion-Security Unlimited and Fusion Partnership, Inc.

MINUTES

EXTRA WORK ORDERS

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UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following page:

4820

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The President **ABSTAINED** on item nos. 1 and 2`.

MINUTES

Department of Public Works/ - Extra Work Order
Bureau of Water & Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve extra work performed by Monumental Paving & Excavating, Inc. under contract SWC 7761, Drainage Repairs and Improvements at Various Locations.

AMOUNT OF MONEY AND SOURCE:

\$217,953.09 - 2071-000000-5521-608903-603026
 24,217.01 - 2071-000000-5521-608911-603026
 26,907.79 - 2070-000000-5501-604301-603026
 176,154.77 - 9958-906101-9520-900020-702064
183,015.61 - 9956-903341-9551-900020-702064
\$628,248.27

BACKGROUND/EXPLANATION:

The extra work was completed prior to the expiration of the contract on January 24, 2012.

The contract called for repairs to be made to storm drains and inlets at various locations throughout the City on an urgent needs basis to ensure public safety. The contractor was directed to make repairs at Hilton Street, Edgevale Road, and Inglewood Avenue between October and November 2011, as well, as other repairs at various locations in the City. This extra work order includes work done in September 2011 to repair substructures on Cathedral Street when a broken drain was leaking water into the basement of the Walters Art Museum.

This request to approve this extra work order was delayed by revisions during the administrative review process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Public Works - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$250,000.00	9958-903439-9522 Constr. Reserve State Construction CTB's	9958-906101-9520-2 Extra Work
400,000.00	9956-904401-9549 Constr. Reserve Wastewater Rev. Bonds	9956-903341-9551-2 Extra Work
<u>\$650,000.00</u>		

This transfer will cover the cost of extra work under SWC 7761, Drainage Repairs at Various Locations and the existing account deficits.

UPON MOTION duly made and seconded, the Board approved the extra work performed by Monumental Paving & Excavating, Inc. under contract SWC 7761, Drainage Repairs and Improvements at Various Locations. 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

Department of Public Works/ - Task Assignment
Bureau of Water and Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 015 to Johnson, Mirmiran & Thompson, Inc. (JMT), under Project No. 1120J (W.C. 1160R), Project Management Assistance Services. The period of this task is effective upon Board approval through October 5, 2013.

AMOUNT OF MONEY AND SOURCE:

\$105,463.12 - 9960-904694-9557-900010-703032

BACKGROUND/EXPLANATION:

The Department desires to utilize the JMT to continue to provide project management assistance services on W.C. No. 1160R, Montebello Finished Water Cover. These services begin under Task No. 003 and will continue until the expiration of this agreement.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 015 to Johnson, Mirmiran & Thompson, Inc. under Project No. 1120J, Project Management Assistance Services. The President **ABSTAINED.**

MINUTES

Department of Public Works/ - Task Assignment
Bureau of Water and Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 014 to Johnson, Mirmiran & Thompson, Inc. (JMT), under Project No. 1120J, Construction Scheduling and Management Services (S.C. 852R, S.C. 851, S.C. 894, W.C. 1160R, and W.C. 1168). The period of this task is effective upon Board approval through October 5, 2013.

AMOUNT OF MONEY AND SOURCE:

\$ 59,338.16	-	9956-910533-9551-900010-703032	(S.C. 852R)
19,338.16	-	9956-904606-9551-900020-703032	(S.C. 851)
39,338.16	-	9956-906694-9551-900020-703032	(S.C. 894)
39,338.16	-	9960-904694-9557-900010-703032	(W.C. 1160R)
39,338.16	-	9960-904727-9551-900020-703032	(W.C. 1168)
2,588.04	-	2070-000000-5601-399200-603020	(WW Utility)
2,588.04	-	2070-000000-5601-400200-603020	(WW Utility)
2,588.04	-	2071-000000-5601-398500-603020	(Water Utility)
2,588.04	-	2071-000000-5601-400200-603020	(Water Utility)
\$207,042.96			

BACKGROUND/EXPLANATION:

The Department desires to utilize the JMT to provide construction management and scheduling services on S.C. No. 852R, S.C. 851, S.C. 894, W.C. 1160R, W.C. 1168, and miscellaneous non-project specific tasks, including programming for the Baltimore Bureau of Water and Wastewater Information System.

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

DPW/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 the assignment of Task No. 014 to Johnson, Mirmiran & Thompson, Inc., under Project No. 1120J, Construction Scheduling and Management Services (S.C. 852R, S.C. 851, S.C. 894, W.C. 1160R, and W.C. 1168). The President **ABSTAINED**.

MINUTES

Department of Public Works/ - Task Assignment
Bureau of Water and Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 012 to Johnson, Mirmiran & Thompson, Inc. (JMT), under Project No. 1120J (W.C. 1160R), Construction Inspection Services. The period of this task is effective upon Board approval through October 5, 2013.

AMOUNT OF MONEY AND SOURCE:

\$118,424.83 - 9960-904694-9557-900010-703032

BACKGROUND/EXPLANATION:

The Department desires to utilize the JMT to continue to provide construction inspection services on W.C. No. 1160R, Montebello Finished Water Cover. These services were initially provided under Task No. 007 and will continue under this task.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 012 to Johnson, Mirmiran & Thompson, Inc., under Project No. 1120J (W.C. 1160R), Construction Inspection Services. The President **ABSTAINED.**

MINUTES

Department of Public Works/ - Task Assignment
Bureau of Water and Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 008 to Louis Berger Water Services, Inc., under Project No. 1143E, Construction Inspection Services (S.C. 845, S.C. 852R, and S.C. 855). The period of this task is effective upon Board approval through November 5, 2014.

AMOUNT OF MONEY AND SOURCE:

\$ 71,978.45 - 9956-904529-9551-900020-703032 (S.C. 855)
 143,956.89 - 9956-905527-9551-900010-703032 (S.C. 845)
 71,978.45 - 9956-910533-9551-900020-703032 (S.C. 852R)
\$287,913.79

BACKGROUND/EXPLANATION:

Louis Berger Water Services, Inc. will provide inspection services on S.C. 855, Enhanced Nutrient Modifications to Existing Facilities, S.C. 845, Nitrification Filters & Related Work for Enhanced Nutrient Removal (ENR) at Patapsco Wastewater Treatment Plant (PWWTP), and S.C. 852R, Denitrification Filters and Related Work for the ENR Facilities at the PWWTP.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the assignment of Task No. 008 to Louis Berger Water Services, Inc., under Project No. 1143E, Construction Inspection Services (S.C. 845, S.C. 852R, and S.C. 855). The President **ABSTAINED.**

MINUTES

Bureau of Water and Wastewater - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 011, to Johnson, Mirmiran & Thompson, Inc., under Project 1120J, (SC 852R) Construction Engineering Services. The current agreement will expire on October 5, 2013. The period of this task is effective upon Board approval through October 5, 2013.

AMOUNT OF MONEY AND SOURCE:

\$135,258.32 - 9956-910533-9551-900020-703032

BACKGROUND/EXPLANATION:

The consultant will provide construction engineering services on SC 852R, Denitrification Filters and Related work for the Enhanced Nutrient Facilities at the Patapsco Waste Water Treatment Plant.

MBE/WBE PARTICIPATION:

The consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the original agreement.

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 011, to Johnson, Mirmiran & Thompson, Inc., under Project 1120J, (SC 852R) Construction Engineering Services. The President **ABSTAINED**.

MINUTES

Department of Public Works/ - Emergency Procurement
Bureau of Water and Wastewater Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an emergency procurement agreement with Seismic Surveys, Inc. for Project SWC 7765, Monument Street Sinkhole, Pre-Construction Survey, Vibration Monitoring, and Movement Monitoring Services. The period of the agreement is effective from the date of the Notice to Proceed through November 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$99,440.00 - 1001-000000-5181-390516-609036

BACKGROUND/EXPLANATION:

Based on the emergency and severity of the damage arising from the sinkhole, which occurred on July 25, 2012, at the 2300 block of E. Monument Street, Seismic Surveys, Inc. (SSI) was called to provide geophysical monitoring of the area and document the conditions of exteriors and interiors of structures in the area. The SSI will endeavor to conduct pre-construction surveys of 18 rowhouse properties (22 addresses) specified by the City. When requested, the SSI will be on site to obtain vibration measurements at the surrounding structures and to establish that the vibrations are within established safe thresholds. Six seismographs will be installed and operated remotely by the SSI during construction to measure vibration effects transmitted to the adjacent structures. The seismographs will provide a daily record of vibrations transmitted to the adjacent structures

MINUTES

DPW/BW&WW - cont'd

being monitored. Surveying will be performed at intervals specified by the City.

MWBOO GRANTED A WAIVER.

PURSUANT TO ARTICLE VI § 11(e)(ii) OF THE CITY CHARTER, IN THE EVENT OF AN EMERGENCY OF SUCH NATURE THAT THE PUBLIC WELFARE WOULD BE ADVERSELY AFFECTED BY AWAITING THE APPROVAL OF THE BOARD OF ESTIMATES, THE DIRECTOR OF PUBLIC WORKS, UPON APPLICATION TO THE DEPARTMENT OF FINANCE, WAS AUTHORIZED ON AUGUST 16, 2012 TO OBTAIN THROUGH EMERGENCY PROCUREMENT THE REQUIRED GOODS AND SERVICES.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION SUBJECT TO REVIEW OF THE RECOMMENDATION BY THE CONSULTANT AND THE DEPARTMENT'S CERTIFICATION OF THE INVOICES PRIOR TO PAYMENT.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the emergency procurement agreement with Seismic Surveys, Inc. for Project SWC 7765, Monument Street Sinkhole, Pre-Construction Survey, Vibration Monitoring, and Movement Monitoring Services. The President **ABSTAINED**.

