

MINUTES**REGULAR MEETING**

Sheila Dixon, Mayor
Joan M. Pratt, Comptroller and Secretary
George A. Nilson, City Solicitor
David E. Scott, Director of Public Works
Donald Huskey, Deputy City Solicitor
Ben Meli, Deputy Director of Public Works
Bernice H. Taylor, Deputy Comptroller and Clerk

The meeting was called to order by the President.

MINUTES

Office of the Labor Commissioner - Memorandum of Understanding
FY 2009 - 2010 - Local 558

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** receipt of the memorandum of understanding for Fiscal Years 2009-2010 between the City of Baltimore and AFSCME Council 67 and Local 558.

AMOUNT OF MONEY AND SOURCE:

Wage increases will be covered in accordance with the fiscal plans for FY 2009. Wage increases for FY 2009 and 2010 will be included in the budgets for those fiscal years.

BACKGROUND/EXPLANATION:

In accordance with the Municipal Employees Relations Ordinance (MERO), the Office of the Labor Commissioner has concluded the negotiations with AFSCME Local 558. The results of these negotiations have been reduced to writing in the form of a memorandum of understanding.

MBE/WBE PARTICIPATION:

N/A

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

UPON MOTION duly made and seconded, the Board **NOTED** receipt of the memorandum of understanding for Fiscal Years 2009-2010 between the City of Baltimore and AFSCME Council 67 and Local 558.

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

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

Anko Industrial Painting & Contracting Co., Inc.	\$	27,000.00
John W. Brawner Contracting, Company, Inc.	\$	23,247,000.00
Jeffrey Brown Contracting, LLC	\$	7,416,000.00
Enterprise Electric Company	\$	108,144,000.00
Fru-Con Construction Corp.	\$	2,500,000,000.00
Glover Equipment Sales Group, LLC.	\$	8,000,000.00
Haygood Mechanical, LLC	\$	279,000.00
Hudak Mechanical Insulation, LLC	\$	8,000,000.00
Keystone Plus Construction Corp.	\$	18,441,000.00
MARCOR Remediation, Inc.	\$	64,359,000.00
Superior Grouting Services, Inc.	\$	6,894,000.00
Trinmar Mechanical Services, Inc.	\$	3,078,000.00

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:

Chester Engineers, Inc.	Engineer
Constellation Design Group, Inc.	Engineer
Findling, Inc.	Engineer
Frederick Ward Associates, Inc.	Architect
	Landscape Architect
	Engineer
	Land Survey
	Property Line Survey
Harrison and Crain Architects	Architect
Hazen and Sawyer, P.C.	Engineer
Herbert, Rowland & Grubic, Inc.	Landscape Architect
	Engineer
	Land Survey
	Property Line Survey
	Survey

MINUTES**BOARDS AND COMMISSIONS** - cont'd

M.G. McLaren, P.C.	Engineer
MWH Americas, Inc.	Engineer
Murphy & Dittenhafer, Inc.	Architect

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

MINUTESEnoch Pratt Free Library - Sick Leave Donation

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

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

1. Employee's Name - Bayda Jackson

<u>NAME</u>	<u>DAYS</u>
Ina Edwards	1
Mary Triandafilou	2
Gregory Fromme	1
Patricia Bennett	2
Marilyn Smith-Brown	1
Eunice Anderson	5
Julia Johnson	1
Devon Ellis	1
Ann Marie Lalmansingh	2
Vanessa Williams	2
Juanita Pilgrim	1
Ny'ilah N. Covington	1
Alprescia M. Rivers	5
	<u>25</u>

2. Employee's Name - Ariol Turner

<u>NAME</u>	<u>DAYS</u>
Jerome Teagle	2
Gregory Thomas	2
Brandi Delly	1
Randy Chambers	1
LaTanya Banks	1
	<u>7</u>

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

MINUTESEnoch Pratt Free Library - cont'd

UPON MOTION duly made and seconded, the Board approved the transfer of Life-to-Date sick leave days to the designated employees to remain in pay status with continued health coverage.

MINUTES

Department of Planning - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with the Maryland Department of Natural Resources (DNR). The period of the MOU is January 1, 2009 through December 31, 2009.

AMOUNT OF MONEY AND SOURCE:

\$24,500.00 - 4087-187-910

BACKGROUND/EXPLANATION:

Under the terms of this agreement, the DNR will make funds available to the City to develop selection guidelines and disposition policies for transferring appropriate community managed open spaces and gardens to the Baltimore City Land Trust for long-term protection and support.

The Department's Office of Sustainability will coordinate with the Baltimore Green Space (BGS) Project and the Department of Housing and Community Development to create a clear process by which community managed open spaces will be identified and selected for preservation.

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 with the Maryland Department of Natural Resources.

MINUTESBureau of General Services (BGS) - Agreements

The Board is requested to approve and authorize execution of the 'Piggy-Back' Indefinite Quantity Contract (IQC) for General Construction Work and Related Services with various contractors. The period of the agreement is effective upon Board approval for one year.

CONTRACTORSAMOUNT

- | | |
|--|---------------------|
| 1. JOHN W. BRAWNER CONTRACTING CO., INC. | \$750,000.00 |
| | Not to Exceed |

MWBOO SET MBE GOALS AT 15% AND WBE AT 10%.

MWBOO SET MBE SUB-GOALS OF 7% FOR AFRICAN (AA); 0% FOR HISPANIC AMERICANS (HA); 0% FOR ASIAN AMERICANS (AsA); and 0% FOR NATIVE AMERICANS (NA).

MBE - AA:

AWA Mechanical, Inc.	\$ 52,500.00	7.29%
East West Carpentry	<u>60,000.00</u>	8.00%
	\$112,500.00	

WBE - AsA:

Eastwood Painting & Contracting, Inc.	\$ 75,000.00	10.00%
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MWBOO FOUND VENDOR IN COMPLIANCE.

- | | |
|------------------------------|---------------------|
| 2. NORTHPOINT BUILDERS, INC. | \$750,000.00 |
| | Not to Exceed |

MWBOO SET MBE GOALS AT 15% AND WBE AT 10%.

MWBOO SET MBE SUB-GOALS OF 7% FOR AFRICAN (AA); 0% FOR HISPANIC AMERICANS (HA); 0% FOR ASIAN AMERICANS (AsA); and 0% FOR NATIVE AMERICANS (NA).

MBE:- AA:

Mahogany, Inc.	\$112,500.00	15.00%
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MINUTES

BGS - cont'd**WBE:**

Superior Painting & Contracting, Inc.	\$ 75,000.00	10.00%
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MWBOO FOUND VENDOR IN COMPLIANCE.

3. BALTIMORE CONTRACTORS, INC.	\$750,000.00	
		Not to Exceed

MWBOO SET MBE GOALS AT 15% AND WBE AT 10%.

MWBOO SET MBE SUB-GOALS OF 7% FOR AFRICAN (AA); FOR HISPANIC AMERICANS (HA); 0% FOR ASIAN AMERICANS (AsA); and 0% FOR NATIVE AMERICANS (NA).

MBE - AA:

Mahogany, Inc.	\$ 37,500.00	5.00%
FRS Business Flooring	37,500.00	5.00%
Spears Mechanical Contracting	15,000.00	2.00%
Horton Mechanical Contracting	<u>22,500.00</u>	<u>3.00%</u>
	<u>\$112,500.00</u>	<u>15.00%</u>

WBE:

Letke Security Contractors, Inc.	\$ 22,500.00	3.00%
*Acorn Supply & Distributors, Inc.	18,750.00	2.50%
Superior Painting & Con- tracting Co., Inc.	<u>33,750.00</u>	<u>4.50%</u>
	<u>\$ 75,000.00</u>	<u>10.00%</u>

*Not more than 25% of each MBE or WBE goal may be attained by expenditures to suppliers who are not manufacturers; therefore the maximum value allowed has been applied.

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

BGS - cont'd

4. WARWICK SUPPLY AND EQUIPMENT CO., INC. \$750,000.00
Not to Exceed

MWBOO SET MBE GOALS AT 15% AND WBE AT 10%.

MWBOO SET MBE SUB-GOALS OF 7% FOR AFRICAN (AA); FOR HISPANIC AMERICANS (HA); 0% FOR ASIAN AMERICANS (AsA); and 0% FOR NATIVE AMERICANS (NA).

MBE - AA:

Couser Supply	\$ 28,125.00	3.75%
Calmi Electric Co.	37,500.00	5.00%
FRS Flooring	10,000.00	1.33%

MBE:

Machado Construction, Inc.	\$ 37,500.00	5.00%
	<u>\$113,125.00</u>	<u>15.08%</u>

<u>WBE:</u> Abbey Enterprises, Inc.	\$ 18,750.00	2.50%
B & B Commercial Interiors	18,750.00	2.50%
Bullock Construction	37,500.00	5.00%
	<u>\$ 75,000.00</u>	<u>10.00%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

5. OMF CONTRACTORS \$750,000.00
Not to Exceed

MWBOO SET MBE GOALS AT 15% AND WBE AT 10%.

MWBOO SET MBE SUB-GOALS OF 7% FOR AFRICAN (AA); FOR HISPANIC AMERICANS (HA); 0% FOR ASIAN AMERICANS (AsA); and 0% FOR NATIVE AMERICANS (NA).

MBE - AA:

ATJ	\$112,500.00	15.00%
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MINUTES

BGS - cont'd

WBE:

Letke Security Contractors, \$ 75,000.00 10.00%
Inc.

BACKGROUND/EXPLANATION:

On September 10, 2008, the Board approved the request of the BGS to utilize the State of Maryland Contract DGS 07-306-IQC, until the Bureau can develop its own City contracts for such work.

The State of Maryland awarded this contract to six contractors, in order to establish multiple on-call contractors from which to select to perform various urgent need projects, as required.

The above-listed contractors are pre-qualified with Baltimore City. The contractors have committed to meet the aggregate contract MBE goals using City certified minority firms. The contractors will adhere to City minimum hourly wage rates, adhere to the City of Baltimore Specifications, 2006, and provide the necessary insurance and bonds for all assigned work.

The agreements will allow the BGS to perform work that is urgent in nature under PB 07306, Citywide General Construction Work and Related Services using the State of Maryland Indefinite Quality Contract DGS-07-306-IQC, General Construction Work and Related Services.

The City makes no express guarantee of any work to be issued under this piggy-back contract, which is being established to provide a method for the BGS to complete work deemed urgent in nature, until its own City Job Order contracts are established. Funds will be identified as urgent needs arise.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the 'Piggy-Back' Indefinite Quantity Contract for General Construction Work and Related Services with the listed contractors. The Comptroller **ABSTAINED** on item no.

3.

MINUTESHealth Department - Agreements, Amendments to Agreements and a Memorandum of Understanding

The Board is requested to approve and authorize execution of the various agreements, amendments to agreements and a memorandum of understanding. The period of the agreement is July 1, 2008 through June 30, 2009, unless otherwise indicated.

AGREEMENTS

1. **BALTIMORE MEDICAL SYSTEM, INC.** **\$ 24,976.00**

Account: 4227-308-901-91-351

The organization will provide reproductive health services to the uninsured and underinsured citizens of Baltimore City. Services will include education, counseling, STI screening and immediate access to birth control options. The agreement is late because it was misplaced during the move of the Department.

2. **MARYLAND TREATMENT CENTERS, INC.** **\$100,581.00**

Account: 5257-310-901-06-351

The organization will provide substance abuse prevention and counseling services at the Doris Johnson/Heritage High School-Based Health Center, Walbrook High School-Based Health Center - Homeland Security Academy, the Institute of Business and Entrepreneurship Academy and the Liberal Arts Academy. The agreement is late because budget negotiations delayed processing.

MWBOO GRANTED A WAIVER.

3. **THE JOHNS HOPKINS UNIVERSITY** **\$159,054.00**

Account: 4220-303-906-16-351

The organization will collaborate with the Department in support of the Expanded HIV Testing Program. Services will include hiring part-time casual outreach workers for outreach testing, personnel for assisting in coordinating and management of the project, data collection and management. The period of the agreement is October 1, 2008 through June 30, 2009.

MINUTES

Health Dept. - cont'd

The agreement is late because budget negotiations delayed its processing.

MWBOO GRANTED A WAIVER.