MINUTES

Bureau of Water and Wastewater - Single Bond for Drain
Layers #BRIFSU0604696

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Single Bond for Drain Layers #BRIFSU0604696 for the firm, K&K Adams. The period of the bond will continue until either the firm or the surety gives notice of its termination.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 Bond

BACKGROUND/EXPLANATION:

K&K Adams from time to time obtains permits from the City to excavate in streets, alleys, lanes, footways, thoroughfares, highways, and City of Baltimore rights-of-way for which they are obligated to give bonds. The firm desires to provide one bond to cover all permits that may be issued to it, instead of being obligated to give a separate bond or money in each case.

(FILE NO. 57082)

UPON MOTION duly made and seconded, the Board approved acceptance of the Single Bond for Drain Layers #BRIFSU0604696 for the firm, K&K Adams. The President **ABSTAINED.**

MINUTES

Bureau of Water and Wastewater - Single Bond for Drain
Layers #H S A - MA-0592

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Single Bond for Drain Layers #H S A - MA-0592 for the firm, Kayden Premier Enterprises, Inc. The period of the bond will continue until either the firm or the surety gives notice of its termination.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 Bond

BACKGROUND/EXPLANATION:

Kayden Premier Enterprises, Inc. from time to time obtains permits from the City to excavate in streets, alleys, lanes, footways, thoroughfares, highways, and City of Baltimore rights-of-way for which they are obligated to give bonds. The firm desires to provide one bond to cover all permits that may be issued to it, instead of being obligated to give a separate bond or money in each case.

(FILE NO. 57082)

UPON MOTION duly made and seconded, the Board approved acceptance of the Single Bond for Drain Layers #H S A - MA-0592 for the firm, Kayden Premier Enterprises, Inc. The President

ABSTAINED.

MINUTES

Department of Public Works/ - Grant Agreement
Bureau of Water and Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with East Baltimore Community School, Inc. (EBCS), developer. The period of the grant agreement is effective upon Board approval through January 1, 2014, or if later, the issuance of a final certificate of completion of the development.

AMOUNT OF MONEY AND SOURCE:

\$3,000,000.00 - 9956-908614-9551-900020-706063
(not to exceed)

BACKGROUND/EXPLANATION:

The Developer entered into the agreement to acquire parcels of land in the vicinity of Collington Avenue from the City for the purposes of developing a community school. In that location, the City has a sanitary sewer that lies in the bed of Collington Avenue, which will be impacted by the construction of the development. On June 27, 2012, the Board approved a memorandum of understanding (MOU) with the EBCS. Under the terms of the MOU, the City and the EBCS agreed to take certain measures to install the sheeting which will provide protection as well as access to the sewer line for routine maintenance and in the event of break, prevent damage to the foundations of the surrounding school buildings.

Pursuant to the MOU, the City agreed to grant funds to assist in financing the Sheeting Project. Under the terms of this grant agreement, the City will make a grant to the EBCS in an amount not to exceed \$3,000,000.00 to fund the Sheeting Project. However, the current budget is \$2,735,653.00.

MINUTES

Department of Public Works/BW&WW - cont'd

MBE/WBE PARTICIPATION:

The EBCS agrees to use all reasonable good faith efforts to require contractors or subcontractors working on the Sheeting Project to comply with the City's MBE/WBE regulation in accordance with Baltimore City Code, Article 5, Subtitle 28.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 807,073.50	9956-909612-9549	
WW Revenue	Constr. Res.	
Bonds	Sewer System Rehab-	
	Main Outfall	
692,926.50	" "	
<u>Balto. County</u>		
\$1,500,000.00	-----	9956-908614-9551-6
		Construction

The funds are needed to cover the cost of providing sheeting around the sewer line in the bed of Collington Avenue between Ashland Avenue and Eager Street.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreement with East Baltimore Community School, Inc., developer. 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

Department of Public Works - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay an outstanding invoice to APWA, Mid-Atlantic Chapter.

AMOUNT OF MONEY AND SOURCE:

\$124.00 - 1001-000000-1901-190300-603001
186.00 - 1001-000000-5153-387800-603001
62.00 - 2070-000000-5541-399300-603001
\$372.00

BACKGROUND/EXPLANATION:

On July 18, 2012, the Board approved a travel request for the following employees from the Department to travel to the International Public Works Congress and Expositions in Anaheim, California from August 26 - 29, 2012; Alfred Foxx, Kim Morton, Rudolph Chow, Valentina Ukwuoma, Alan Robinson, and Robert Murrow.

While at the conference, the representatives were invited to attend a special meeting and dinner hosted by the APWA. This information was not available when the original travel request was submitted to the Board. Therefore, the Department is requesting the Board to pay the APWA for the outstanding invoice in the amount of \$372.00.

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

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay an outstanding invoice to APWA, Mid-Atlantic Chapter.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

4837 - 4839

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

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

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$164,175.33	9950-920009-9509	9950-901838-9514
Gen. Funds	Constr. Res. -	Redline Project
	Highway Redline	Development
	Development	

This transfer will cover the deficit in the account and fund the cost associated with Project 1134, Task No. 9 under On-Call Traffic Engineering Studies and expenses related to the Redline Marketing and Outreach by McCormick Taylor, Inc.

2. \$ 880,000.00	9950-903416-9507	
FED	Constr. Res. -	
	Hawkins Point Rd.	
	Bridge	
220,000.00	9950-903416-9507	
<u>MVR</u>	Constr. Res. -	
	Hawkins Point Rd.	
	Bridge	
\$1,100,000.00	-----	9950-902416-9506
		Hawkins Point Road
		Bridge

This transfer will cover the deficit in the account and will fund the right-of-way acquisition related to the project, Hawkins Point Road Bridge.

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Bureau of Water and Wastewater</u>		
3. \$ 80,000.00	9956-908692-9549	
WW Rev. Bonds	Constr. Res.	
	Electrical Systems	
	Upgrade	
170,000.00		
<u>County Approp.</u>	" "	
\$ 250,000.00	-----	9956-905334-9551-3
		Engineering

The funds are required to cover the cost of SC 924, Arc Flash Improvements at the PWWTP.

Department of Housing and Community Development

4. \$ 73,843.12	9991-945002-9587	9991-914780-9593
31 st CDBG	Unallocated	Poppleton - 31 st
	Reserve - 31 st	CDBG
	CDBG	

This transfer will provide funds to continue the acquisition, relocation and demolition activities in the Poppleton neighborhood to assemble a 13.5 acre new housing site. The Poppleton project will create 1,600 units of housing and 100,000 square feet of new retail space.

(FILE NO. 56376)

Fire Department

5. \$220,458.87	9920-903006-9209	9920-908207-9208
3 rd Public Bldg.	Fire Academy	Engine 50 Renov. -
Loan	Mode - Reserve	Active

MINUTES**TRANSFERS OF FUNDS**Fire Department - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
19,303.53 Gen. Funds	9920-908001-9209 Fire Unallotted - Reserve	9920-908207-9208 Engine 50 Renov.- Active
37,767.60 <u>M&CC Revenue</u>	9920-908001-9209 Fire Unallotted - Reserve	" "
\$277,530.00		

This transfer will provide funds to the Department of General Services on behalf of the Fire Department to cover the cost of completing structural renovations and replacing the roof at Engine #50, as well as all associated in-house cost.

During a station inspection, it was discovered that the roof and supporting structure of the building are showing major signs of damage, wear and leaking. Replacing the roof and renovating the structure now will eliminate both any future expense, and the potential of the roof and structure falling below required safety codes.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTION

* * * * *

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

4841 - 4844

to the low bidders meeting the specifications,
and rejected the bid as indicated
for the reasons stated.

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 item nos. 6, 7, and 8.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of Transportation

- | | |
|--|--|
| 1. TR 12015, Reconstruction of Deteriorated Manholes at Various Locations Citywide | REJECTION - On October 31, 2012, the Board opened three bids for this project. The Department regrettably failed to solicit bids utilizing all pertinent information and materials. Therefore, the Department wishes to reject all bids and re-advertise in the near future. |
| 2. TR 12017R, Material Testing 2012, Various Projects Citywide | REJECTION - On August 22, 2012, the Board opened two bids for this project. The bids ranged from a low of \$141,885.00 to a high of \$330,998.00. The bids submitted exceeded the Department's expected budget by over 40%. The Department believes that it is in the best interest of the City to re-advertise this project. |

Department of Public Works/Department of Recreation and Parks

3. RP 11820, Carroll Park Field House	Plano-Coudon, LLC	\$1,373,000.00
MBE: Fallsway Construction Co., Inc.	\$128,000.00	9.32%
New Century Construction, Inc.	80,000.00	5.82%
Stokit Supply Co., Inc.	68,000.00	4.95%
Total	\$276,000.00	20.09%
WBE: Moisture Proof & Masonry, Inc.	\$ 45,000.00	3.28%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of Recreation and Parks4. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,178,000.00	9938-904809-9475	9938-905809-9474
State	City Park Maintenance FY11 Reserve	City Park Maintenance FY11 Active
268,000.00	9938-902811-9475	9938-904811-9474
Rec. & Parks	Park Master Plan Implementation	Park Master Plan Implementation
<u>25th Series</u>	Reserve	Active
\$1,446,000.00		

This transfer will provide funds to cover the costs associated with the award of the Carroll Park Field House Project, Contract No. RP 11820 to Plano-Coudon, LLC

Bureau of Purchases

5. B50002453, Providing Temporary Nursing Services **\$1,500,000.00**

(Health Dept., Bureau of School Health)

(First Call) \$ 750,000.00
Excel Staffing & Personnel Services, Inc.

MBE: Trustworthy Staffing Solutions, Inc. 15.00%

WBE: Dependable Services Group, LLC 8.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases - cont'd

(Second Call)

Arbor E&T, LLC	\$ 500,000.00
d/b/a Care Resources	

MBE: Excel Staffing & Personnel Services, Inc.	15.00%
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WBE: Dependable Services Group, LLC	8.00%
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MWBOO FOUND VENDOR IN COMPLIANCE.

(Third Call)

Dependable Services Group, LLC	\$ 250,000.00
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MBE: Crownhills Enterprises, Inc.	15.00%
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WBE: All Staffing, Inc.	8.00%
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MWBOO FOUND VENDOR IN COMPLIANCE.

6. B50002520, Backhoe Loaders with Tag Along Trailers	Valley Supply & Equipment	\$ 208,150.00
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(DPW, Bureau of Water & Wastewater)

MWBOO GRANTED A WAIVER.

7. B50002521, Dump Trucks	Chesapeake Ford Truck Sales, Inc.	\$ 278,440.00
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(DPW, Bureau of Water & Wastewater)

MWBOO GRANTED A WAIVER.

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

8. B50002536, Crew Cab Trucks Apple Ford, Inc. \$ 476,000.00
with a Utility Body

(DPW, Bureau of Water & Wastewater)

MWBOO GRANTED A WAIVER.

9. B50002613, After Market \$2,500,000.00
Parts for Heavy Trucks
& Equipment

(Dept. of General Services, Fleet Mgmt.)

THC Enterprises \$ 500,000.00
d/b/a Mid Atlantic
Waste Systems

Waste Equipment \$ 600,000.00
Sales & Service,
LLC

Correlli, Inc. \$ 700,000.00

Fleet Pride, Inc. \$ 700,000.00

MWBOO GRANTED A WAIVER.

MINUTES

Bureau of Purchases - Acceptance of Technical Proposal
and Opening of Price Proposal

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the technical proposals for Solicitation No. B50002380, Operate & Manage The "Du" Burns Soccer Arena, and authorize opening of envelope "B" containing the contingency fees of:

Coppermine Fieldhouse, LLC.

AMOUNT OF MONEY AND SOURCE:

Revenue Generating

BACKGROUND/EXPLANATION:

On September 26, 2012, the Board opened the only technical proposal received for the above referenced solicitation. The technical proposal received was scored by an evaluation committee and achieved the technical requirements.

UPON MOTION duly made and seconded, the Board approved acceptance of the technical proposals for Solicitation No. B50002380, Operate & Manage The "Du" Burns Soccer Arena, and authorized opening of envelope "B" containing the contingency fees of Coppermine Fieldhouse, LLC.

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 7, and November 14, 2012.

The Board **NOTED 6** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on November 7, and November 14, 2012.

MINUTES

Department of Planning - Ratification

ACTION REQUESTED OF B/E:

The Board is requested to ratify the procurement of services provided by Graphic Jack and approve an Expenditure of Funds by Expenditure Authorization for services performed between July - October 2012.

AMOUNT OF MONEY AND SOURCE:

\$7,500.00 - 1001-000000-1873-187400-603026

BACKGROUND/EXPLANATION:

On July 20, 2012, the Department procured Graphic Jack to provide design and production services for the 2012 Bond Campaign at an initial costs of \$5,000.00. Additional services were subsequently needed and provided by the vendor, which caused the cost to increase and now requires Board approval.

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

UPON MOTION duly made and seconded, the Board ratified the procurement of services provided by Graphic Jack and approved an Expenditure of Funds by Expenditure Authorization for services performed between July - October 2012.

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

The Board is requested to approve and authorize execution of a lease agreement between the Department of Recreation and Parks, Lessor and The Baltimore City Board of School Commissioners, Lessee, for the rental of five recreation centers located at 106 E. Cross Street, 820 E. 43rd Street, 300 E. 29th Street, 1235 Sherwood Street, and 3901 Maine Avenue consisting of approximately 4,776 sq. ft., 7,326 sq. ft., 7,302 sq. ft., 8,576 sq. ft., and 10,100 sq. ft., respectively. The period of the lease agreement is for three years, effective upon Board approval with one-three year renewal option.

AMOUNT OF MONEY AND SOURCE:

Annual Rent

\$1.00 (if demanded)

BACKGROUND/EXPLANATION:

The Lessee will use the leased premises to provide recreation and education to the youth of the various communities.

The Lessor will be responsible for any structural and capital improvements, identify office furniture, equipment, and fixtures to remain for the lessee and to terminate telephone, security, and fire safety equipment that will be transferred into the name of the lessee.

The Lessee will be responsible for all utilities, insurance, maintenance, janitorial, repairs, telephone services, and

MINUTESSpace Utilization Committee - cont'd

funding for fire prevention certification of the leased premises. The Lessee will keep the parking lots clear of ice, snow, and debris. In addition, the lessee will be responsible for minor expenses that are non-capital and less than \$50,000.00.

The Space Utilization Committee approved this lease at its meeting on November 27, 2012.

(FILE NO. 55427)

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement between the Department of Recreation and Parks, Lessor and the Baltimore City Board of School Commissioners, Lessee, for the rental of five recreation centers located at 106 E. Cross Street, 820 E. 43rd Street, 300 E. 29th Street, 1235 Sherwood Street, and 3901 Maine Avenue consisting of approximately 4,776 sq. ft., 7,326 sq. ft., 7,302 sq. ft., 8,576 sq. ft., and 10,100 sq. ft., respectively.

Kim A. Trueheart

December 4, 2012

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of questionable management and administration within the Department of Recreation and Parks.

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

1. Whom you represent: Self
2. What the issues are:
 - a. Pages 51, Space Utilization Committee – Lease Agreement Renewal, if approved:
 - i. Please provide access to the document(s) which disclose the terms of this LEASE Agreement Renewal.
 - ii. This Lease Agreement Renewal demonstrates the inequitable and disparate treatment of recreation center users/partners by this administration;
 - iii. A 3-year base lease term appears to be unusually short as compared to other agreements which have been for periods as long as 50 years.
 - iv. The lease terms appear to be punitive and unfairly shift, numerous deferred maintenance items associated with the fire suppression system, to the BCPSS which were neglected by the Department of Recreation and Parks.
3. How the protestant will be harmed by the proposed Board of Estimates' action: This agreement demonstrates the historical ineptness of the Department and provides NO insight into the Department's ability to learn from past mistakes/mismanagement of recreation facilities.
4. Remedy I desire: This agreement should be modified and the department directed to correct the life/safety issues which were neglected for years!

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on December 5, 2012.

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

Sincerely,
Kim Trueheart, Citizen

5519 Belleville Ave
Baltimore, MD 21207

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

The Board is requested to approve and authorize execution of an amendment to the lease agreement with the Baltimore Street Car Museum, Inc., lessee for the Baltimore Street Car Museum located on Falls Road, also known as 1901 Falls Road. The amendment to the lease agreement is effective November 1, 2012.

AMOUNT OF MONEY AND SOURCE:

Annual Rent

\$1.00 (if demanded)

BACKGROUND/EXPLANATION:

The Board is requested to approve an amendment to the lease agreement which deletes the references to the Department of Recreation and Parks and replaces them with the Department of General Services.

All other terms and conditions of the original lease dated September 27, 1971 will remain in full force and effect.

The Space Utilization Committee approved this amendment to the lease agreement at its meeting on November 27, 2012.

(FILE NO. 43434)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to the lease agreement with the Baltimore Street Car Museum, Inc., lessee for the Baltimore Street Car Museum located on Falls Road, also known as 1901 Falls Road.

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

The Board is requested to approve and authorize execution of a lease agreement with Total Health Care, Inc., tenant, for the rental of a portion of the property known as 1515 W. North Avenue, consisting of approximately 4,000 sq. ft. The period of the lease agreement is effective upon Board approval for three years with an option to renew for one additional 3-year period at a negotiated rate.

AMOUNT OF MONEY AND SOURCE:

Annual Rent

\$1.00 (if demanded)

BACKGROUND/EXPLANATION:

The leased premises will be used for the operation of the Men's Health Center providing primary healthcare for non-insured and underinsured men. The City will be responsible for maintaining, the exterior and interior of the building to include the foundations, roof, walls, gutters, downspouts, utilities, janitorial, security, snow, ice and debris removal. The tenant accepts the leased premises in its current existing condition and will be responsible for the removal of any medical waste, as well as any licensing and liability insurance requirement.

The Space Utilization Committee approved this lease agreement at its meeting on November 27, 2012.

(FILE NO. 56516)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with Total Health Care, Inc., tenant, for the rental of a portion of the property known as 1515 W. North Avenue, consisting of approximately 4,000 sq. ft.

MINUTES

Police Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the following grant awards from the Governor's Office of Crime Control and Prevention (GOCCP).

1. **SEXUAL ASSAULT RAPE CRISIS CENTER** **\$24,826.00**

Account: 5000-599713-2013-688000-600000

This grant award will fund a full-time victim advocate for victims of sexual assault. The victim advocate is employed by TurnAround, Inc. and the Baltimore City Rape Crisis Center which collaborates with the Baltimore City Police Department's Sex Offence Unit, and provides direct advocacy support for sexual assault victims. The primary responsibility of this advocate is to support the Department's Sex Offense Detectives while they are working with victims. The period of the grant award is January 1, 2013 through June 30, 2013.

2. **2012 CRIME LABORATORY ENHANCEMENT PROGRAM** **\$35,503.00**

Account: 4000-472713-2024-212600-600000

The 2012 Crime Laboratory Enhancement Program assists in the development and implementation of strategies specifically intended to increase efficiency in the Department's crime laboratory. The grant provides funding for overtime to reduce the Firearms and Latent Print

MINUTESPolice Department - cont'd

Examiner's backlog, training to meet certification and accreditation requirements, and specified laboratory equipment. The period of the grant award is October 1, 2012 through August 31, 2013.

APPROVED FOR FUNDS BY FINANCE

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

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

MINUTES

Police Department - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding between the Mayor's Office on Criminal Justice (MOCJ) and the Community Law in Action, Inc. The period of the MOU is January 1, 2012 through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$109,037.50 - 4000-497411-2252-692902-607001

BACKGROUND/EXPLANATION:

On September 17, 2012, the Board approved an intergovernmental agreement with the Maryland Department of Juvenile Services (DJS) for the "Continuum of Opportunity Reentry Program and Services" in the amount of \$111,735.94.