4. **GLENWOOD LIFE-COUNSELING CENTER, INC.** **\$ 50,468.00**

Account: 4242-303-906-11-351

The organization will continue to identify HIV/AIDS clients and their needs at admission time and provide HIV prevention and education services to decrease the incidence of risky behavior.

The agreement is late because budget negotiations delayed its processing. The agreement was mailed to the provider on November 21, 2008 and received back on December 4, 2008.

MWBOO GRANTED A WAIVER.

5. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$ 43,170.00**

Account: 4245-304-901-06-351

The organization will provide client advocacy services to 25 low-income individuals who are infected with HIV/AIDS. Services will consist of providing advice and assistance to people living with HIV/AIDS in obtaining medical, social community, legal, financial and other needed support services.

MWBOO GRANTED A WAIVER.

MINUTES

Health Dept. - cont'd

6. **PARK WEST HEALTH SYSTEMS, INC.** **\$ 51,451.00**

Account: 4245-304-901-23-351

The organization will provide non-medical case management client advocacy for clients encountered through outreach services. Clients will be assessed for Ryan White Part B eligibility, which includes HIV status, residency, income and insurance. An action plan will be developed outlining the immediate goals and objectives for each client, referrals made and follow-up on referrals until they have been resolved.

MWBOO GRANTED A WAIVER.

7. **THE JOHNS HOPKINS UNIVERSITY** **\$ 49,625.00**

Account: 4245-304-901-25-351

The Johns Hopkins HIV Women's Program will identify potential barriers of care for HIV infected women during pregnancy who are enrolled at the Center for Addiction in Pregnancy (CAP) at the Johns Hopkins Bayview Campus. CAP will identify HIV positive pregnant women with active substance abuse and provide appropriate treatment and refer clients and infants to a primary care provider.

MWBOO GRANTED A WAIVER.

8. **TOTAL HEALTH CARE, INC.** **\$ 73,999.00**

Account: 4245-304-901-32-351

The organization will provide targeted case management services that are designed to meet the specialized needs of HIV positive individuals transitioning from correctional facilities. Re-entry plans will be developed prior to the inmates release and will include linkages to medical care, substance abuse treatment, mental health, financial assistance, public entitlements and transportation assistance.

MWBOO GRANTED A WAIVER.

MINUTESHealth Dept. cont'd

The agreements are late because the State AIDS Administration programmatically manages Ryan White Part B services. The Department is responsible for processing contracts after receipt of an approved budget and scope of services and making payments to the provider after the State selects the provider through the Request for Proposal process.

9. **CASA OF MARYLAND, INC.** **\$ 7,500.00**

Account: 4242-303-906-10-351

The organization will provide HIV prevention services to high-risk Hispanic/Latino adults with low levels of formal education who are at high-risk for HIV infection.

The agreement is late because the request was received on November 6, 2008. It was mailed to the provider on November 13, 2008 and returned on December 3, 2008.

10. **PARK WEST HEALTH SYSTEMS, INC.** **\$ 31,250.00**

Account: 4220-303-906-41-351

The organization will expand HIV testing services for individuals who are affected with HIV/AIDS related illnesses in the 21207, 21225, 21226 and 21239 zip codes. The period of the agreement is October 1, 2008 through June 30, 2009.

The agreement is late because budget negotiations delayed its processing.

MWBOO GRANTED A WAIVER.

MINUTES

Health Dept. cont'd

11. **BON SECOURS BALTIMORE HEALTH CORPORATION** **\$ 69,634.00**

Account: 4220-303-906-21-351

The organization will provide Expanded HIV Testing and ensure the provision of confirmatory HIV testing for all patients with reactive rapid HIV tests. Services will also include assisting clients with HIV positive test results, providing services in the emergency department and actively link all persons newly diagnosed with HIV to medical care and services. The period of the agreement is October 1, 2008 through June 30, 2009.

The agreement is late because the agreement was just returned.

MWBOO GRANTED A WAIVER.

12. **JOHNS HOPKINS HOSPITAL - EAST BALTIMORE MENTAL HEALTH PARTNERSHIP** **\$151,300.00**

Account: 1001-310-001-00-351

The organization will provide a mental health therapist to work at the School-Based Health Center at City Springs Elementary School, Lombard Middle School, Dunbar High School and one part-time mental health therapist for the Doris Johnson and Heritage High School-Based Health Centers.

The agreement is late because budget revisions delayed processing.

MWBOO GRANTED A WAIVER.

MINUTES

Health Dept. cont'd

AMENDMENTS TO AGREEMENTS

13. **LOUISE REED** **\$ 13,500.00**

Account: 4262-311-914-00-318

On March 12, 2008, the Board approved the original agreement with Louise Reed in the amount of \$27,000.00 at a rate of \$45.00 per case per month for the period July 1, 2008 through June 30, 2009.

This amendment is necessary because of the increase in the number of Medical Assistance Personal Care client referrals. The Case Monitor requested and received approval to increase her caseload from 50 cases to 75 cases per month increasing the amount from \$27,000.00 to \$40,500.00. All other terms and conditions remain unchanged.

14. **M. HELENE ROEHM** **\$ 18,900.00**

Account: 4262-311-914-00-318

On March 12, 2008, the Board approved the original agreement with M. Helene Roehm in the amount of \$40,500.00 at a rate of \$45.00 per case, per month for the period July 1, 2008 through June 30, 2009.

This amendment is necessary because of the increases in the number of Medical Assistance Personal Care client referrals. The Case Monitor requested and received approval to increase her caseload from 75 cases to 110 cases per month increasing the amount from \$40,500.00 to \$59,400.00. All other terms and conditions remain unchanged.

MINUTES

Health Dept. cont'd

MEMORANDUM OF UNDERSTANDING

15. **PARK WEST HEALTH SYSTEMS, INC.** **\$ 0.00**

The purpose of this memorandum of understanding is to improve the public health in Baltimore City through the collaboration of the Bureau Disease Control Laboratory and Park West Health Systems, Inc. The organization will provide medical laboratory testing for patients suspected of having infectious diseases or patients having contact with others with infectious diseases such as HIV/AIDS and/or Syphilis. The period of the memorandum of understanding is October 1, 2008 through June 30, 2009.

The memorandum of understanding is late because the request for the grant was received late.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED (EXCEPT ITEM NO. 15) AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned agreements, amendments to agreements and the memorandum of understanding.

MINUTES

Health Department (BCHD) - License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a license agreement with Social Solutions Global, Inc. The period of the agreement is July 1, 2008 through June 30, 2009.

AMOUNT OF MONEY AND SOURCE:

\$5,005.00 - 5186-316-923-00-508

BACKGROUND/EXPLANATION:

Under this agreement, Social Solutions Global, Inc. will provide customized Effort-Toward-Outcomes (ETO) Software and support for the Operation Safe Kids Program.

Operation Safe Kids is a youth violence prevention program that provides community-based case management and increased monitoring to juvenile offenders who are at high risk of becoming victims or perpetrators of violence.

The BCHD works closely with the Department of Juvenile Services case managers and other State and City agencies to provide comprehensive services and increased accountability to participating youth.

ETO software allows the BCHD to integrate and address outcomes for participants, record case notes of their efforts toward addressing issues and evaluate participant progress toward outcomes over time. The software also directs staff to review their own efforts, allows case notes to be entered, reviewed and maintained and allows staff to quickly and effectively prioritize their work plans relative to meeting participants' needs.

The agreement is late because revisions to the agreement delayed processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the license agreement with Social Solutions Global, Inc.

MINUTESHealth Department - Waiver of Animal Impounding and Boarding Fees**ACTION REQUESTED OF B/E:**

The Board is requested to waive the current impoundment and boarding fees for non-vicious animals and allow the Baltimore Animal Rescue and Care Shelter, Inc. (BARCS), a quasi-agency to set fees based on the actual cost of the service. The waiver is effective January 1, 2009.

AMOUNT OF MONEY AND SOURCE:

<u>Current Impoundment Fee</u>	<u>Proposed</u>
1 st Offense \$50.00	\$ 0.00
2 nd Offense \$70.00	\$ 0.00
3 rd Offense \$80.00	\$ 0.00

Account: A001-656-240

<u>Current Boarding Fee</u>	<u>Proposed</u>
\$15.00/day	\$ 0.00/day

Account: A001-145-240

BACKGROUND/EXPLANATION:

The Health Commissioner has the authority to set City fees and charges for impoundment and boarding of non-vicious animals at any clinic, humane society, veterinary hospital or other institution or agency.

The BARCS, Inc. is a quasi-agency, and has been designated through a contractual agreement as the agent of the Baltimore City Health Department. The BARCS, Inc. is responsible for impounding animals within the City and providing boarding services for non-vicious animals picked up by the Animal Control Division.

MINUTES

Health Department - cont'd

MBE/WBE PARTICIPATION:

N/A

NOTED BY FINANCE

UPON MOTION duly made and seconded, the Board waived the current impoundment and boarding fees for non-vicious animals and allowed the Baltimore Animal Rescue and Care Shelter, Inc. to set fees based on the actual cost of the service.

MINUTESHealth Department - Catering Contract**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a catering contract with Forum Caterers.

AMOUNT OF MONEY AND SOURCE:

\$5,700.00 - 6238-310-901-00-326

300 guests at \$19.00 per person

BACKGROUND/EXPLANATION:

The Health Department will host the School Health Program's Nurses and Health Aide Recognition Breakfast to be held on Tuesday, April 14, 2009. The Department is holding this event to acknowledge their contributions to the citizens of Baltimore. Forum Caterers will cater the Breakfast.

The Department's School Health Programs provide school health services in every Baltimore City Public School. The program also administers 15 School-Based Health Centers, which offer primary health care, health education and mental health care. Substance abuse services are available at 11 sites.

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 catering contract with the Forum Caterers.

MINUTES

TRANSFER OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

transfers of funds

listed on the following pages:

25 - 32

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.

Item No. 1 was **DEFERRED** on until January 28, 2009.

The Mayor **ABSTAINED** on item no. 12.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
1. \$1,000,000.00 28 th CDB	9910-587-924 Constr. Res.	9910-588-788 Baker/Division Project
This transfer will provide funds to carryout the activities for the Baker/Division Project for FY 2009.		
<u>Baltimore Development Corporation</u>		
2. \$ 42,298.00 M&CC	9910-600-115 Constr. Res. West Side Init.	9910-601-852 Economic Dev. Incen.
34,596.00 M&CC	9910-600-354 Constr. Res. W. Balto. Indus. & Coml. Dev.	" "
30,757.47 M&CC	9910-600-483 Constr. Res. S. Balto. Indus. & Coml. Dev.	" "
38,459.05 M&CC	9910-600-575 Constr. Res. E. Balto. Indus. & Coml. Dev.	" "
53,837.88 M&CC	9910-600-860 Constr. Res. Ind. & Coml. Financing	" "
7,701.67 M&CC	9910-600-873 Constr. Res. Brownfields Incen. Funds	" "
38,409.93 <u>M&CC</u>	9910-600-982 Constr. Res. Coml. Revit. Prgm.	" "
\$ 246,060.00		

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
BDC - <u>cont'd</u>		
This transfer will provide funds to reimburse Baltimore Development Corporation for eligible staff-related capital expenditures in connection with City-wide projects for the third quarter of Fiscal Year 2009.		
3. \$ 8,067.50	9911-600-859	9910-601-852
M&CC	Constr. Res.	Econ. Dev. Incen.
	BDC Econ. Dev.	
1,560.00	" "	9910-601-879
M&CC		Coml. Revit
1,029.75	9910-600-115	9910-603-825
M&CC	Constr. Res.	West Side Downtown
	West Side Init.	
1,015.00	9910-600-483	9910-601-483
M&CC	Constr. Res.	S. Balto. Indus.
	S. Balto. Indus.	& Coml. Dev.
11.92	9910-600-575	9910-601-575
M&CC	Constr. Res.	E. Balto. Indus.
	E. Balto. Indus.	& Coml. Dev.
2,786.57	9910-600-982	9910-601-879
M&CC	Constr. Res.	Coml. Revit.
	Coml. Revit.	
22,448.00	9910-600-878	9910-601-879
Gen. Funds	Constr. Res.	Coml. Revit.
	Howard Park	
	Grocery Store	
	Project	
330.00	9910-600-575	9910-601-575
19 th EDF	Constr. Res.	E. Balto. Indus.
	E. Balto. Indus.	& Coml. Dev.
	& Coml. Dev.	