Under this agreement, the MOCJ will provide services and support to youth returning to Baltimore City from the DJS out-of-home placements, or who are on probation with DJS. The MOCJ wishes to retain the services of Community Law in Action, Inc., to engage 15 DJS youth in community action projects. The MOU will be administered by the MOCJ and its joint office, the Baltimore City Police Department's Grants Section.

The MOU is late because of a Department oversight that occurred because of staff turnover.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding between the Mayor's Office on Criminal Justice and the Community Law in Action, Inc.

MINUTESPolice Department - Agreements

The Board is requested to approve and authorize execution of the agreements of contractual services between the Mayor's Office of Criminal Justice of Baltimore City and the consultant listed below. The period of the agreements is November 21, 2012 through August 31, 2013.

1.	ANN M. MYERS	\$15.00	\$4,050.00
2.	ANN M. TINDALL	\$15.00	\$4,050.00
3.	AMANDA P. MUMFORD	\$15.00	\$4,050.00
4.	CHERYLE L. FRALING	\$15.00	\$2,025.00
5.	DARNELL PENN	\$15.00	\$4,050.00
6.	ELISEBA OSORE	\$15.00	\$1,350.00
7.	NATASHA GRIFFIN	\$15.00	\$4,050.00
8.	WANDA CARTER	\$15.00	\$2,025.00

Account: 5000-516411-2252-690500-603018

The above-listed consultants will serve as monitors for Baltimore City's Supervised Visitation Center.

The Cooperative Agreement for Supervised Visitation, award funds to the Visitation Center (Center) which will create a safe haven for families with histories of domestic violence. The Center will allow for visitation between children and their visiting

MINUTES

Police - cont'd

parents in a monitored setting and/or monitor exchanges of children for weekend visits with their non-custodial parents.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreements between the Mayor's Office of Criminal Justice and the foregoing consultants.

MINUTES

Baltimore City's Sheriff's Office - Cooperative Reimbursement Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a reimbursement agreement with the State of Maryland, Department of Human Resources, Child Support Enforcement Administration (The CSEA). The period of the agreement is October 1, 2012 through September 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$1,023,319.00 - Federal Operating Cost
527,165.00 - City Share Operating Cost -
1001-000000-1180-502800-401660
\$1,550,484.00

BACKGROUND/EXPLANATION:

The CSEA cooperative agreement is a federally funded program that affords the State of Maryland to enter into an agreement with the Sheriff's Office to provide child support enforcement services. This program operates in accordance with the Federal Department of Health and Human Services under Title IV-D of the Social Security Act. The services provided under this agreement are services of process, execution of writs, warrants and body attachments; participation in departmental initiatives, local services, transportation of prisoners, and courthouse security.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the reimbursement agreement with the State of Maryland, Department of Human Resources, Child Support Enforcement Administration.

MINUTES

Department of Finance - Amendment to Deferred Compensation Plan

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

N/A - There is no charge to the City of Baltimore

BACKGROUND/EXPLANATION:

On February 9, 2005, the Board approved the Deferred Compensation Plan Document (Plan). This document contains the administrative rules and regulations for operating and maintaining the Plan as well as appropriate elements reflecting the current federal regulations necessary to be followed by a plan sponsor. The Plan will be amended to comply with the Heroes Earnings Assistance and Relief Tax Act of 2008 (HEART Act) that is required by law to be adopted by the end of the 2012 plan year. The HEART Act provides tax benefits and incentives to military personnel.

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

MINUTES

Department of Finance - Revisions to Administrative
Manual Jury Service Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize revisions to the Administrative Manual's Jury Service Policy.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The City's Jury Service policy, AM-204-5, provides leave for employees who have been called for jury service and explains the procedures for both requesting and approving leave for this purpose. The proposed revisions are intended to incorporate a recent change in state law, which now requires employers to give night shift workers an opportunity to rest before having to report back to work following jury service. The revisions are also intended to update the language of the policy and to convey the policy in a more user-friendly manner.

The revisions to AM-204-5 were drafted by the Department of Human Resources, and were reviewed and recommended by a committee of human resources representatives from the Department of Transportation, Department of Public Works, Department of General Services, Baltimore Police Department, Recreation and Parks, Enoch Pratt Free Library, Baltimore Convention Center, and the Department of Finance.

The policy was reviewed and recommended by the Law Department and the Office of the Labor Commissioner.

UPON MOTION duly made and seconded, the Board approved and authorized the revisions to the Administrative Manual's Jury Service Policy.

MINUTESDepartment of Law - Transfer of Life-to-Date Sick Leave

The Board is requested to approve the transfer of Life-To-Date sick leave days from the listed City employees to the designated employee, Sylvia J. Morgan.

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

<u>NAMES</u>	<u>DAYS</u>
Nancy Bavato	1
Asenath Brown	3
Wendy Dabney	2
Carolyn DuBose	5
Rebecca Gallagher	2
Mary Humphries	5
Mary F. Keenan	5
Kyriakos Marudas	2
John C. Mayden	2
George Nilson	2
Deborah Windley	<u>1</u>
	30

APPROVED FOR FUNDS BY FINANCE

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

UPON MOTION duly made and seconded, the Board approved the transfer of Life-To-Date sick leave days from the listed City employees to the designated employee, Sylvia J. Morgan.

MINUTES**PERSONNEL**

Department of Human Resources/ - Overlap in Employment
Department of Finance, Bureau
of Collections

ACTION REQUESTED OF B/E:

The Board is requested to approve an overlap in employment of excess in 20 working days, beginning December 6, 2012:

31100 - Administrative Coordinator
Grade 087 (\$37,407.00 - \$45,218.00)
Job No. 1480-33381

AMOUNT OF MONEY AND SOURCE:

\$3,309.08 - 1001-000000-1480-166400-601001

BACKGROUND/EXPLANATION:

This request for overlap is to allow the new employee, Ms. Onica Barnes, to receive training and to shadow Ms. Mary Bracken, in order to ensure a smooth transition in staff. The overlap in employment is due to retirement of Ms. Mary Bracken effective January 9, 2013. This position is critical to the operations of the Collections Bureau.

In compliance with the provisions of the Administrative Manual, Section 211-1 "Personnel-Overlap in Employment", the Department of Human Resources respectfully requests the Board's approval.

THE EXPENDITURE CONTROL COMMITTEE HAS RECOMMENDED APPROVAL.

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

MINUTES

Department of Housing and - Local Government Resolution
Community Development

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

The following organization is applying to the State of Maryland's Neighborhood BusinessWorks Grants Fund Program (NBWP). 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. BALTIMORE PUBLIC MARKETS CORPORATION	\$200,000.00
	(NBWP)

Baltimore Public Markets Corporation, located at 400 West Lexington Avenue, proposes to work in collaboration with The Historic East Baltimore Community Action Coalition (HEBCAC), to renovate the interior and the exterior of the Northeast Market Public Market.

The Northeast Market Public Market, located at 2100 E. Monument, will include the following renovations: Design and install a new Monument Street façade and improve the two side and two rear entrances, improve the market stall configuration appearance to improve flow of foot traffic into the main Monument Street Market entrance and to emphasize healthy food vendors, improve the appearance of the north and south walls with murals and other forms of public art, and design and install new landscaping around the market.

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

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the land disposition agreement with Metra Realty, LLC, developer, for the sale of the property located at 2101 Jefferson Street (Block 1670, Lot 014).

AMOUNT OF MONEY AND SOURCE:

\$3,500.00 - Purchase Price

BACKGROUND/EXPLANATION:

A good faith deposit of \$350.00 has been paid by the developer.

The project will consist of moderate and major repairs to the subject property for sale to a homeowner or for use as rental housing.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE VALUE DETERMINED BY THE WAIVER VALUATION PROCESS.

The waiver valuation process was used in lieu of an appraisal. The waiver valuation determined the property to be valued at \$7,433.00. The property is in need of a roof and the rear rooms on the second floor have collapsed to the first floor of the house. The property will be sold for \$3,500.00. The following factors are present:

1. stabilizing the immediate community,
2. elimination of blight,
3. economic development, real estate and other taxes, and
4. the opportunity to hasten the rehabilitation of the property.

Comparables used to substantiate the sale price are 2401 Ashland Avenue, 2403 Ashland Avenue and 504 Robinson Street.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

The properties are not subject to Article 5, Subtitle 28 of the Baltimore City Code because it is being sold for less than \$49,999.99.

(FILE NO. 57211)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Metra Realty, LLC, developer, for the sale of the property located at 2101 Jefferson Street (Block 1670, Lot 014).

MINUTES

Department of Housing - Subordination Agreement
and Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve as to form a subordination agreement and investment agreement as incorporated as part of the subordination agreement for the Camden Crossing Homeownership Project. 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:

N/A

BACKGROUND/EXPLANATION:

On June 5, 2002, the Board approved the City's investment of \$3,500,000.00 to assist with the new construction of one hundred fifty (150) market rate, for-sale townhome units and related infrastructure improvements for the Camden Crossing Homeownership project located on the former site of the Kopper Metal Works and Warehouse. The developer is Camden Associates, LLC (a wholly owned subsidiary of Metroventures/USA, Inc.) and is a 100% minority owned Development Company whose principals consist of Ms. Suzanne Graham and Mr. Olusola Seriki.

DHCD funds were used to permanently write down the cost to the project for the construction of the roads, storm drains, water main, sanitary sewer, sidewalks, driveway aprons and other site development costs. The sources of funds for this investment were Motor Vehicle Revenue (MVR) and Community Development Block Grant (CDBG) funds.

MINUTES

DHCD - cont'd

On May 5, 2004, the Board approved a subordination agreement with a new first lender, Columbia Bank. While the initial years of the project were extremely successful, in the spring of 2006 Camden Crossing started to face challenges that were reflective of the overall regional housing market. In 2007, problems in the mortgage industry soon consumed the housing market, which again impacted the project. To date, 116 of the 150 units have been constructed and sold. Per the terms of the City's Investment Agreement, construction was to have been completed in March 2008.

On August 20, 2008, the Board approved the first extension to the Investment Agreement. The 2008 Memorandum approved an extension to the completion date of the project to June 15, 2010.

On December 14, 2011, the Columbia Bank loan was refinanced and assigned to Mt. Vernon Financial for an amount not to exceed \$475,000.00. The Columbia Bank loan was paid in full in the amount of \$343,848.15. The excess loan proceeds were used to pay closing costs and municipal fees and charges.

On October 5, 2012, the Developer obtained two refinancing commitments from Rosedale Federal Savings Association for a total of \$2,050,000.00; a \$550,000.00 Commercial Real Estate Loan, and a \$1,500,000.00 Revolving Construction Loan. Proceeds of the Commercial Real Estate Loan are to be used to repay the Mt. Vernon loan and the Revolving Construction Loan will fund the construction of future housing units.

The interest rate for the Commercial Real Estate Loan is 6½%, secured by a first lien deed of trust on the property for 24 months with payments of interest only on the principal amount of the loan. At the conclusion of the term, the entire outstanding principal balance together with any and all accrued interest will be due and payable.

MINUTES

DHCD - cont'd

The interest rate for the Revolving Construction Loan is 6½%, secured by a second deed of trust on the property for 24 months with payments of interest only on the principal amount of the loan. At the conclusion of the term, the entire outstanding principal balance of the loan, together with all accrued interest will be due and payable. Each of the loans may be extended for an additional 12-month period if no default has occurred. In order to refinance the existing loan, Rosedale Federal Savings Association requires the City to execute a Subordination Agreement. No advance of construction funds may be made for any section until at least four of the lots have been pre-sold.

While the developer has attempted through various strategies to complete the project since the initial approval by the Board, it is in the City's best interest to approve the extension to the Investment Agreement and Subordination Agreement which will be coterminous with the Rosedale Federal loan.

120 days after the close of each fiscal year, the borrower, Camden Associates, LLC must provide copies to the Department of their annual financial statements in reasonable detail. Failure to submit the Annual Financial Statements will be an event of default. All other terms and conditions of the Investment Agreement remain in full force and effect.

MINUTES

DHCD - cont'd

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.

THE DIRECTOR OF FINANCE REVIEWED AND RECOMMENDED APPROVAL.

(FILE NO. 55922)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the subordination agreement and investment agreement as incorporated as part of the subordination agreement for the Camden Crossing Homeownership Project.

MINUTES

Department of Housing
and Community Development

- Estoppel Agreement and
Amendment No. 1 to Land
Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an Estoppel Agreement with Rosedale Federal Savings and Loan Association, and Camden Associates, LLC. and Amendment No. 1 to Land Disposition Agreement with Camden Associates, LLC. The first amendment to the LDA extends the period of the agreement through December 31, 2015.

ACTION REQUESTED OF B/E:

N/A

BACKGROUND/EXPLANATION:

On November 24, 1999, the Board approved a Land Disposition Agreement with Camden Associates, LLC for a parcel of land in the Washington Village Urban Renewal Area known as the Camden Crossing Project. Camden Associates, LLC has constructed 131 townhomes thereon and intends to construct an additional 34 townhomes.

In furtherance of the refinancing of the term debt on the project, Rosedale Federal Savings and Loan Association intends to provide a real estate term loan in the amount of \$550,000.00 and a revolving construction loan not to exceed \$1,500,000.00. The estoppel agreement clarifies the rights of the City and the Lender in the event of a default by the Developer under the land disposition agreement or the loans as well as gives the Lenders added security and confidence in lending to the Developer. The Developer and Lender have requested that the City extend the Land Disposition Agreement through December 31, 2015, for the construction of the additional thirty-four townhomes.

MINUTES

DHCD - cont'd

The DHCD recommends that the Board approve the estoppel agreement and amendment no. 1 to the Land Disposition Agreement because of the tremendous benefits of this project to the community, which include the elimination of long-term blighting conditions, stabilization of the community, construction job opportunities and a substantial increase in property values.

MBE/WBE PARTICIPATION:

The Developer has signed a Commitment to Comply with the Minority and Women's Business Enterprise Program.

(FILE NO. 55922)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Estoppel Agreement with Rosedale Federal Savings and Loan Association, and Camden Associates, LLC. and Amendment No. 1 to Land Disposition Agreement with Camden Associates, LLC.

MINUTES

Department of Housing and
Community Development (DHCD)

- Abatement of Tax Sale
Interest Charges

ACTION REQUESTED OF B/E:

The Board is requested to abate tax sale interest charges accrued on 1823 N. Regester Street, 1829 N. Regester Street, and 1831 N. Regester Street.

AMOUNT OF MONEY AND SOURCE:

\$21,117.07 - Amount to be abated

BACKGROUND/EXPLANATION:

The DHCD and City Life Historic Properties have been working together since 2009 to revitalize neighborhoods in areas poised for redevelopment. Since the time the relationship was established, the Vacants to Value initiative was launched and City Life Historic Properties was the developer selected for one of the Oliver cluster areas.

In 2010, the Board approved a property exchange between the DHCD and City Life Historic Properties where the City exchanged properties the developer owned on blocks targeted for demolition with properties in the developer's targeted revitalization area. As part of the agreement, the developer signed a Right-of-Entry giving the City formal permission to demolish the property.

The developer has since secured the funding for the redevelopment project. However, during the recordation process discovered interest charges had accrued on the tax sale certificates in the amount of \$21,117.07. The full breakdown is below:

MINUTES

DHCD - cont'd

<u>Address</u>	<u>Swap</u>	<u>City Life Historic Properties' Initial Investment</u>	<u>Lien Sheet as of 5/18/2012</u>	<u>Charges Due at Time of Recording</u>	<u>Amount Requested for Abatement</u>
1823 N. Regester Street	1614 N. Bond Street	\$11,361.24	\$1,058.20	\$ 3,252.36	\$ 2,194.16
1829 N. Regester Street	1602 N. Bond Street	22,364.42	324.60	10,763.57	10,438.97
1831 N. Regester Street	1510 N. Caroline Street	16,295.96	322.34	8,806.28	8,483.94
		\$50,021.62	\$1,705.14	\$22,822.21	\$21,117.07

The additional charges have proven to be cost prohibitive to the developer and the financier as the charges inflate the value of the property in an area where market values have declined.

Therefore, the Department is requesting the Board to authorize the administrative abatement of the accrued interest charges and those charges and liens which may have accrued since the original lien certificate date, so that the developer may record the deed and continue the development project.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved the WITHDRAWAL of the abatement of tax sale interest charges accrued on 1823 N. Regester Street, 1829 N. Regester Street, and 1831 N. Regester Street.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the Release of the Land Disposition Agreement (LDA) dated November 17, 1993 for the sale and use of the City-owned property located at 2505 W. North Avenue to Wolfe-Chase North Corporation and subsequently conveyed to The State of Maryland for the use of The University System of Maryland, on behalf of its constituent institution, Coppin State University.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This request is necessary to release the restricted use of the property for residential rehabilitation as stated in the original LDA. The property will be developed as a site for the construction of new academic buildings for Coppin State University.

The State of Maryland will invest over \$80,000,000.00 in project construction of the new facility.

The Developer is the owner of real property being known as 2505 W. North Avenue (the property). The developer acquired fee simple title to the property pursuant to a deed dated June 22, 2010 from Wolfe-Chase North Corporation, a Maryland Corporation (Wolfe-Chase). The deed is recorded among the land records of Baltimore City at Liber FMC 12732, Folio 00289.

The Property was previously conveyed to Wolfe-Chase by the City pursuant to a deed dated November 23, 1994 and recorded among the land records of Baltimore City at Liber SEB 4685, Folio 123 (the Deed).

MINUTES

DHCD - cont'd

Pursuant to certain provisions of the Deed, the Property was conveyed to the Developer by Wolfe-Chase subject to and with the benefit of the terms, conditions, covenants, provisions, restrictions, easements, and reservations set forth in a certain Disposition Agreement (the Disposition Agreement) which was recorded among the land records of Baltimore City at Liber SEB 4685, folio 127.

The Developer intends to develop the Property as a site for the construction of new academic buildings for Coppin State University. The Developer desires to own the property free and clear of the terms, conditions, covenants, provisions, restrictions, easements, and reservations of the Disposition Agreement and the City is willing to release the property because the development of the property by the Developer will result in a significant enhancement of the surrounding neighborhood.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable in that this is to release the current owner (State of Maryland) from the terms and conditions of the original contract.

The property is not subject to Article 5, Subtitle 28 of the Baltimore City Code because the property is not owned by the City of Baltimore.

(FILE NO. 56674, ALSO SEE 57120)

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Release of the Land Disposition Agreement (LDA) dated November 17, 1993 for the sale and use of the City-owned property located at 2505 W. North Avenue to Wolfe-Chase North Corporation and subsequently conveyed to The State of Maryland for the use of The University System of Maryland, on behalf of its constituent institution, Coppin State University.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the release of the land disposition agreement (LDA) dated May 11, 1994 for the sale and use of the City-owned property located at 2551 W. North Avenue to Coppin State College Development Foundation, Inc. and subsequently conveyed to the State of Maryland for the use of The University System of Maryland, on behalf of its constituent institution, Coppin State University.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This request is necessary to release the restricted use of the property for residential rehabilitation as stated in the original LDA. The property will be developed as a site for the construction of new academic buildings for Coppin State University.

The State of Maryland will invest over \$80,000,000.00 in project construction of the new facility.

The Developer is the owner of real property being known as 2551 W. North Avenue (the property). The developer acquired fee simple title to the property pursuant to a deed dated May 27, 2010 from Coppin State College Development Foundation, Inc., a Maryland corporation (the Foundation). The deed is recorded among the land records of Baltimore City at Liber FMC 12662, Folio 0202.

The Property was previously conveyed to the Foundation by the City pursuant to a deed dated September 23, 1994 and recorded among the land records of Baltimore City at Liber 4490, Folio 220 (the Deed).