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BDC - cont'd</u>		
1,665.66	9910-600-483	9910-601-483
21 st EDF	Constr. Res.	South Balto. Indus.
	S. Balto. Indus.	& Coml. Dev.
	& Coml. Dev.	
9,334.34	9910-600-575	9910-601-575
21 st EDF	Constr. Res.	E. Balto. Indus.
	E. Balto. Indus.	& Coml. Dev.
	& Coml. Dev.	
\$ 48,248.74		

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending July 31, 2008.

4.	\$ 616.90	9911-600-859	9910-601-573
	M&CC	Constr. Res.	Fayette/Lombard
		BDC Econ. Dev.	Street Corridor
	15,581.96	" "	9910-601-852
	M&CC		Econ. Dev.
			Incentive
	800.00	" "	9910-601-879
	M&CC		Coml. Revit.
	1,425.00	9910-601-852	9911-600-859
	M&CC	Econ. Dev.	Constr. Res.
		Incentives -	BDC Econ. Dev.
		Project Acct.	
	4,996.02	9910-600-115	9910-603-825
	M&CC	Constr. Res.	West Side Downtown
		Westside Init.	
	1,162.50	9910-600-354	9910-601-354
	M&CC	Constr. Res.	West. Balto. Ind.
		West Balto. Ind.	& Coml. Dev.
		& Coml. Dev.	
	1,085.07	9910-600-575	9910-601-575
	M&CC	Constr. Res.	East. Balto. Ind.
		East Balto. Ind.	Coml. Dev.
		& Coml. Dev.	
	2,128.77	9910-600-982	9910-601-879

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BDC</u> - cont'd		
M&CC	Constr. Res.	Coml. Revit.
	Coml. Revit.	
	Program	
34,621.71	9910-600-878	" "
Gen'l. Funds	Constr. Res.	
	Howard Park	
	Grocery Store	
	Project	
750.00	9910-600-483	9910-601-483
19 th EDF	Constr. Res.	South Balto. Ind.
	South Balto.	& Coml. Dev.
	Ind. & Coml.	
	Dev.	
25,876.18	9910-600-573	9910-601-573
19 th EDF	Constr. Res.	Fayette/Lombard
	Fayette/Lombard	Street Corridor
	Street Corridor	
400.40	9910-600-873	9910-601-873
19 th EDF	Constr. Res.	Brownfields
	Brownfields	Incentive Fund
	Incentive Fund	
14,904.38	9910-600-354	9910-601-354
20 th EDF	Constr. Res.	West. Balto. Ind.
	West Balto. Ind.	& Coml. Dev.
	& Coml. Dev.	
2,402.18	9910-600-873	9910-601-873
20 th EDF	Constr. Res.	Brownfields
	Brownfields	Incentive Fund
	Incentive Fund	
10,336.00	9910-600-115	9910-603-825
21 st EDF	Constr. Res.	West Side Downtown
	West Side Init.	
13,000.00	9910-600-575	9910-603-100
21 st EDF	Constr. Res.	Inner Harbor
<u>\$130,087.07</u>	East. Balto. Ind.	East Area
	& Coml. Dev.	

This transfer will provide funds to reimburse BDC for eligible capital expenses of \$127,237.07, plus a credit of \$1,425.00, for the month ending June 30, 2008.

MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BDC</u> - cont'd			
5.	\$ 42,297.70	9910-600-115	9910-601-852
	21 st EDF	Const. Res.	Econ. Dev. Init.
		West Side Init.	
	34,595.97	9910-600-354	" "
	21 st EDF	Constr. Res.	
		West Balto. Ind.	
		& Coml. Dev.	
	30,757.44	9910-600-483	" "
	21 st EDF	Constr. Res.	
		South Balto. Ind.	
		& Coml. Dev.	
	38,459.50	9910-600-575	" "
	21 st EDF	Constr. Res.	
		East. Balto. Ind.	
		& Coml. Dev.	
	53,837.82	9910-600-860	" "
	21 st EDF	Constr. Res.	
		Ind. & Coml.	
		Financing	
	7,701.67	9910-600-873	" "
	21 st EDF	Constr. Res.	
		Brownfields	
		Incentive Fund	
	38,409.90	9910-600-982	" "
	<u>21st EDF</u>	Constr. Res.	
	\$246,060.00	Coml. Revit.	
		Program	

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible staff-related capital expenditures in connection with City-wide projects for the third quarter of Fiscal Year 2009.

MINUTES**TRANSFERS OF FUNDS**

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Bureau of General Services</u>			
6.	\$ 30,000.00	9916-194-158	9916-197-158
	MVR	Constr. Pedes. Tunnel - City Hall Reserve	Constr. Pedes. Tunnel - City Hall Active

This transfer will cover the costs of designs associated with the remediation of water infiltration into the pedestrian tunnel that runs from the Abel Wolman Building to City Hall. It will also cover any in-house cost and eliminate the current account deficit that exists in the account.

Department of Transportation

7.	\$109,735.18	9950-509-506	9950-508-506-5
	MVR	Constr. Res. Constructability Review	Inspection Constructability Review

This transfer will fund costs associated with On-Call Project No. 1012, Task No. 11 for continuation of services currently being performed by one consultant staff member in assisting the Department with on-site management of the numerous and varied construction projects that are under its jurisdiction.

8.	\$108,058.63	9950-509-506	9950-508-506-5
	MVR	Constr. Res. Constructability Review	Inspection Constructability Review

This transfer will fund costs associated with On-Call Project No. 1012, Task No. 12 for continuation of services currently being performed by one consultant staff member in assisting the Department with on-site management of the numerous and varied construction projects that are under its jurisdiction.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
9. \$ 60,261.75	9950-528-212	9950-527-212-3
MVR	Constr. Res.	Design Services
	Inner Harbor	Inner Harbor Pedes.
	Pedes. Way-	Wayfinding
	finding	

This transfer will clear the deficit in the account and fund costs associated with On-Call Project No. 1006, Task No. 14 with Phoenix Eng./Ruxton Design JV, for the necessary revision in the wayfinding documents previously prepared for the Fells Point Pedestrian Bridge.

10. \$ 19,958.02	9950-528-293	9950-527-166-2
MVR	Constr. Res.	Contingencies
	East Balto.	East Balto. Redev.
	Redev.	

This transfer will fund the costs associated with Change Order No. 28, Contract No. TR 06012R, with Monumental Paving & Excavating, Inc.

11. \$ 127,967.00	9950-528-166	
MVR	Constr. Res.	
	East Balto.	
	Redev.	
118,872.87	9950-528-293	
	Const. Res.	
<u>MVR</u>	East Balto.	
	Redev.	
\$ 246,839.87	-----	9950-527-166-2
		Contingencies
		East Balto. Redev.

This transfer will clear the deficit in the account and fund Change Order Nos. 22, 25, and 26 related to Contract No. TR 06012R, with Monumental Paving and Excavating, Inc.

MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation - cont'd</u>			
12.	\$2,000,000.00	9950-528-493	9950-527-493
	MVR	Constr. Res.	Uplands
		Uplands	

This transfer will fund the costs associated with Project Uplands.

Department of Recreation and Parks

13.	\$ 6,000.00	9938-475-001	
	State	Unallocated	
		Reserve	
	2,000.00	9938-475-763	
	<u>Gen. Fund</u>	Wyman Park Dell	
		Master Plan	
		Reserve	
	\$ 8,000.00	-----	9938-474-763
			Wyman Park Dell
			Master Plan
			Active

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1065, Task No. 7, to Mahan Rykiel Associates, Inc.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>				
1.	Robert I. Benny, LLC	908 N. Patterson Park Avenue	L/H	\$35,200.00
2.	Robert I. Benny, LLC	910 N. Patterson Park Avenue	L/H	\$50,350.00
3.	Robert I. Benny, LLC	912 N. Patterson Park Avenue	L/H	\$50,350.00
4.	Robert I. Benny, LLC	916 N. Patterson Park Avenue	L/H	\$54,200.00
5.	Robert I. Benny, LLC	918 N. Patterson Park Avenue	L/H	\$43,500.00
6.	Kona Properties, LLC	815 N. Madeira St.	F/S	\$54,000.00
7.	Kenneth Garnett	806 N. Madeira St.	F/S	\$78,500.00

Funds are available in account no. 9910-588-410-00-440, East Baltimore Development Initiative, Phase II Project.

8.	John Lai and Hui Chen	929 W. Saratoga Street	F/S	\$90,200.00
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Funds are available in account no. 9910-588-780-00-440, Poppleton Project.

9.	Varun Kohli and Somil Desai	736 E. Preston St.	L/H	\$44,620.00
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Funds are available in account no. 9910-588-714-00-440, Preston Street RFP Project.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options</u>				
10.	Samuel B. Walman	3412 Dupont Ave.	G/R \$84.00	\$ 560.00

Funds will be transferred prior to settlement into account no. 9910-588-187-00-440, Park Heights Site.

11.	Lynn Howard, Scott Propper, Nancy Lerner and Eileen Propper k/n/a Grossfeld, remainder- men, as joint tenants	1611 N. Gay St.	G/R \$84.00	\$ 700.00
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12.	Joan Bette Offit, Howard Offit, deceased	2224 E. Lanvale St.	G/R \$84.00	\$ 700.00
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Funds will be transferred prior to settlement into account no. 9910-588-488-00-440, American Brewery Project.

13.	Sandel Invest- ments, LLC	1233 N. Bond St.	G/R \$42.00	\$ 280.00
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Funds will be transferred prior to settlement into account no. 9910-588-460-00-440, Oliver Project.

14.	John T. Polk	808 N. Castle St.	G/R \$96.00	\$ 800.00
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Funds are available in account no. 9910-588-410-00-949, East Baltimore Development Initiative, Phase II.

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

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
	<u>DHCD - Options</u>			
15.	Janice Jacobs	2403 E. Eager St.	F/S	\$ 98,000.00

Funds are available in account no. 9910-588-087-00-440.

Rescission and Re-Approval

16.	Throneroom Corp.	2209 Ashland Ave.	L/H	\$ 28,140.00
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On October 1, 2008, the Board approved the acquisition, by condemnation/quick-take of the leasehold interest in the property located at 2209 Ashland Avenue in the amount of \$28,140.00. The owner has agreed to voluntary settlement of \$28,140.00. Therefore, the Board is requested to rescind its prior approval of the condemnation quick-take and approve the option for the acquisition of the leasehold interest in 2209 Ashland Avenue for the amount of \$28,140.00.

Funds are available in account no. 9910-588-410-00-440, East Baltimore Development Initiative, Phase II Project.

17.	Tunora D. Crowder	957 N. Collington Ave.	L/H	\$104,600.00
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On April 2, 2008, the Board approved the acquisition, by condemnation/quick-take of the leasehold interest in the property located at 957 N. Collington Avenue in the amount of \$104,600.00. The owner has agreed to voluntary settlement of \$104,600.00. Therefore, the Board is requested to rescind its prior approval of the condemnation quick-take and approve the option for the acquisition of the leasehold interest in 957 N. Collington Avenue for the amount of \$104,600.00.

Funds are available in account no. 9910-588-420-00-440, East Baltimore Development Initiative, Phase II Project.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Quick-takes</u>				
18.	Simret Zern	1233 N. Bond St.	L/H	\$ 18,720.00
	Funds are available in account no. 9910-588-460-00-440, Oliver Project.			
19.	GRV Investment Corp.	2226 E. Eager St.	L/H	\$ 25,080.00
	Funds are available in account no. 9910-588-420-00-440, East Baltimore Development Initiative, Phase II Project.			
20.	City Homes III Limited Partnership	800 N. Castle St.	L/H	\$ 61,500.00
21.	Carolyn Lipsky	1722 E. Chase St.	L/H	\$ 21,787.00
22.	Dean and Karen Lindsey	1840 E. Chase St.	L/H	\$ 77,667.00
23.	Mary Blue	2212 E. Madison St.	L/H	\$ 63,250.00
	Funds are available in account no. 9910-588-410-00-440, East Baltimore Development Initiative, Phase II Project.			