MINUTES

DHCD - cont'd

Pursuant to certain provisions of the Deed, the Property was conveyed to the Developer by the Foundation subject to and with the benefit of the terms, conditions, covenants, provisions, restrictions, easements, and reservations set forth in a certain Disposition Agreement (the Disposition Agreement) which was recorded among the land records of Baltimore City at Liber SEB 4490, Folio 220-A.

The Developer intends to develop the Property as a site for the construction of new academic buildings for Coppin State University. The Developer desires to own the Property free and clear of the terms, conditions, covenants, provisions, restrictions, easements and reservations of the Disposition agreement and the City is willing to release the property because the development of the property by the Developer will result in a significant enhancement of the surrounding neighborhood.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable in that this is to release the current owner (State of Maryland) from the terms and conditions of the original contract.

The property is not subject to Article 5, Subtitle 28 of the Baltimore City Code because the property is not owned by the City of Baltimore.

(FILE NO. 57120, SEE ALSO 56674)

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the release of the land disposition agreement dated May 11, 1994 for the sale and use of the City-owned property located at 2551 W. North Avenue to Coppin State College Development Foundation, Inc. and subsequently conveyed to the State of Maryland for the use of The University System of Maryland, on behalf of its constituent institution, Coppin State University.

MINUTES

Mayor's Office of - Grant Agreements and Ratification
Human Services (MOHS) of Amendment to Agreement

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

1. **PROJECT PLASE, INC.** **\$ 73,163.00**

Account: 4000-490913-3573-333626-603051

Project PLASE, Inc. will utilize the funds to support a full time registered nurse to serve 100 homeless HIV positive clients and an additional 50 clients without AIDS or HIV at its transitional and permanent housing facility.

MWBOO GRANTED A WAIVER.

2. **JOBS, HOUSING AND RECOVERY, INC.** **\$ 50,390.00**

Account: 4000-480013-3572-333658-603051

Jobs, Housing and Recovery, Inc. will utilize the funding to offset operating costs for their emergency homeless shelter and drop-in center, which serves 500 homeless each day. Services will include but are limited to nutritional assistance, case management and transportation assistance.

MWBOO GRANTED A WAIVER.

3. **YMCA OF CENTRAL MARYLAND, INC** **\$2,018,441.00**

Account: 4000-486313-6051-516100-603051

The organization will utilize the funds to operate the Emily Price Jones Head Start Program. The program will serve 338 children and their families in Baltimore City. A two month advance of \$400,280.00 was approved by the Board on June 27, 2012, making the total amount of the agreement \$2,418,721.00. All activities under this agreement will be monitored by the MOHS.

MINUTESMOHS - cont'd

The provider requested and was granted a waiver of the balance of the MBE/WBE goals. Of the total amount of \$2,418,721.00, \$2,227,441.00 are for items that are proprietary and non-segmentable. The goals were set on the non-exempt amount of \$191,280.00

MWBOO SET GOALS OF 27% MBE AND 10% WBE ON THE AMOUNT OF \$191,280.00.

MWBOO FOUND THE VENDOR IN COMPLIANCE.

RATIFICATION OF AMENDMENT TO AGREEMENT

4. **DAYSPRING PROGRAMS, INC.** **\$ 47,830.00**

Account: 4000-486312-6051-515600-603051

The Dayspring Head Start serves 511 children and their families comprehensive holistic health and educational services. The amendment will provide funds to make the necessary improvements to the Harford Heights Modular building which houses the Dayspring Program.

To help ensure the health and safety of the children, the building requires a new roof and downspouts, replacement of window gates due to rotting of the exterior of the new building as well as painting on the exterior of the building, and new subflooring due to rotting. The period of the ratification to amendment to agreement is July 1, 2011 through September 12, 2012.

MINUTES

MOHS - cont'd

The grant agreements are late because of a delay at the administrative level.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements. The President **ABSTAINED** on item nos. 3 and 4.

MINUTES

Department of Transportation - Refund of Excess Proceeds
from an Auction

ACTION REQUESTED OF B/E:

The Board is requested to approve payment by Expenditure Authorization of the refund of excess proceeds from a City vehicle auction to the registered owner, Mr. Micah Edward Johnson.

AMOUNT OF MONEY AND SOURCE:

\$5,766.00 - 1001-000000-1950-505215-401774

BACKGROUND/EXPLANATION:

The refund represents the proceeds beyond the expenses of receiving, storing, and disposing of the vehicle in question at auction. The refund is in accordance with AM-303-1 and Article 31, Section 97 of the Baltimore City Code.

The registered owner and/or lienholder was properly notified that the vehicle was at the Towing Section and the vehicle remained unclaimed. Therefore, the vehicle was sold at auction and Mr. Johnson has requested the refund of the excess proceeds from the auction.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved payment by Expenditure Authorization of the refund of excess proceeds from a City vehicle auction to the registered owner, Mr. Micah Edward Johnson.

MINUTES

Mayor's Office of - Charitable Solicitation
Employment Development (MOED)

ACTION REQUESTED OF B/E:

The Board is requested to endorse a governmental/charitable solicitation application to be submitted to the Board of Ethics of Baltimore City for donations to the 2013 Youth Works Program. The period of the campaign will be effective upon Board approval through the summer of 2013.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

The Board of Ethics is in receipt of the application pending Board of Estimates approval.

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

UPON MOTION duly made and seconded, the Board endorsed the governmental/charitable solicitation application to be submitted to the Board of Ethics of Baltimore City for donations to the 2013 Youth Works Program.

MINUTES

MOED - cont'd

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the individual training account agreement with the Maryland Center for Arts and Technology, Inc. for professional Services.

MINUTES

Mayor's Office of Employment - Modification No. 2
Development (MOED) to Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of modification no. 2 to the grant agreement with the Maryland State Department of Labor Licensing and Regulation (DLLR) for the Maryland Energy Sector Partnership & Training Program project. The modification extends the grant agreement through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The MOED received the Maryland Energy Sector Training Grant Award from the DLLR in March of 2010. On August 11, 2010, the Board approved the original agreement in the amount of \$218,067.00 for the period March 1, 2010 through January 28, 2013. On May 2, 2012, the Board approved a modification no. 1 to the grant agreement in the amount of \$100,000.00 making the total award \$318,067.00.

This modification no. 2 to grant agreement extends the period of the grant award agreement through June 30, 2013. All other terms and conditions of the grant remain unchanged.

The item is late because the MOED did not receive the official Modification Notice Award/Obligation from the DLLR until approximately October 3, 2012.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

MINUTES

MOED - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of modification no. 2 to the grant agreement with the Maryland State Department of Labor Licensing and Regulation for the Maryland Energy Sector Partnership & Training Program project.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- | | | |
|--|-------------|---------|
| 1. GLOBAL TRAINING APPLICATIONS, LLC | \$30,708.00 | Low Bid |
| Solicitation No. B50002703 - Tactical Helmets - Police Department - Req. No. R616730 | | |
| 2. FISHER SCIENTIFIC | \$40,000.00 | Low Bid |
| Solicitation No. B50002677 - Mobile Unit Lab Supplies - Police Department - Req. No. R606304 | | |

The period of the award is December 5, 2012 through December 4, 2013, with two 1-year renewal options.

- | | | |
|--|-------------|-------------|
| 3. AMES, INC. | \$36,998.00 | Sole Source |
| Solicitation No. 08000 - Replacement of Fairbanks Morse Pump Parts - Department of Public Works - Req. No. R615755 | | |

The Department of Public Works requires Fairbanks Morse replacement pumps and parts which are OEM parts. The vendor is the sole authorized supplier and distributor of these pumps and in the State of Maryland.

- | | | |
|---|---------|---------|
| 4. TOTE-IT, INC. | \$ 0.00 | Renewal |
| Solicitation No. B50001369 - Snow and Ice Removal - Enoch Pratt Free Library - Req. No. P512397 | | |

On February 10, 2010, the Board approved the initial award in the amount of \$10,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This final renewal is for the period March 10, 2013, through March 9, 2014.

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

5. I GIVE QUALITY NOT QUANTITY

<u>FLOOR CLEANING SERVICE</u>	<u>\$ 9,600.00</u>	<u>Renewal</u>
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Solicitation No. B50001740 - Janitorial Services - Branch #7 & #13 - Enoch Pratt Free Library - Req. No. R563587

On January 26, 2011, the Board approved the initial award in the amount of \$9,600.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$9,600.00 is for the period February 1, 2013 through January 31, 2014, with one 1-year renewal option remaining.

<u>F.L. ANDERSON COMPANY</u>	<u>\$25,000.00</u>	<u>Renewal</u>
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Solicitation No. B50002227 - Fire Hose Repair - Fire Department - Req. No. P518927

On December 20, 2011, the Board approved the initial award in the amount of \$25,000.00. The award contained three 1-year renewal options. This renewal in the amount of \$25,000.00 is for the period January 11, 2013 through January 10, 2014, with two 1-year renewal options remaining.

<u>SHANNON-BAUM SIGNS, INC.</u>	<u>\$48,000.00</u>	<u>Low Bid</u>
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Solicitation No. B50002690 - Decals - Fire Department - Req. No. R615202

The period of the award is January 1, 2013 through December 31, 2013, with two 1-year renewal options.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 8. <u>PREFERRED CLEANING, LLC.</u> | <u>\$16,024.80</u> | <u>Renewal</u> |
| Solicitation No. B50001717 - Janitorial Services - Dukeland Child Care Center - Department of Housing and Community Development - Req. No. P515900 | | |

On January 26, 2011, the Board approved the initial award in the amount of \$16,024.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$16,024.00 is for the period February 1, 2013 through January 31, 2014, with one 1-year renewal option remaining.

- | | | |
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| 9. <u>NULINX INTERNATIONAL, INC.</u> | <u>\$36,000.00</u> | <u>Renewal</u> |
| Contract No. 08000 - COPA-Web-based Software Package - Mayor's Office of Human Services - Req. No. R617179 | | |

On January 12, 2011, the Board approved the initial award in the amount of \$36,000.00. The award contained four 1-year renewal options. On January 11, 2012, the Board approved the first renewal in the amount of \$36,000.00. This renewal in the amount of \$36,000.00 is for the period January 12, 2013 through January 11, 2014, with two 1-year renewal options remaining.

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

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

10. LIFE TECHNOLOGIES

CORPORATION	\$181,000.00	Sole Source
Solicitation No. 08000 - DNA Investigator Kits - Police Department - Req. No. R610020		

Life Technologies Corporation is the manufacturer and sole distributor of the consumable items required for the continual operation of the existing BPD Lab equipment. The period of the award is January 1, 2013 through December 31, 2013, with three 1-year renewal options.

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

11. QIAGEN, INC.

	\$ 60,000.00	Sole Source
Solicitation No. 08000 DNA Lab Consumables - Police Department - Req. No. R610381		

Qiagen, Inc. is the manufacturer and sole distributor of the consumable items required for the continual operation of existing BPD Lab equipment. The period of the award is January 1, 2013 through December 31, 2013, with three 1-year renewal options.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 12. SIMPLY GOOD, LLC | Revenue | Renewal |
| Solicitation No. B50001651 - Provide Concession Stand Staff and Services - Department of Recreation and Parks - P.O. No. P516025 | | |

On December 8, 2011, the Board approved the initial revenue award. The award contained two 1-year renewal options. This renewal is for the period December 5, 2012 through December 4, 2013, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

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|---|--------------|-----------|
| 13. ASPLUNDH TREE EXPERT COMPANY | \$625,000.00 | Extension |
| Contract No. B50000809 - Tree Removal and Maintenance - Agencies - Various - P.O. No. P505662 | | |

On December 10, 2008, the Board approved the initial award in the amount of \$5,000,000.00. The award contained two 1-year renewal options. On November 16, 2011, the Board approved a renewal in the amount of \$2,500,000.00. This extension in the amount of \$625,000.00 is in-lieu of a one-year renewal.

MINUTES**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

The period of the extension is December 9, 2012 through March 31, 2013. No renewals remain.

MWBOO SET GOALS OF 27% MBE AND 0% WBE.

MBE: L. Johnson Tree Services, LLC 21%

MWBOO FOUND VENDOR IN COMPLIANCE.

14. HOLABIRD ENTERPRISES OF
MARYLAND, INC. t/a TRANSTECH
TRANSMISSION CENTER \$450,000.00 Renewal
Solicitation No. B50000672 - Heavy Duty Automatic Trans-
missions - Department of General Services, Fleet Management -
P.O. No. P507920

On January 28, 2009, the Board approved the initial award in the amount of \$450,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$450,000.00 is for the period January 28, 2013 through January 27, 2014.

MWBOO SET GOALS OF 5% MBE AND 0% WBE.

MBE: Millennium Auto Park and Services 3%
 Grady Wright & Associates 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

15. PIPER		Extension and
STAFFING	\$ 38,610.00	Increase
Solicitation No. 06000 - Accountant CPA Services - Mayor's Office of Human Services - P.O. P521308		

On October 3, 2012, the Board approved the initial award in the amount of \$38,610.00 to fulfill the Head Start Program's immediate need for temporary, skilled accountant (CPA). The agency has not found a permanent employee. The agency is requesting an extension for six months while the agency continues with the permanent hiring process. This increase in the amount of \$38,610.00 will make the award amount \$77,220.00. The period of the extension is January 1, 2013 through June 30, 2013.

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

MWBOO GRANTED A WAIVER.

16. LABORATORY CORPORATION OF AMERICA HOLDINGS	\$150,000.00	Renewal
Solicitation No. B50002125 - Cytology Testing Services - Health Department - P.O. Nos. P521531 and P521564		

On December 7, 2011, the Board approved the initial award in the amount of \$86,000.00. The award contained three 1-year renewal options. On August 29, 2012, the assignment of the contract to Laboratory Corporation of America Holdings was approved. This renewal in the amount of \$150,000.00 is for the period January 1, 2013, through December 31, 2013, with three 1-year renewal options remaining.

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>
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Bureau of Purchases

17. MYKA CORP., d/b/a

CHEMDRY ELITE	\$ 0.00	Renewal
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Solicitation No. B50001761 - Provide Carpet, Drapery and Furniture Cleaning Services for Various Baltimore City Buildings - Agencies - Various - P.O. No. P516733

On February 16, 2011, the Board approved the initial award in the amount of \$60,000.00. The award contained four 1-year renewal options. On January 25, 2012, the Board approved the first renewal. This renewal is for the period February 16, 2013 through February 15, 2014, with two 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

18. GOVERNMENTJOBS.COM, INC.

d/b/a NEOGOV	\$152,600.00	Renewal
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Contract No. B50001787 from State of Oregon Contract No. 107-1815-09 - E-Recruitment Management Systems - Department of Human Resources - Req. No. R617487

On January 19, 2011, the Board approved the initial award in the amount of \$198,100.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$152,600.00 is for the period January 19, 2013 through January 18, 2014, with two 1-year renewal options remaining.

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>
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Bureau of Purchases

19. M & T BANK	\$ 0.00	Renewal and Extension
Contract No. B50000011 - Provide Credit Card Services - Department of Finance - Req. No. N/A		

On January 9, 2008, the Board approved the initial award. The award contained three 1-year renewal options. Subsequent actions have been approved. The contractor is compensated by charging customers a convenience fee for each credit card transaction. The renewal period and an additional extension of five months are being requested so that the contract expiration date coincides with Contract B50000362 General Banking Services with M&T Bank with the services combined on a new solicitation. The period of the extension is February 1, 2013 through June 30, 2014, with no renewal options remaining.

MWBOO GRANTED A WAIVER.

20. REPUBLIC PARKING SYSTEMS, INC.	\$360,000.00	Renewal
Contract No. B50001251 - Parking Meter Coin Collection Services - Department of Finance - Req. No. R617395		

On December 9, 2009, the Board approved the initial award in the amount of \$705,600.00. The award contained eight 1-year renewal options. On December 14, 2011, the Board approved the first renewal in the amount \$360,000.00. This renewal in the amount of \$360,900.00 is for the period February 1, 2013 through January 31, 2014, with six 1-year renewal options remaining.

MWBOO SET MBE AND WBE GOALS AT 0%

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

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

21. ANCHOR BAY EAST

MARINA, LLC	\$ 30,000.00	Extension
Solicitation No. B5000225 - OEM and Aftermarket Parts and Service for Marine Equipment - Department of General Services and the Baltimore City Police Department - P.O. No. P512707		

On January 9, 2008, the Board approved the initial award in the amount of \$50,000.00. On October 20, 2010, the Board approved a renewal of the award in the amount of \$100,000.00. A new Solicitation B50002720 for this requirement has been issued with bids due on December 5, 2012. An extension of the existing contract is needed to maintain continuity of services until a new contract is put in place. The period of the extension is January 1, 2013 through March 31, 2013.

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>
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Bureau of Purchases

22. BELAIR ROAD SUPPLY

CO.	\$ 20,000.00	Increase
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Solicitation No. B50002087 - Sewer Brick Storm Water -
Agencies - Various - P.O. No. P518004

On August 27, 2011, the Board approved the initial award in the amount of \$12,000.00. This increase in the amount of \$20,000.00 is necessary to meet the City's ongoing requirements under this contract. This increase in the amount of \$20,000.00 will make the award amount \$52,000.00. The contract expires on August 24, 2013, with one 1-year renewal option remaining.

23. ACCOUNTEMPS

	\$ 0.00	Extension
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Contract No. 06000 - Provide Temporary, Executive-Level Accountant Services - Department of Finance - P.O. No. P517874

On August 10, 2011, the Board approved the initial award in the amount of \$42,369.60 to fulfill the Finance Department's immediate need for temporary, skilled accountants. Subsequent actions have been approved. The agency has not yet found certain required permanent employees. The agency is requesting an extension of two months while the agency continues with the permanent hiring process.

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

MWBOO GRANTED A WAIVER.

Kim A. Trueheart

December 4, 2012

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of Baltimore City, of which I am a member, in good standing.

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

1. Whom you represent: Self
2. What the issues are: Page 89, Finance Department - Contract No. B50001251 – Parking Meter Coin Collection Services, if, approved:
 - a. This solicitation, originally awarded on December 9, 2009 established the minority and women business participation goals of MBE = 0% at WBE = 0%.
 - b. When MWBOO goals are set at 0% it is intended that this practice informs the market-place that minority and women owned businesses are under-represented in this particular business segment and thus an opportunity exist for entry.
 - c. Since 2009 minority participant availability may have changed and the structure of this procurement precludes a new company from bidding on this action.
 - d. This contract appears to be for a 10-year period which is unusually long and unfairly limits new companies from bidding;
 - e. Deprives the citizens of Baltimore the advantages associated with open competitions and potential cost savings.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This onerous burden can only be relieved when the cost saving business practices are consistently applied to all procurement actions. This award fails to accomplish that end and will be most costly to the citizens of Baltimore and myself.
4. The Remedy I Seek: This award should NOT be approved and the action should be re-solicited in the interest of true competition.

I look forward to opportunity to address this matter in person at the BOE on December 5, 2012. If you have any questions regarding this request, please telephone me at (410) 205-5114.

Sincerely,
Kim Trueheart, Citizen

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

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

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

24. WRIGHT FINANCIAL	\$ 884,652.50	Ratification
SERVICES CORPORATION	<u>280,000.00</u>	and Extension
	<u>\$1,164,652.50</u>	

Contract No. BP 07006 - Fleet Fuel Credit Card Services - Department of General Services - Req. No. R617194

On May 30, 2007, the Board approved the initial award in the amount of \$2,000,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. Due to an administrative error, the agency used funds that had not been approved by the Board. A ratification of those funds in the amount of \$884,652.00 is being requested. An extension is requested while a new solicitation is created, posted, approved and awarded. The period of the ratification is through December 5, 2012. The period of the extension is January 1, 2013 through June 30, 2013.

MWBOO GRANTED A WAIVER.

Kim A. Trueheart

December 5, 2012

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of Baltimore City, of which I am a member, in good standing.