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD</u> - cont'd			
The Board is requested to approve acquisition of the ground rent interest by condemnation and quick-take, or in the alternative make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the ground rent interest in the following properties:			
24. Unknown	915 N. Chester St.	G/R \$34.50	\$ 230.00
25. Unknown	908 N. Duncan St.	G/R \$22.00	\$ 146.67
26. Unknown	922 N. Duncan St.	G/R \$22.00	\$ 146.67
27. John J. Pratt	966 N. Collington Ave.	G/R \$42.00	\$ 280.00
28. Unknown	962 N. Collington Ave.	G/R \$36.00	\$ 240.00

Funds will be transferred prior to quick-take into account 9910-588-420-00-949, East Baltimore Development Initiative, Phase 2A Project.

UPON MOTION duly made and seconded, the Board approved the options, condemnations/quick-takes, rescission and re-approval, and/or application to the Maryland Department of Assessments and Taxation. The Comptroller **ABSTAINED** on item no. 27.

MINUTES

Bureau of the Budget and Management Research - Agreement

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - 1001-592-005-00-701

BACKGROUND/EXPLANATION:

Healthy Neighborhoods, Inc. is in partnership with 15 non-profit organizations that support various neighborhood organizations.

Healthy Neighborhoods, Inc. will provide outreach, organizing and marketing at the neighborhood level to encourage home improvements and attract new buyers to invest and market below market loan products to homeowners and homebuyers in Baltimore City.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Healthy Neighborhoods, Inc.

MINUTES

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

The Board is requested to approve and authorize execution of the various agreements with the listed vendors to train incumbent employees through the Maryland BusinessWorks Initiative. The amount represents fifty percent of the total training costs.

1. THE WALTERS ART MUSEUM **\$ 541.00**

Account: 8953-631-450-05-351

The Board is requested to ratify the agreement with The Walters Art Museum that provided seven hours of training for seven incumbent employees of the Maryland BusinessWorks Initiative. The employees were trained in the area of InDesign CS3 Introduction. The amount of \$541.00 represents fifty percent of the cost of the training. The period of the agreement is December 13, 2008 through December 13, 2008.

2. TIDEWATER YACHT SERVICE **\$ 525.00**

Account: 8953-631-482-05-351

Tidewater Yacht Service will provide one hundred hours of training for four incumbent employees of Tidewater Yacht Service Center through the Maryland BusinessWorks Initiative. The employees will be trained under the Marine Service Managers Program in the areas of Advanced Small Engine, Mercruiser Systems, and Vacflush Re-Certification. The period of the agreement is December 16, 2008 through February 17, 2009.

MINUTESMOED - cont'd**3. CENTER STAGE ASSOCIATES \$ 90.00**

Account: 8953-631-416-05-351

Center Stage Associates will provide twenty hours of training for one incumbent employee of Center Stage Associates through the Maryland BusinessWorks Initiative. The employee will be trained to obtain American Sign Language 1-Certification. The period of the agreement is January 13, 2009 through March 17, 2009.

4. TERRALOGOS GREEN HOME SERVICES, INC. \$ 2,543.50

Account: 8953-631-405-05-351

TerraLogos Green Home Services, Inc. (TerraLogos) will provide 216 hours of training for three incumbent employees of TerraLogos through the Maryland BusinessWorks Initiative. The employees will receive In-house Inspector and/or Saturn On-Line Training. The period of the agreement is September 22, 2008 through December 01, 2008.

The agreements are late because information needed from vendors to complete the agreements was delayed.

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 aforementioned agreements with the vendors listed to train incumbent employees through the Maryland BusinessWorks Initiative. The Mayor **ABSTAINED** on item no. 1.

MINUTES

Mayor's Office of Employment - Addition of Account Number
Development (MOED)

ACTION REQUESTED OF B/E:

The Board is requested to approve the addition of an account number to the Individual Training Accounts agreement with Baltimore City Community College.

AMOUNT OF MONEY AND SOURCE:

No additional funds are requested.

<u>Previously Approved Account Numbers</u>	<u>New Account Number</u>
8975-631-858-53-351	8948-639-858-53-351
8967-631-858-53-351	
6854-639-858-53-351	

BACKGROUND/EXPLANATION:

On July 2, 2008, the Board approved the Individual Training Accounts agreement with Baltimore City Community College to provide training for twenty participants in areas specified on the Maryland Higher Education Commission list.

The previous approval allowed funding from three accounts. The Department is requesting that an additional account be approved for this training. The accounts and the amount drawn from those accounts cannot be determined until the participants register.

UPON MOTION duly made and seconded, the Board approved the addition of an account number to the Individual Training Accounts agreement with Baltimore City Community College. The Mayor **ABSTAINED**.

MINUTESDepartment of Audits - Expenditure of Funds**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds for the registration of sixteen staff members to attend a two-day seminar sponsored by the Maryland Chapter of the Association of Certified Fraud Examiners. The training will be held on April 28-29, 2009.

AMOUNT OF MONEY AND SOURCE:

\$4,400.00 - 1001-131-001-00-320

BACKGROUND/EXPLANATION:

Government Auditing Standards require that each auditor obtain 80 hours of continuing professional education every two years. This program is part of the Department's scheduled training for 2009. The average cost per staff training hour will be about \$17.19, which is well below the industry average in relation to other training of this nature.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay for the registration of sixteen staff members to attend a two-day seminar sponsored by the Maryland Chapter of the Association of Certified Fraud Examiners.

MINUTESDepartment of Audits - Audit Report and Related Digest

The Board is requested to **NOTE** receipt of the following Audit Report and Related Digest.

Audit of the Actual Receipts and Expenditures
Report 9-1-1 Emergency Number System Program of
Baltimore City Fiscal Year 2008.

UPON MOTION duly made and seconded, the Board **NOTED** receipt
of the listed Audit Report and Related Digest.

MINUTESFire Department - Salary Adjustment

The Board is requested to approve retroactive pay for the following employee:

1. **SHAWN E. BERRY** **\$ 7,610.73**

The Local 734 contract COLA was not applied to Mr. Berry's salary while he was on military leave for the payroll periods from December 28, 2005 through December 11, 2007.

Account: 1001-212-001-00-161

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the retroactive pay for Shawn E. Berry.

MINUTESDepartment of Housing and Community - Agreements
Development/Homeless Services

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2008 through June 30, 2009, unless otherwise indicated.

1. **PROJECT PLASE, INC.** **\$ 226,443.00**

Account: 4909-357-901-26-351

The organization will use the funds to hire a qualified nurse who will assist homeless individuals who have HIV/AIDS related illnesses. The service will include payments for client emergencies including, delinquent rent, eviction notices and emergency food supplies.

2. **SAINT VINCENT DePAUL** **\$ 59,715.00**

Account: 5291-357-902-29-351

The organization will hire a Case Manager who will provide outreach services to homeless men, women and families at the Beans and Bread Center, located at 400 South Bond Street. The targeted population will be walk-in clients who are self-referred, through mailing, and referrals made by other homeless service providers. The program will offer a wide range of services that will include employment, housing referral, short-term rent assistance, health services and mental health services.

MINUTESDHCD/Homeless Services - cont'd

3. **MARION HOUSE, INC.** **\$216,339.00**

Accounts: 5256-357-902-19-351
5291-357-902-19-351

The organization will provide 42 transitional shelter beds to homeless men and women with children. The funds will be used to offset the costs of providing addiction services, transportation, meals, counseling, employment training, crisis management, information and referrals to appropriate service resources.

4. **HOUSE OF RUTH MARYLAND, INC.** **\$245,744.00**

Account: 4962-357-902-18-351

The organization will provide transitional housing and supportive services to four single adults and 15 families at the transitional facility located at an undisclosed location in Baltimore. The program targets homeless women with children who are victims of domestic violence. The period of the agreement is November 1, 2008 through October 31, 2009.

5. **SAINT VINCENT DePAUL** **\$ 40,660.00**

Account: 5291-357-902-29-351

The organization will provide housing and supportive services to approximately 20 residents of the Frederick Ozanam House, a transitional housing facility, located at 400 S. Bond Street. The program will serve homeless individuals determined to be employable, who are not presently addicted or suffering from a debilitating mental illness. The services will include referrals for employment, counseling, peer support, life skills training, education and support to remain drug and alcohol free. In addition, the funds will be used to pay the costs for staff to provide supportive services to the residents of the facility.

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

MINUTESDHCD/Homeless Services - cont'd

6. **HEALTH, EDUCATION, ADVOCACY, LIFE, INC.** **\$146,460.00**

Account: 4962-357-902-31-351

The organization will provide case management and support services to six families, which include women with children. Services will include working with clients residing in scattered site apartments, providing aftercare and follow-up services to address their ongoing needs and providing support to ensure the clients success in permanent housing. The period of the agreement is September 1, 2008 through August 31, 2009.

7. **WOMEN'S HOUSING COALITION, INC.** **\$ 15,000.00**

Account: 5251-357-902-35-351

The organization will provide services to approximately 26 homeless, low-income women of the Margaret Jenkins House, located at 2226 Maryland Avenue. The services will include, but will not be limited to providing each woman with a clean, safe, and supportive environment in which to live for as long as she needs this type of housing, ongoing case management, and individual counseling. In addition, each client will also receive life skills training, referrals for employment and employment training, health care, psychological counseling, access to government benefit programs, education, and other services.

MINUTESDHCD/Homeless Services - cont'd

The agreements are late because of delays at the administrative level. Specifically, the delays were caused by a number of factors, including the amount of time the provider required to send information appropriate to the contract, as well as the fact that a significant backlog of undeveloped contracts occurred while the BHS Contracts Manager position went unfilled for several months.

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 aforementioned agreements listed above.

MINUTES

Department of Housing and - Agreements
Community Development

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

1. **JOHNSTON SQUARE COMMUNITY DEVELOPMENT CORPORATION, INC.** **\$ 33,500.00**

Accounts: 2089-593-605-26-351	\$ 18,000.00
2089-593-605-81-351	\$ 8,000.00
2089-593-605-83-351	\$ 7,500.00

The organization will provide citizen participation in the planning and implementation of Community Development Block Grant activities in the Johnston Square community. Under the terms of this agreement, the funds will be used to subsidize the organization's operating expenses. The period of the agreement is August 1, 2008 through July 31, 2009.

FOR THE FY 2009, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$0.00.

2. **NEIGHBORHOOD HOUSING SERVICES OF BALTIMORE, INC.** **\$400,000.00**

Accounts: 2089-593-612-83-351	\$ 22,551.30
2089-593-612-26-351	\$110,540.65
2089-593-612-81-351	\$ 68,554.00
2089-593-612-62-351	\$168,901.52
2089-593-612-61-351	\$ 29,452.53

Neighborhood Housing Services of Baltimore, Inc. will provide public information, housing counseling, and rehabilitation services, including owner-occupancy, rehabilitation loan underwriting, and development of rehabilitation specifications. In addition, the organization will continue to rehabilitate properties for low and moderate-income owner occupancy. Under the terms of this agreement, the funds will be used to subsidize the organization's operating expenses. The period of the agreement is September 1, 2008 through August 31, 2009.

MINUTES

DHCD - cont'd

FOR THE FY 2009, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$124,453.00, AS FOLLOWS:

MBE: \$33,602.00

WBE: \$12,445.00

3. COMMUNITY MEDIATION, INC. \$ 33,500.00

Account: 2089-593-058-26-351

Community Mediation, Inc. will work to reduce interpersonal and community violence by utilizing non-violent conflict resolution strategies in providing free conflict resolution and mediation services to low and moderate-income individuals in Baltimore City. Under the terms of this agreement, the funds will be used to subsidize the organization's community service program costs. The period of the agreement is July 1, 2008 through June 30, 2009.

FOR THE FY 2009, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$42,060.00, AS FOLLOWS:

MBE: \$11,356.00

WBE: \$4,206.00

4. THE HARBOR BANK OF MARYLAND \$ 20,000.00
COMMUNITY DEVELOPMENT CORPORATION

Account: 2089-593-232-73-351

The organization will provide loan fund management services, including loan servicing and technical assistance to the existing Community Development Block Grant Special Economic Development Loan Fund Portfolio. Under the terms of this agreement, the funds will be used to subsidize the organization's operating expenses.