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

1. Whom you represent: Self
2. What the issues are: Page 90, Contract No. 06000 – Provide Temporary, Executive-Level Accountant Services – Department of Finance, if approved:
 - a. This action request an extension for two months to provide continuity in what appears to be a hard to fill-job vacancy.
 - b. This same action was requested last year in a December 2011 BOE Agenda:
 13. ACCOUNTEMPS Extension and \$63,008.80 Increase Solicitation No. 06000 – Provide Temporary Executive – Level Accountant Services – Department of Finance – P.O. No. P517874 On August 10, 2011, the Board approved the initial award in the amount of \$42,369.60 to fulfill the Finance Department’s immediate need for temporary skilled accountants. Due to delays in recruitment for permanent positions, the agency requests an extension until the end of December to complete the recruitment process. The temporary accounting services are needed to maintain current operational levels of service. This increase in the amount of \$63,008.00 is for the period October 19, 2011 through December 31, 2011 and will make the total award amount \$105,378.40.
 - c. 15 months seems like an inordinate amount of time to fill any vacant position and there does not appear to be any reasonable justification for this amount of delay.
 - d. This action deprives the citizens of Baltimore the advantages associated with open competitions and potential cost savings.
3. How the protestant will be harmed by the proposed Board of Estimates’ action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This onerous burden can only be relieved when the cost saving business practices are consistently applied to all financial transactions. This extension fails to accomplish that end and will be most costly to the citizens of Baltimore and myself.

5519 Belleville Ave
Baltimore, MD 21207

4. The Remedy I Seek: This extension should NOT be approved and the vacancy should be filled, immediately.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on December 5, 2012.

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

Sincerely,

Kim Trueheart
Citizen

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

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

25. G.E. TIGNALL & (1 st Call) CO., Inc.	\$ 200,000.00	
R.F. WARDER, INC.	500,000.00	
J.F. FISHER, INC.	500,000.00	
	<u>\$1,200,000.00</u>	Renewal

Solicitation No. B50002163 - Repair Services for Plumbing and Heating & HVAC Systems (Parts & Services) - Department of General Services - P.O. Nos. P519376, P519377 and P519378

On January 25, 2012, the Board approved the initial award in the amount of \$1,300,000.00. The award contained four 1-year renewal options. The period of the award is January 25, 2013 through January 24, 2014.

MWBOO SET GOALS OF 23% MBE AND 7% WBE.G.E. TIGNALL & CO. INC.

MBE: World Wide Corp.	3.67%
WBE: Link Distributors, Inc.	1.75%
Colt Insulation	0%

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 PurchasesR.F. WARDER, INC.

MBE: AWA Mechanical	12.13%
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WBE: First Class Plumbing, LLC	0%
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J.F. FISCHER, INC.

MBE: Horton Mechanical	31.73%
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WBE: Colt Insulation Contractors, Inc.	0.11%
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MWBOO FOUND VENDORS IN COMPLIANCE.

26. EXPRESS SCRIPTS, INC.	\$ 0.00	First Amendment to Agreement
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Solicitation No. BP-07150 - Prescription Drug Program Services
Medicare Part D - Department of Human Resources - Req. No. N/A

The Board is requested to approve and authorize execution of the first amendment to agreement with Express Scripts, Inc. The period of the amendment to agreement is January 1, 2013 through December 31, 2013, with no renewals remaining.

On September 12, 2007, the Board approved the initial award to Express Scripts, Inc. for a Commercial Prescription Drug Program for employees and retirees. Subsequent actions have been approved. Per the terms of Solicitation No. BP-07150 and the Commercial Agreement with Express Scripts, Inc., the City, on April 1, 2010, implemented Part D of the Medicare

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

Prescription Drug, Improvement and Modernization Act of 2003 for eligible retirees which requires that a new agreement be executed for each calendar year. No additional funding for Fiscal 2013 is required since it is included in the extension of the Prescription Drug Program approved by the Board on October 3, 2012.

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

Well Advantage continued service contingent upon compliance with the Maryland Department of Assessment and Taxation.

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

MBE: A. Thompson & Associates	\$11,270.83	1.82%
Walker Benefit Services, Inc.	26,467.62	4.26%
Class Act Café & Catering	0.00	0%
	<u>\$37,738.45</u>	<u>6.08%</u>
WBE: Curry Printing & Copy Center		0%
SreanSis, LLC	\$ 4,758.06	0.8%

MWBOO FOUND VENDOR IN COMPLIANCE BASED ON A GOOD FAITH EFFORT.

(FILE NO. 57084)

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

27. EXPRESS SCRIPTS, INC.	\$ 0.00	Fifth Amendment to Agreement
Solicitation No. BP-07150 - Prescription Drug Program Services - Department of Human Resources - Req. No. N/A		

The Board is requested to approve and authorize execution of an amendment to agreement with Express Scripts, Inc. The period of the amendment to agreement is January 1, 2013 through December 31, 2013, with no renewal options remaining.

On September 12, 2007, the Board approved the initial award in the amount of \$3,683,573.00. Subsequent actions have been approved. This amendment to agreement clarifies and updates the processing of the scheduled services of that agreement for the upcoming calendar year as approved by the Board on October 3, 2012.

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

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

MBE: A. Thompson & Associates	5.80%
Walker Benefit Services	10.90%
Class Act Café & Catering	<u>0.30%</u>
	17.00%

WBE: Curry Printing & Copy Center	6.60%
Sreansis, LLC	0.40%
The Well Advantage Workplace, LLC	<u>2.00%</u>
	9.00%

MWBOO FOUND VENDOR IN COMPLIANCE BASED ON A GOOD FAITH EFFORT.

(FILE NO. 57084)

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

Awarded Manufacturers

28. VWR INTERNATIONAL, LLC	Bel-Art Products, Fisher Chemical, ISC Bioexpress, Kimberly Clark, Ricca Chemical, Saint Gobain Performance Plastics	
PARA SCIENTIFIC CO.	Dupont Personal Protection, Kimble, Wheaton Science Products	
FISHER SCIENTIFIC, LLC	Acros Organics, Alconox, BD Medical, Eppendorf North America Biotoools, Fisherbrand, Millipore, Moldex, Modecular BioProducts, Thermo Scientific	
COMADE, INC.	Promega Corporation	
	\$ 72,000.00	Renewal

Solicitation No. B50001657 - Laboratory Consumables and Drug Reagents - Police Department - P.O. Nos. P515738, P515739, P515740, and P516897

On December 22, 2010, the Board approved the initial award in the amount of \$72,000.00. The award contained three 1-year renewal options. On February 8, 2012, the Board approved a ratification and term purchase order in the amount of \$72,000.000. This renewal in the amount of \$72,000.00 is for the period January 1, 2013 through December 31, 2013, with two 1-year renewal options remaining.

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>
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Bureau of Purchases

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions. The Board further approved and authorized execution of the first amendment to agreement with Express Scripts, Inc. and the fifth amendment to agreement with Express Scripts, Inc. The President **ABSTAINED** on item no. 15. The Comptroller **ABSTAINED** on item no. 25.

MINUTES

Fire Department - Retroactive Payment

ACTION REQUESTED OF B/E:

The Board is requested to approve the retroactive payment for Ms. Shonnie E. Thorpe for the period March 1, 2012 through September 6, 2012.

AMOUNT OF MONEY AND SOURCE:

\$19,501.48 - 1001-000000-3191-308700-601061

BACKGROUND/EXPLANATION:

Ms. Thorpe was suspended without pay from March 1, 2012 through September 6, 2012. On September 6, 2012, she was placed back on active duty. Ms. Thorpe is entitled to all back wages during the suspension period.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the retroactive payment for Ms. Shonnie E. Thorpe for the period March 1, 2012 through September 6, 2012.

MINUTES

President: "If there is no further business, the Board is in recess until twelve o'clock noon for the receiving and opening of bids."

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 addenda extending the dates for receipt and opening of bids on the following contracts. There were no objections.

- | | |
|---------------------------------------|---|
| <u>Bureau of Purchases</u> | - B50002719, Hosted VoIP System for State's Attorney Office
<u>BIDS TO BE RECV'D: 12/12/2012</u>
<u>BIDS TO BE OPENED: 12/12/2012</u> |
| <u>Bureau of Water and Wastewater</u> | - SC 889, Dundalk Wastewater Pumping Station Force Main Replacement
<u>BIDS TO BE RECV'D: 12/12/2012</u>
<u>BIDS TO BE OPENED: 12/12/2012</u> |

MINUTESBureau of Purchases

- B50002701, Relocation Services (Hotels/Motels) - Lead Hazard Reduction Program
BIDS TO BE RECV'D: 12/12/2012
BIDS TO BE OPENED: 12/12/2012

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

Department of Transportation - TR 09037R, National Aquarium Access Improvements

Potts & Callahan, Inc.
 Kinsley Construction
 John W. Brawner Contracting Co., Inc.
 Civil Construction, LLC
 K&K Adams, Inc.

Department of General Services - GS 12817, Guilford Avenue Garage Repairs

Allied Contractors, Inc.
 Mid-Atlantic General Contractors, Inc.
 *Concrete Protection Restoration, Inc.
 J A Argetakis Contracting Co., Inc.
 E&R Services Inc.

*UPON FURTHER MOTION duly made and seconded, the Board declared the bid of Concrete Protection Restoration, Inc. IRREGULAR due to the company's failure to prequalify at the time of its bid submission.

MINUTES

Bureau of Purchases

- B50002380, Operate & Manage
the Du Burns Soccer Arena
(PRICE OPENING)

Coppermine Fieldhouse

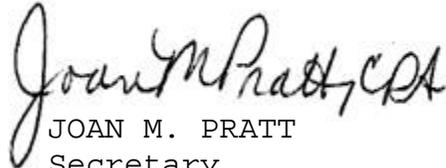
Bureau of Purchases

- B50002720, OEM and After-
market Parts and Service for
Marine Equipment

NO BIDS RECEIVED

MINUTES

There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, December 12, 2012.



JOAN M. PRATT
Secretary