MINUTES

DHCD - cont'd

On May 14, 2008, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2008 Annual Action Plan for the following formula programs:

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

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2008 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Department of Housing and Community Development - Amendment No. 1 to Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to a memorandum of understanding (MOU) with the Baltimore City Health Department. The amendment no. 1 will extend the MOU through June 30, 2009.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

On March 5, 2008, the Board approved a one year MOU, in the amount of \$323,658.00 with the Baltimore City Health Department for its Lead Hazard Control Intervention Program.

The Health Department is requesting additional time to complete the lead abatement activities outlined under the original MOU. The delay in performing under the original MOU was primarily due to difficulty in getting the environmental assessment company approved by the Bureau of Purchases. This amendment no. 1 will provide a no-cost time extension through June 30, 2009.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 1 to the memorandum of understanding with the Baltimore City Health Department.

MINUTES

Department of Housing and - Head Start Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Head Start agreement with Associated Catholic Charities, Inc., delegate agency for the St. Jerome Head Start Program. The period of the agreement is July 1, 2008 through June 30, 2009.

AMOUNT OF MONEY AND SOURCE:

\$1,169,523.00 - 4863-605-926-99-351

BACKGROUND/EXPLANATION:

Under the terms of this agreement, in the amount of \$1,754,285.00, the organization will provide Head Start services to 258 children and their families in Baltimore City. The funds will be used for the organization's operating expenses. A four-month advance of funds, in the amount of \$584,762.00, was approved by the Board on July 23, 2008. With the advance of funds, the total contract amount is \$1,754,285.00.

MBE/WBE PARTICIPATION:**MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.**

MBE: Black Tie Caterers	\$ 1,000.00	0.06%
Charm City Catering, Inc.	140,000.00	7.98%
Fleming Bus Company	10,000.00	0.57%
Sue-Ann's Office Supply, Inc.	<u>1,000.00</u>	<u>0.06%</u>
Total	\$152,000.00	8.66%
WBE: The Classic Catering People, Inc.	\$ 1,500.00	0.09%
Care Resources	<u>3,000.00</u>	<u>0.17%</u>
Total	\$ 4,500.00	0.26%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

DHCD - cont'd

MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS.

OF THE TOTAL CONTRACT AMOUNT OF \$1,754,285.00, \$1,731,100.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE.

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

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 Head Start agreement with Associated Catholic Charities, Inc., delegate agency for the St. Jerome Head Start Program.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition agreement with Mahogany, Inc. for the sale of the vacant property located at 916 West Pratt Street, in the Hollins Market Urban Renewal Area.

AMOUNT OF MONEY AND SOURCE:

\$25,500.00 - purchase price

BACKGROUND/EXPLANATION:

A good faith deposit of \$1,000.00 has been paid by the developer.

Mahogany, Inc., is a minority owned construction company in the Hollins Market community of Baltimore City, located at 910 West Pratt Street. It has been a business for 12 years, providing quality carpentry services at an affordable rate. Its labor force has expanded since it started doing business.

Mahogany, Inc. would like to purchase the vacant lot at 916 West Pratt Street to be used for additional parking for their growing workforce. The conversion of this lot into parking spaces will generate an estimated \$1,059.00 of tax revenue to the City and State.

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

The property is being sold at the appraised value.

MBE/WBE PARTICIPATION:

The developer has signed the commitment to comply with the Minority Business Enterprise and the Women's Business Enterprise Program of Baltimore City.

MINUTES

DHCD - cont'd

(FILE NO. 56689)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Mahogany, Inc. for the sale of the vacant property located at 916 West Pratt Street, in the Hollins Market Urban Renewal Area.

MINUTES

Department of Housing and - Operating Budget Appropriations
Community Development Transfer

ACTION REQUESTED OF B/E:

The Board is requested to approve an Appropriation Adjustment Order (AAO) to transfer appropriations between the following programs:

Program 184 - Office of Home Energy (Unallocated Account)
Program 606 - Summer Food Service Program

AMOUNT OF MONEY AND SOURCE:

\$1,257,313.71

BACKGROUND/EXPLANATION:

This AAO is needed to match the appropriations with the grant amount.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the Appropriation Adjustment Order to transfer appropriations between the programs listed above.

MINUTES

EXTRA WORK ORDER

* * * * *

UPON MOTION duly made and seconded,
the Board approved the
Extra Work Order listed on the following page:

59

The EWO has been reviewed and approved
by the Department of Audits, CORC, and MWBOO,
unless otherwise indicated.

MINUTES

EXTRA WORK ORDERS

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

Bureau of Water and Wastewater

1.	<u>EWO #007, \$ 88,000.00 - WC 1182, Sidewalk Restoration</u>			
	\$ 879,480.00	\$ 1,162,740.00	Priceless	0 100
			Industries, Inc.	

MINUTES**TRAVEL REQUESTS**

<u>Police Department</u>	<u>To Attend</u>	<u>Amount</u>
1. Steven W. Sturm	One-Week Handler Course for K-9 Unit and Pickup of New Canine Sanford, NC Jan. 11 - 17, 2009	\$316.08
2. Rodney A. Mason	Weapons of Mass Destruction Training Course Albuquerque, NM Dec. 8 - 12, 2008	\$ 0.00
3. Richard A.J. Hilte, Jr.	Assessor for Police Lieutenant Philadelphia Police Department Philadephia, PA Dec. 1 - 5, 2008	\$ 0.00
4. Jesse B. Oden	The National Organization of Black Law Enforcement Executives - 2009 William R. Bracey Winter CEO Symposium Atlanta, GA Feb. 5 - 7, 2009	\$ 0.00

UPON MOTION duly made and seconded, the Board approved and authorized execution of the travel requests.

MINUTES

Office of the Mayor - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve the expenditure of funds to sponsor Fit Baltimore. The event will kick-off on January 10, 2009.

AMOUNT OF MONEY AND SOURCE:

\$ 2,763.00 - 250 T-Shirts @ \$10.00/t-shirt, including
website feature, and design layout
16,748.00 - Advertisement - Radio One and Sun paper
\$19,511.00 - 1001-122-021-00-326

BACKGROUND/EXPLANATION:

Fit Baltimore will show residents how to eliminate the barriers that prevent good health such as lack of time, money, information, motivation, access to fitness centers and childcare.

Three local women and Mayor Dixon will host events at recreation centers in different communities to exercise with residents. Partners and sponsors for Fit Baltimore will include Target, Radio One, the Baltimore Sun, WJZ, and the Mass Transit Administration. This request represents the budget for the first three months of 2009.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to sponsor Fit Baltimore. The Mayor

ABSTAINED.

MINUTES

Department of Transportation - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with the Maryland Department of Transportation. The period of the grant agreement is July 01, 2008 through June 30, 2009.

AMOUNT OF MONEY AND SOURCE:

\$80,000.00 - 5183-230-908-00-302

BACKGROUND/EXPLANATION:

The grant agreement provides for the continued operation of the Ridesharing/Commuter Assistance Program to promote the use of alternatives to single occupant vehicles including mass transit, carpool, and vanpools in Baltimore City.

The grant agreement is late because it was not received from the Maryland Transit Administration until December 8, 2008 and could not be processed until that time.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreement with the Maryland Department of Transportation.

MINUTESPolice Department - Employment Agreement

The Board is requested to approve and authorize execution of the following agreements. The period of the agreement is effective upon Board approval for one year.

	<u>Name</u>	<u>Hourly Rate</u>	<u>Amount</u>
1.	IRMA REED	\$14.42	\$30,000.00
2.	JOSEPHINE V. KENNEDY	\$14.42	\$30,000.00
3.	JOHN D. RICE	\$14.42	\$30,000.00
4.	CHARLES WILLIAMS	\$14.42	\$30,000.00

Account: 1001-201-002-00-109

On January 3, 1996, the Board approved a waiver to Administrative Manual Policy AM 212-1, which allowed the Baltimore Police Department to hire retired Police Officers as contract employees.

The retirees will perform a variety of tasks, previously performed by full-duty Police Officers, which are supportive in nature. This will allow the Department to continue to assign active Police Officers to crime fighting duties.

The retirees will receive no benefits other than workmen's compensation and F.I.C.A.

APPROVED FOR FUNDS BY FINANCE

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

MINUTESPolice Department - Expenditures of Funds**ACTION REQUESTED OF B/E:**

The Board is requested to authorize tuition reimbursement payments by Direct Payment Orders for police officers participating in the Police Department's College Tuition Assistance Educational Incentive Program.

AMOUNT OF MONEY AND SOURCE:

\$400,000.00 - 1001-200-007-00-319

BACKGROUND/EXPLANATION:

The Police Department acting through General Order D-8 provides financial assistance to eligible officers enrolled in a State approved accredited college or certificate program with a declared major in Criminal Justice or job related topic or any degree or certificate program or course which is related to law.

Officers must attain a grade "B" or better to be reimbursed 100% of tuition cost. A grade "C" will be reimbursed for 75%. A lesser grade will not be reimbursed.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board authorized the tuition reimbursement payments by Direct Payment Orders for Police Officers participating in the Police Department's College Tuition Assistance Educational Incentive Program.

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. MODERN EQUIPMENT
SALES & RENTAL CO. | \$11,332.50 | Low Bid |
| Solicitation No. B50000914 - Vibratory Plate Tampers -
Department of Public Works - Req. No. R514476 | | |
| 2. SKALAR, INC. | \$10,088.75 | Sole Source |
| Solicitation No. 08000 - Service Contract for Analyzer Systems
- Department of Public Works - Req. No. R515479 | | |

The Board is requested to approve and authorize execution of an amendment to agreement with Skalar, Inc. The amendment to agreement is effective upon Board approval through January 31, 2010.

On June 4, 2008, the Board approved the original agreement with Skalar, Inc. to provide Skalar San++ Analyzer Systems to be used for Nutrient Analysis for the Back River Wastewater Treatment Plant. The vendor is the proprietor and sole source for service, maintenance contracts, parts, and consumable items necessary for the analyzer systems needed.

Under this amendment to agreement, Skalar, Inc. will provide services for the Patapsco Laboratory.

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|---|-------------|---------|
| 3. MARTEK VIDEO SUPPLY | \$ 5,872.00 | Low Bid |
| Solicitation No. B50000918 - Black Gaffers Tape - Convention
Center - Req. No. R514184 | | |

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
4. DIGITAL AUDIO CORPORATION	\$14,850.00	Sole Source
Solicitation No. 08000 - Video Camera Surveillance Equipment - Police Department - Req. No. R512026		
The vendor is the sole U.S. source of the equipment needed to be compatible with existing equipment in use by the Police Department.		
5. HOWARD UNIFORM ASSOCIATES	\$20,443.00	Low Bid
Solicitation No. 07000 - Battle Dress Uniforms - Police Department - Req. No. R507736		
6. WILLIAM CARUSO AND ASSOCIATES	\$18,550.00	Low Bid
Solicitation No. B50000866 - Provide Food Service Consulting - Convention Center - Req. No. R513508		
7. ENVIRONMENTAL EQUIPMENT AND SERVICE COMPANY	\$13,468.02	Low Bid
Solicitation No. B50000920 - Various Instrumentation Parts - Department of Public Works - Req. No. R513490		
8. UNISOURCE	\$24,716.71	Ratification
Solicitation No. BP-04111 - Paper Products - Department of Finance - Req. No. R513609		

This ratification is for items purchased during the contract period but for which invoices arrived afterward.

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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| 9. ALTY CLEANING SERVICES,
INC. | \$ 5,941.04 | Renewal |
| Solicitation No. S71001 - Janitorial Services - Enoch Pratt
Free Library - Req. No. Various | | |

On January 17, 2007, the Board approved the initial agreement in the amount of \$5,941.04. The award contained renewal options. Authority is requested to exercise the second and final one-year renewal option in the amount of \$5,941.04.

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|---|-------------|---------|
| 10. B & L ENTERPRISES | \$17,733.40 | Renewal |
| Solicitation No. S71101 - Janitorial Services - Department of
Housing and Community Development - Req. No. R503736 | | |

Authority is requested to exercise the second and final one-year renewal option.

On July 18, 2007, the contract with Signature Management in the amount of \$5,412.50 was terminated. The contract was re-awarded on July 18, 2007 to B&L Enterprises in the amount of \$10,344.46. On February 13, 2008, the Board approved the 1st renewal in the amount of \$17,733.40. Authority is requested to exercise the second and final renewal in the amount of \$17,733.40.

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|---|-------------|---------|
| 11. ALTY CLEANING SERVICES,
INC. | \$11,880.00 | Renewal |
| Solicitation No. S70710 - Janitorial Services - Enoch Pratt
Free Library - Req. Nos. Various | | |

On January 17, 2007 the Board approved the initial award in the amount of \$11,880.00. On March 19, 2008, the Board approved the first renewal in the amount of \$11,880.00. Authority is requested to exercise the second and final one-year renewal option in the amount of \$11,880.00.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
12. SIGNATURE MANAGEMENT AND REALTY, LLC	\$ 5,956.80	Renewal
Solicitation No. S70709 - Janitorial Services - Enoch Pratt Free Library - Req. Nos. Various		
<p>On January 10, 2007, the Board approved the initial award in the amount of \$5,956.80. On October 31, 2007, the Board approved the first renewal option in the amount of \$5,956.80. Authority is requested to exercise the second of three one-year renewal options in the amount of \$5,956.80.</p>		
13. COMPRISE TECHNOLOGIES, INC.	\$20,412.58	Sole Source
Solicitation No. 08000 - Renewal of SAM Software - Enoch Pratt Free Library - Req. No. R514910		
<p>The vendor is the sole proprietor for the SAM software that is already established at the Library.</p>		
14. QUANTUM ENGINEERING	\$ 9,350.00	Low Bid
Solicitation No. B50000907 - Sur-Lock Access Panels for Street Light Poles - Department of Transportation - Req. No. R513648		
15. VWR INTERNATIONAL	\$10,000.00	Low Bid
Solicitation No. B50000922 - Laboratory Equipment - Department of Public Works - Req. No. R514801		
16. HEBBVILLE DENTAL LAB	\$ 3,500.00	Increase
Solicitation No. 06000 - Dental Clinic - Health Department - Req. No. P504980		

On October 31, 2008, the Board approved the initial award in the amount of \$5,000.00. This increase in the amount of \$3,500.00 is necessary to meet the unanticipated demand, making the total award amount \$8,500.00.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
17. MEDICAL MARKETING, INC. Solicitation No. 07000 - Insulin Syringes - Health Department - Req. No. R508433	\$18,375.00	Low Bid
18. THE FURST BROTHERS COMPANY Solicitation No. 08000 - Framing Materials and Supplies - Police Department - Req. No. R507130	\$19,500.00	Sole Source
The vendor supplies custom-made frames to the Police Department which must match those currently displayed.		
19. SOFTWARE HOUSE INTERNATIONAL, INC. Solicitation No. 06000 - Microsoft Software Licenses - Department of Finance - Req. No. R516322	\$ 7,245.80	Selected Source
The vendor was selected because it offers low pricing consistent with a State of Maryland contract that it holds.		
20. GEIGER PUMP AND EQUIPMENT COMPANY Solicitation No. 08000 - Gearchem Pump - Department of Public Works - Req. No. R515375	\$13,948.00	Sole Source
The vendor is the sole source Maryland supplier of the OEM pumps needed.		
21. GEIGER PUMP AND EQUIPMENT COMPANY Solicitation No. 08000 - Dewatering Pumps - Department of Public Works - Req. No. R515286	\$20,976.00	Sole Source
The vendor is the sole source Maryland supplier of the OEM pumps needed.		

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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|---|-------------|-----------------|
| 22. MCKESSON GENERAL
MEDICAL | \$ 6,686.80 | Selected Source |
| Solicitation No. 06000 - Medical Supplies - Health Department
- Req. No. R514016 | | |

The vendor is selected by the Public Health Service to provide government discount pricing for Bicillin.

- | | | |
|--|--------------|-------------|
| 23. VERIZON COMMUNICATIONS,
INC. | \$ 28,501.20 | Sole Source |
| Solicitation No. 08000 - Nortel Periphonics Maintenance -
Mayor's Office of Information Technology - Req. No. R515971 | | |

The vendor will provide systems maintenance of Nortel Interactive Voice Response (IVR) software to maintain the continuity of the IVR interface with the existing Verizon phone system. The price and proposal is considered reasonable and acceptable.

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

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|--|----------------|---------|
| 24. XEROX CORPORATION | \$1,000,000.00 | Renewal |
| Solicitation No. B50000284 - White Xerographic Bond-Letter
Sized Paper - Agencies - Various - Req. Nos. Various | | |

On February 6, 2008, the Board approved the initial award in the amount of \$1,000,000.00. The award contained the option to renewal at the sole discretion of the City. Authority is requested to exercise the first renewal option in the amount of \$1,000,000.00, making the award amount \$2,000,000.00.

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

25. RICOH AMERICAS CORPORATION	\$112,920.00	Increase
U.S. Communities Contract Number BW7123-3/07 - Office Machines - Department of Human Resources - Req. No. R515675		

On November 21, 2007, the Board approved the initial award of a three year lease/maintenance agreement for eight Ricoh digital copiers in the amount of \$54,464.00. Authority is requested to issue a purchase order in the amount of \$112,920.00 for the final two years of the lease, making the total award amount \$167,384.00.

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

26. INTERNATIONAL SALT CO., LLC.	\$1,000,000.00	Increase
Solicitation No. B50000222 - Furnish and Deliver Salt - Agencies - Various - Req. Nos. Various		

On February 6, 2008, the Board approved the initial award in the amount of \$1,000,000.00. The contract contained two 1-year renewals options at the sole discretion of the City. This is the second one year renewal option in the amount of \$1,000,000.00 making the award amount \$2,000,000.00.

MWBOO SET GOALS OF 5% MBE AND 2% WBE.

MBE: L & J Construction Services, Inc.	\$50,000.00	5%
WBE: Morgan Construction Services, Inc.	\$20,000.00	2%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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|---|--------------|-------------|
| 27. <u>AMES, INC.</u>
Solicitation No. 08000 - Provide Aurora Pump Assembly Parts -
Department of Public Works - Req. No. R514393 | \$ 50,000.00 | Sole Source |
|---|--------------|-------------|

The requirement is specific for the Aurora pump assembly and the vendor is the exclusive distributor in the Baltimore area.

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

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|---|--------------|----------------------|
| 28. <u>SOUTHEASTERN EMERGENCY
EQUIPMENT, INC</u>
City of Myrtle Beach, SC Contract No. 07-0031587 - Breathing
Apparatus - Baltimore City Fire Department - Req. No. R501036 | \$ 68,400.00 | Cooperative Contract |
|---|--------------|----------------------|

The item required is only available from vendors designated by the manufacturer, and the cooperative contract provides a 7.3% better price than those quoted by the two local area distributors.

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

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

29. TELE-TECTOR OF MARYLAND INC.	\$500,000.00	Increase
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Solicitation No. B50000001 - Provide CCTV Monitoring System -
Department of Public Works, Bureau of Water & Wastewater -
Req. Nos. Various

On September 26, 2007, the Board approved the initial award in the amount of \$1,604,836.00. Because of an increase in usage, the Board is requested to approve an increase in the amount of \$500,000.00, making the total award \$2,104,836.00.

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

MBE: Paniagua's Enterprises, Inc.	\$591,148.72	36.8%
WBE: Fleet Electric, Inc.	\$ 92,532.36	5.8%

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

		<u>Groups Awarded</u>	
30. WORLD CARE MEDICAL	\$36,000.00	1, 6 & 8	
SOUTHEASTERN EMERGENCY	\$18,988.38	3 & 4	
MOORE MEDICAL	\$36,000.00	2 & 5	Renewal

Solicitation No. BP 07078 - Provide Medications, Medical
Supplies, and Equipment - Baltimore City Health Department -
Req. Nos. Various

On January 24, 2007, the Board approved the initial award in the amount of \$213,640.03. On February 13, 2008, the Board approved a renewal in the amount of \$90,988.38. The Board is requested to approve the second and final one-year renewal option in the amount of \$90,988.38.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|------------------------------|-------------|-------------|
| 31. BALTIMORE GAS & ELECTRIC | \$37,153.00 | Sole Source |
|------------------------------|-------------|-------------|
- Solicitation No. 08000 - Biddle Street/Haven Street Project -
Department of Public Works - Req. Nos. Various

The Board is requested to approve and authorize execution of an agreement with Baltimore Gas & Electric (BGE).

The City requires fiber optic cabling to run between Haven Street and Biddle Street. The cabling will be attached to the poles owned by the BGE and therefore the work must be done by BGE.

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

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

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|------------------------------|-------------|----------|
| 32. NORTHEAST AUTO
OUTLET | \$99,414.00 | Increase |
|------------------------------|-------------|----------|
- Solicitation No. B50000617 - Pickup Trucks with Omaha
Standard Stake Body - Department of Public Works, Fleet
Management Division - Req. No. R509551

On October 1, 2008, the Board approved the initial award in the amount of \$33,138.00 for one pickup truck with Omaha Standard Stake Body. This increase in the amount of \$99,414.00 is needed to purchase three additional trucks at the initial contract price. The three vehicles will replace aging vehicles in need of repairs that exceed their current value, making the total award amount \$132,552.00.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of General Services</u>		
33. AMERICAN MEDICAL SERVICES	\$19,800.00	Low Bid
IC 485 - Replacement of Handicap Elevator Lift at the Patterson Park Branch No. 13, Enoch Pratt Free Library		
34. CHARLES H. HODGES & SON, INC.	\$12,425.00	Low Bid
IC 488 - Replacement of Loading Dock Lift at the Municipal Employees Credit Union Building located at 401 E. Fayette Street		
35. JCM CONTROL SYSTEMS, INC.	\$12,984.00	Low Bid
IC 494 - Replacement of Two Air Conditioning Units at the Edmondson High School, RF Site		
36. JCM CONTROL SYSTEMS, INC.	\$12,984.00	Low Bid
IC 492 - Replacement of Two Air Conditioning Units at the the Northwest Police District, RF Site		
37. JCM CONTROL SYSTEMS, INC.	\$12,984.00	Low Bid
IC 493 - Replacement of Two Air Conditioning Units at Lombard Street, RF Site		
<u>Bureau of Purchases</u>		
38. SPOT-A-POT, INC.	\$ 8,880.00	Low Bid
Solicitation No. 07000 - Portable Toilets - Mayor's Office - Req. No. TBD		

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts, extensions, and the amendment to agreement. The Comptroller **ABSTAINED** on item no. 26.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

* * * * *

On the recommendations of the City agencies
hereinafter named, the Board

UPON MOTION duly made and seconded,
awarded the formally advertised contracts
listed on the following pages:

77 - 91

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

The Transfers of Funds were approved
SUBJECT to receipt of favorable reports
from the Planning Commission,
the Director of Finance having reported favorably
thereon, as required by the provisions
of the City Charter. Item no. 5 was deferred for one week.

Item nos. 6, 11, and 12 were withdrawn,

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

The Comptroller **ABSTAINED** on item nos. 3 and 11-12.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

- | | | | |
|----|--|--------------------------|--------------|
| 1. | B50000863, Truck Mounted Sewer Rodding Machine | Atlantic Machinery, Inc. | \$ 79,234.00 |
|----|--|--------------------------|--------------|

MWBOO GRANTED A WAIVER.

- | | | | |
|----|---|----------------------|--------------|
| 2. | B50000874, Baltimore City Weatherization Assistance Program - HVAC 2009 | Coldspring Co., Inc. | \$400,000.00 |
|----|---|----------------------|--------------|

MWBOO SET GOALS OF 27% FOR MBE AND 7% FOR WBE.

MBE:	Bey Refrigeration & Heating, Inc.	\$44,000.00	11%
	BMC Services, LLC	44,000.00	11%
	Polar Property Inspection Services, Inc.		0%

WBE:	K & S Environmental Solutions	\$28,000.00	7%
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MWBOO FOUND VENDOR IN COMPLIANCE BASED ON A GOOD FAITH EFFORT.

- | | | | |
|----|--|--|--------------|
| 3. | B50000875, Lead Abatement at Low-Income Residences | ARC Constr. Services, Inc.
(1 st Call) | \$100,000.00 |
| | | Asbestos Specialists, Inc.
(2 nd Call) | \$100,000.00 |
| | | DeVeau Constr. LLC
(3 rd Call) | \$100,000.00 |
| | | UK Constr. & Mgt., LLC
(t/a Okoro Dev.) | \$100,000.00 |

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

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

4. B50000862, Couplings Smith-Blair Inc. \$ 50,000.00

MWBOO GRANTED A WAIVER.

5. B50000886, Roll-Off Container Rehabilitation & Repair Chesapeake Container Repair \$ 69,770.00

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

A PROTEST HAS BEEN RECEIVED FROM MID-ATLANTIC WASTE SYSTEMS.

6. B50000736, Fire Hose Municipal Emergency Services, Inc. \$120,000.00

MWBOO GRANTED A WAIVER.

7. B50000834, Mack 40 Cubic-Yard Front Load Refuse Packer Waste Equipment Sales & Service \$157,033.00

MWBOO GRANTED A WAIVER.

8. B50000835, Ten Wheel Dump Truck with Snow Plow and Salt Spreader Beltway International \$122,850.00

MWBOO GRANTED A WAIVER.

Department of Transportation

9. TR 09001, Reconstruction of Footways - Citywide M. Luis Construction Co., Inc. \$834,977.50

MBE: AJO Concrete Construction Inc. \$226,000.00 27.07%

WBE: Fallsway Construction Co., LLC \$ 84,000.00 10.06%

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARD/REJECTIONS:

10. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$514,078.75	9950-504-300	
MVR	Constr. Res.	
	Tree Roots	
189,350.38	9950-504-100	
MVR	Constr. Res.	
	Footways	
256,795.00	" "	
Others		
<u>\$960,224.13</u>		
\$834,977.50	-----	9950-504-431-6
		Struc. & Improv.
83,497.75	-----	9950-504-431-5
		Inspections
41,748.88	-----	9950-504-431-2
<u>\$960,224.13</u>		Contingencies, Recon. of Footways - Citywide

This transfer will provide funds to cover the costs associated with the award of TR 09001 to M. Luis Construction Co., Inc.

11. TR 09010, Resur- P. Flanigan & Sons, \$2,252,993.25
 facing Highways Inc.
 Emergency JOC

MWBO SET MBE GOALS AT 23% AND WBE GOALS AT 10%.

MWBO SET SUB-GOALS OF 18% FOR AFRICAN AMERICAN (AA); 3% FOR HISPANIC AMERICANS (HA); 2% FOR ASIAN AMERICANS (AsA); and 0% FOR NATIVE AMERICANS (NA).

MBE - AA:

L & J Construction Services, Inc.	\$395,560.00	17.56%
Fallsway Construction Co., LLC	<u>10,000.00</u>	<u>0.44%</u>
	\$405,560.00	18.00%

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARD/REJECTIONS:

Department of Transportation - cont'd

MBE: - AsA:

Bay City Construction, Inc.	45,100.00	2.00%
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MBE - HA:

AJO Construction, Inc.	68,000.00	3.02%
	<u>\$518,660.00</u>	<u>23.02%</u>

WBE:

River Transport, Inc.	\$ 20,000.00	.89%
Morgan Construction Services, Inc.	123,400.00	5.47%
Rowen Concrete, Inc.	82,000.00	3.64%
	<u>\$225,400.00</u>	<u>10.00%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

12. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,980,000.00	9950-514-725	
MVR	Emergency Resurf.	
150,000.00	9950-514-777	
MVR	Emergency Resurf.	
100,000.00	9950-514-778	
MVR	Emergency Resurf.	
360,942.24	9950-514-213	
MVR	Local Resurf. NE	
\$2,590,942.24	Sector I	
\$2,252,993.25	-----	9950-514-839-6
		Struc. & Improv.
225,299.33	-----	9950-514-839-5
		Inspections

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARD/REJECTIONS:

Department of Transportation - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
112,649.66	-----	9950-514-839-2
<u>\$2,590,942.24</u>		Contingencies, Emergency Resurf. JOC

This transfer will provide funds to cover costs associated with the award of TR 09010 to P. Flanigan & Sons, Inc.

- | | | | |
|-----|--|-----------------------------------|----------------|
| 13. | TR 05009, Saratoga
St. Streetscape
from Eutaw St. to
St. Paul St. | M. Luis Construction
Co., Inc. | \$1,629,801.40 |
|-----|--|-----------------------------------|----------------|

MWBOO SET MBE GOALS AT 24% AND WBE GOALS AT 9%.

MWBOO SET SUB-GOALS OF 18% FOR AFRICAN (AA); 4% FOR HISPANIC AMERICANS (HA); 2% FOR ASIAN AMERICANS (AsA); and 0% FOR NATIVE AMERICANS (NA).

MBE - AA:

Carter Paving & Excavating, Inc.	\$157,000.00	9.63%
D & G Brice Contractors, Inc.	138,000.00	8.47%
	<u>\$295,000.00</u>	<u>18.10</u>

MBE - AsA:

Bay City Construction Co., Inc.	33,000.00	2.02%
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MBE - HA:

AJO Concrete Construction, Inc.	65,000.00	4.02%
	<u>\$393,000.00</u>	<u>24.14%</u>

WBE:

Fallsway Construction Co., LLC	\$ 83,000.00	5.09%
Rowen Concrete, Inc.	65,000.00	3.99%
	<u>\$148,000.00</u>	<u>9.08%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARD/REJECTIONS:Department of Transportation - cont'd14. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,874,271.61	9950-528-169	
MVR	Constr. Res.	
	Saratoga St.	
	Streetscape	
\$1,629,801.40	-----	9950-527-169-6
		Struc. & Improv.
162,980.14	-----	9950-527-169-5
		Inspection
81,490.07	-----	9950-527-169-2
<u>\$1,874,271.61</u>		Contingencies
		Saratoga Street-
		scape

This transfer will provide funds to cover the costs associated with the award of TR 05009 to M. Luis Construction Co., Inc.

15. TR 08053, Repairs for Russell St. Bridge John W. Brawner Contracting Co., Inc. \$ 764,492.00

MBE:	Genesis Steel Service, Inc.	\$106,000.00	13.86%
	Rogers Industries, LLC	35,766.00	4.68%
	AJO Concrete Construction, Inc.	19,650.00	2.57%
		<u>\$161,416.00</u>	<u>21.11%</u>
WBE:	Sunrise Safety Services, Inc.	\$ 39,000.00	5.10%

MWBO FOUND VENDOR IN COMPLIANCE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARD/REJECTIONS:

Department of Transportation - cont'd

16. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 879,165.80	9950-507-311	
MVR	Constr. Res.	
	Russell St.	
	Viaduct	
\$ 764,492.00	-----	9950-514-837-6
		Struc. & Improv.
76,449.20	-----	9950-514-837-5
		Inspection
38,224.60	-----	9950-514-837-2
<u>\$ 879,165.80</u>		Contingencies
		Structural Repairs
		Bridges

This transfer will provide funds to cover costs associated with the award of TR 08053 to John Brawner Contracting Co., Inc.

President: Moving to the non-routine agenda, we have on item remaining and there is a protest. The protest is for pages 77-78, items 14 (SIC) and 16. The recommendations for contract awards, rejections, transfers of funds, TR 08053, Repairs for Russell Street Bridge. We received a protest from Pioneering Contracting. Anyone here - Pioneer? Good morning. Your name sir?

A LETTER OF PROTEST WAS RECEIVED FROM THE PIONEER CONTRACTING CO., INC. THE PROTEST FAILED AND THE SOLICITATION WAS AWARDED AS RECOMMENDED.

B.B. Patel, Pioneer Contracting Co. Inc.: "We are the low bidder for the Russell Street Bridge, that opened. The second

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low bidder protested because we did not sign the original copy. But, we signed the duplicate copy of the original. On top of that, the City awarded the job to the second low bidder because of the items 105 and 107. All of the lump sum items the City is paying them \$348,900.00 compared to \$210,000.00 to Pioneer. So, a total of \$138,000.00 the City is going to save at the end of the Project."

Jamie Kendrick: Good morning Madam President, Jamie Kendrick Department of Transportation.

Leslie Winner, Chief Solicitor: Leslie Winner from the Law Department. I will deal with the fact that their pages were missing from the original and Jamie will deal with the prices that were bid. Some of the pages in the original bid were not there. They were though in the duplicate bid, which is filed with the Comptroller's Office. The City only looks at the original bid when we look for form and legal sufficiency and was everything was included. The bid that is filed in the Comptroller's Office is for informational purposes only. As soon as the bids are filed there, when the Board of Estimates rises after its meeting, anyone can go into the Comptroller's Office and review the bids. They sit there in the Comptroller's Office in a little room with chairs and a table. They have the opportunity -- although we hope they never do it -- if they want

MINUTES

to, and some people have in the past, could make changes, because they are not being watched. So, the City has always made it its policy that we only review the original document and the other is strictly for informational purposes. The original bids are held securely. No is given—no one from the outside is given the opportunity to look at the bids. They are sent to the Departments, and the Departments hold them securely, but it's not the same for the informational [copy]. We have made the bids available to anyone who wants to look at them as soon as the Board rises. So, we can only look at the original document, because occasionally there are differences between the two documents.

City Solicitor: "Two questions. What was the nature of the pages that were missing from the original bid document here? The second question is has this issue come up in the past, and what has the position that the City's taken been on those prior occasions when it has come up?"

Leslie Winner: "This incident or this issue has come up in the past and the Board of Estimates has always held that the original bid is the bid that counts, and the other is for informational purposes only. The page that was missing

MINUTES

from the original bid, I sent an opinion up to the Board of Estimates was the last page of the bid where the bidder signs and says this is his bid, where he also attests to the fact that on the day it is made, his name, his address, the bid and this becomes part of the final document. This we consider a very important part of the bid. We have also put information on all bid pages to say that this is the original bid. It's not to be detached and that only the information contained in the original bid will be reviewed by the Board of Estimates and the Departments, and this was missing; just plain missing."

Jamie Kendrick: "With regard to the assertion that the bids were unbalanced, the Department reviewed the bids from all four bidders. In the context of this project in which you have a very complex bridge site, very tight confines to be working in, the six lane divided highway with high speed traffic, we do not believe that the maintenance of traffic and mobilization items which were the two items; were imbalanced. In fact, we would note that in at least one other instance for each of those items, there was another bidder that, who was within a few thousand dollars of that item. So, we did not find those to be imbalanced."

MINUTES

President: "Within a few thousand dollars of [John W.] Brawner's bid?"

Jamie Kendrick: "Yes, so for example on the maintenance of traffic Brawner bid 185 and Allied bid 190. On mobilization Brawner bid 126. Allied bid 122, so there were others that were significantly lower, which I think we would question those in some instances, but we are comfortable with these not being imbalanced."

President: "Any other questions? Did you [B.B. Patel] have another remark?"

B.B. Patel: "It's not important how much Allied bid and Brawner bid because Allied is still not the low bidder. Also, the mistake I made on the first page, section GC 2.15, the Board of Estimates has the right to accept a contract that has a minor deficiency or technicality. Pioneer is going to save almost \$150,000.00 finishing this project because Brawner bid a concrete item for only \$100 a cubic yard, which you cannot even buy the concrete from the supplier. We bid

MINUTES

\$3,000.00 a cubic yard, so it's a big difference. Brawner bid too low, because the quantity is not going to come as the actually quantity. The estimate was 35 cubic yards. The actual was only 20 cubic yards. It's a big difference, so whatever quantity comes actual, they bid very low which is concrete, a \$100.00 a cubic yard, and concrete demolition they also bid \$100.00 a cubic yard. This is very low."

President: "So, you're suggesting--this is to support your argument that it was imbalanced?"

B.B. Patel: "Yes, when the job is finished, we are going to save the City \$145,000.00, at least. They bid too high a number in lump sum items, which is traffic control and mobilization."

Jamie Kendrick: "At the end of the day, the successful bidder is responsible for the prices at which they bid. Any change orders would have to be approved by the Project Engineer and the Department, and thus, I am not sure that argument holds."

President: "Any other questions from the Board? Hearing none, is there a Motion?"

City Solicitor: "I would move to reject the

MINUTES

protest, and approve the recommendation of the Department."

Comptroller: "Second."

DPW Director: "Second."

President: "All those in favor say Aye."

Comptroller: "Aye."

DPW Director: "Aye."

Mayor: "Aye."

City Solicitor: "Aye"

President: "Opposed?" "Motion carries."

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARD/REJECTIONS:

Bureau of General Services - cont'd

17.	PB 06818, Benton Building 2 nd , 3 rd , & 4 th Floors HVAC System Renovation	JLN Construction Services, Inc.	\$1,380,000.00
MBE:	Bey Refrigeration & Heating Co.		\$138,000.00 10.00%
	Delta Electrical Contractors, Inc.		179,400.00 13.00%
			\$317,400.00 23.00%
WBE:	B & B Lighting Supply, Inc.		\$ 27,600.00 2.00%
	K. L. Phillips Trucking LLC		55,200.00 4.00%
			\$ 82,800.00 6.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

18. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 859,430.93	9916-194-304	
1 st . Public Bldg. Loan	Benton Bldg. HVAC Improve-ments Reserve	
100,000.00	9916-194-702	
General Fund	War Memorial Kitchen Upgrade Reserve	
150,000.00	9916-194-841	
General Fund	War Memorial HVAC & Ceiling Improvements Reserve	
100,000.00	9916-194-833	
2 nd Public Bldg. Loan	Park Heights MPC HVAC Reserve	

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARD/REJECTIONS:

Bureau of General Services - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
441,833.33	9916-194-410	
General Fund	Elevator Replace-	
	ment Various	
	Bldgs. Reserve	
<u>\$1,651,264.26</u>	-----	9916-197-304
		Benton Bldg. HVAC
		Improvements/Active

This transfer will provide funds to cover the costs associated with the award of PB 06818 and any in-house costs associated with the Benton Building HVAC Improvements project.

MINUTES

Bureau of Water and Wastewater - Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a consultant agreement with PHR+A/Jason Consultants, A Joint Venture for Project 1080P, Inspection Program for Large Water Mains. The period of the agreement is effective upon Board approval for two years, or until the upset limit is reached, whichever comes first.

AMOUNT OF MONEY AND SOURCE:

\$	85,981.60	-	9960-557-732-20-332
	591,123.50	-	9960-557-736-20-332
	397,664.90	-	9960-557-741-20-332
	<u>\$1,074,770.00</u>		

BACKGROUND/EXPLANATION:

The consultant will implement a program for inspection and assessment of large water mains 36 inches and greater and inspect mains per a priority list established by the consultant, in consultation with the City. In addition, the consultant will coordinate with the City and other stakeholders in refining and ensuring the consistency of data per the rating system for conditions of large water mains developed under an earlier project.

MBE/WBE PARTICIPATION:

MWBOO SET GOALS OF 21% FOR MBE AND 7% FOR WBE.

MBE:	EBA Engineering, Inc.	\$ 95,694.00	8.90%
	Paniagua's Enterprises, Inc.	134,820.00	12.54%
	Total	\$230,514.00	21.44%
WBE:	C. L. Warfield & Associates, Inc.	\$ 8,989.00	0.83%
	Highlander Contracting Co.,	140,613.00	13.08%
	Total	\$149,602.00	13.91%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

BW&WW - cont'd

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

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$665,820.00	9960-558-133	
Counties	Constr. Res.	
	Meter Replacement	
	Program	
9,180.00	" "	
Water Revenue		
Bonds		
<u>\$675,000.00</u>	-----	9960-557-736-3
		Engineering
\$400,230.00	9960-558-133	
Counties	Constr. Res.	
	Meter Replacement	
	Program	
49,770.00	" "	
Water Revenue		
Bonds		
<u>\$450,000.00</u>	-----	9960-557-741-3
		Engineering

The transfers of funds will cover the costs associated with Project No. 1080P, Inspection Program for Large Water Mains.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the consultant agreement with PHR+A/Jason Consultants, A Joint Venture for Project 1080P, Inspection Program for Large Water Mains. The Transfers of

MINUTESBureau of Water and Wastewater - cont'd

Funds were approved, SUBJECT to the receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Bureau of General Services - On-Call Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an on-call agreement with STV Incorporated. The period of the agreement is effective upon Board approval for two years, or until the upset limit is reached, whichever comes first.

AMOUNT OF MONEY AND SOURCE:

\$750,000.00 - Upset limit

BACKGROUND/EXPLANATION:

Various City agencies, on a continuing basis, require civil and structural engineering services to modify, upgrade or repair their facilities. Typically, the work involved is limited in scope or of an urgent nature, which in either case, should not be postponed until the customary civil/structural engineering selection process can be executed. To accommodate this type of work, the Bureau wishes to establish an on-call civil structural engineering agreement with STV Incorporated. The services will be provided on an as-needed basis, as needs are identified.

The cost of services rendered will be negotiated on a not-to-exceed price for each task assigned. The fees will be based on actual payroll rates, not including overhead and burden, times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits. The period of the contract is for two years. However, projects started within the two-year period may continue beyond the two-year time frame until completion. The total fee for this consultant's contract will not exceed \$750,000.00 for the two-year period.

The consultant has been approved by the Architect and Engineering Awards Commission.

MINUTES

General Services - cont'd

MBE/WBE PARTICIPATION:

MWBOO SET GOALS OF 23% FOR MBE AND 10% FOR WBE.

MBE: Johnson Consulting Engineers, Inc.	\$ 97,499.70	13.00%
RJM Engineering, Inc.	75,000.00	10.00%
Total	\$172,499.70	23.00%
 WBE: Constellation Design Group, Inc.	 \$ 75,011.43	 10.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the on-call agreement with STV Incorporated.

MINUTES

Bureau of Purchases - Request for Waiver of AM 212-1
and Authorization for Payment

ACTION REQUESTED OF B/E:

The Board is requested to approve a waiver of the AM 212-1 ceiling of 1,200 paid hours per year for the contract with Mr. James Scrivnor and to authorize payment for services beyond the contract period.

AMOUNT OF MONEY AND SOURCE:

\$10,753.60 - 470 hours above the ceiling during the contract
period

1,258.40 - 55 hours for services beyond the contract period

\$12,012.00 - 1001-144-007-02-101

BACKGROUND/EXPLANATION:

In order to reduce the backlog of complex procurements at the Bureau of Purchases, the City on December 5, 2007 entered into a one-year contract with Mr. James Scrivnor, a City retiree, and agreed to pay him an amount not to exceed \$43,600.00 at the rate of \$22.88 per hour. Pursuant to AM 212-1, the retiree's contract provided that Mr. Scrivnor could work for a total of 1,200 hours.

Mr. Scrivnor's services were used to complete complex solicitations, particularly a solicitation late in his contract term for HMO and POS health care plans for City active employees and retirees. The buyer assigned to this project unexpectedly resigned and Mr. Scrivnor's unique experience and expertise were urgently needed to bring this complex project to completion, and required him to work more hours than was anticipated. Gaps caused by extended absences of key administrative personnel caused the excess hours to go unnoticed. (Those gaps have been closed and procedures are in place to prevent this from re-occurring.) Subsequently, the Bureau of Purchases entered into negotiations with Mr. Scrivnor for a new contract. Those negotiations extended beyond the expiration of his existing con-

MINUTESBureau of Purchases - cont'd

tract, but he was allowed to work for an additional 55 hours in order to complete several other important solicitations including one for an environmental lead training, outreach, and policy initiative and one for lead abatement at low-income residences, which were grant funded. As a result, Mr. Scrivnor worked for a total of 1,725 hours, which resulted in \$39,468.00 in total wages earned; the total nevertheless remained below the \$43,600.00 Board authorized amount.

Mr. Scrivnor performed in good faith at the agreed to hourly rate, therefore it is requested that he be paid for the additional services rendered.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the waiver of the AM 212-1 ceiling of 1,200 paid hours per year for the contract with Mr. James Scrivnor. The Board also authorized payment for services beyond the contract period.

MINUTES**PROPOSAL AND SPECIFICATIONS**

Bureau of Water and Wastewater - SC 829, Primary Settling Tanks
Rehabilitation at the Back
River Wastewater Treatment
Plant
BIDS TO BE RECV'D: 2/25/2009
BIDS TO BE OPENED: 2/25/2009

There being no objections, the Board, UPON MOTION duly made and seconded, approved the following Proposal and specifications to be advertised for receipt and opening of bids on the dates indicated.

* * * * *

PRESIDENT: As there is no more business before the Board, the meeting will recess until bid opening at twelve noon. Thank you.

MINUTES

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

BIDS, PROPOSALS, AND CONTRACT AWARDS

Prior to the reading of the bids scheduled to be received and opened today, the Clerk announced that the following bureau had issued addenda extending the dates for receipt and opening of bids on the following contracts. There were no objections.

Bureau of Purchases

- B50000912, Street Light System Maintenance
- BIDS TO BE RECV'D: 01/21/2009**
- BIDS TO BE OPENED: 01/21/2009**

Bureau of Purchases

- B50000938, Provide Inspection, Services and Repairs for Fire Extinguishers for City of Baltimore
- BIDS TO BE RECV'D: 01/21/2009**
- BIDS TO BE OPENED: 01/21/2009**

Bureau of Purchases

- B50000891, Financial Consulting Services for the Baltimore Homeless Services Program
- BIDS TO BE RECV'D: 02/11/2009**
- BIDS TO BE OPENED: 02/11/2009**

MINUTES

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

Bureau of Purchases - B50000209, Compound Water Meters

Neptune Technology
Elster AMCO Water, Inc.
Sensus Metering Systems
Badger Meter, Inc.

Bureau of Purchases - B50000752, APC-Uninterrupted Power Supply Setup and Preventive Maintenance Services

Tech Depot - NO BID
Gruber Technical, Inc.
Static Power Conversion Services, Inc.
Communications Professionals*

Bureau of Purchases - B50000859, Banquet Chairs

MTS Seating
Celina Tent, Inc. d/b/a Celina Enterprises
Virco, Inc.
Rudolph's Office & Computer Supplies, Inc.
Dallas Midwest
Price Modern, LLC
Glover Equipment Sales

* UPON FURTHER MOTION, the Board found bid of Communications Professionals, Inc. **IRREGULAR** since the bid was not accompanied by the duplicate or public access copy as required by the bid specifications.

MINUTES

Bureau of Purchases

- B50000860, Industrial Work
Uniforms

Award Excellence Co., LLC
Brown Textile & Linens
F.F. & A. Jacobs & Sons, Inc.
Intapol Industries
Cambridge Acquisition, LLC
Image First Professional Apparel
Howard Uniform Co.
Chesapeake Uniform d/b/a Lord Baltimore Uniform
Bisonte Industries USA, LLC
Aramark Uniform Services
G&K Services

Bureau of Purchases

- B50000888, Towing and Road
Service for Cars and Light
Trucks

Frankford Towing
The Auto Barn, Inc.
Sullivan's Sons, Inc. t/a Sullivan's Garage

Bureau of Purchases

- B50000899, Oils and Lubricants

Tri County Petroleum
OMO Science Energy & Technology, Inc.
US Lubes, LLC

Bureau of Purchases

- B50000916, Provide Long Distance
Telephone Services for City of
Baltimore

Verizon Business*

MINUTESBureau of Purchases

- B50000923, Cisco and Other
Computer Parts

EDC System
Gov Connection, Inc.
Solutions4Sure.com Inc. d/b/a Tech Depot
RedHawk IT Solutions, LLC
MA Laboratories, Inc.**
CTK Computer Lab LLC
Automa Tech, Inc.
Communications Professionals, Inc.*
EnPointe Technologies Sales, Inc.
Aprisa Technology, LLC
Digital Intelligence Systems Corp.
Crawford Technical Services, Inc.

Bureau of Purchases

- B50000924, Transportation
Services for the Sandtown-
Winchester and Oliver Senior
Centers 2009

Star Associates, Inc.
Higher Ground Transportation Services, Inc.
Just 4 U Transit, LLC

Bureau of Purchases

- B50000929, Portable Chemical
Toilet Rental

Fogle's Septic Clean, Inc.
HCE, Inc.

** UPON FURTHER MOTION, the Board found bid of MA Laboratories, Inc. **IRREGULAR** since the bid was not accompanied by the duplicate or public access copy as required by the bid specifications.

MINUTES

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There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, January 21, 2009.

A handwritten signature in cursive script that reads "Joan M. Pratt, CPA". The signature is written in black ink and is positioned above the printed name and title.

JOAN M. PRATT
Secretary