

MINUTES**REGULAR MEETING**

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

The meeting was called to order by the President.

MINUTES

Enoch Pratt Free Library - TRANSFER OF LIFE-TO-DATE
SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Janie Hewlett.

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

<u>NAME</u>	<u>DAYS</u>
Eric Thornton	2
Derek A. Fauntleroy	1
Dwayne Armstead	1
Charles R. Lane, Jr.	1
Evelyn Barnhart Wallace	5
Kennard Hopkins	5
Samuel B. Thompson, Jr.	2
Linwood Burley	1
Aleta Ashley	3
Ruby Robinson	5
Cresencio Maralit	<u>1</u>
TOTAL	27

APPROVED FOR FUNDS BY FINANCE

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

UPON MOTION duly made and seconded, the Board approved the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Janie Hewlett.

MINUTESBureau of General Services - Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	1240 E. Eager Street	Seon Chan Kim, et al	One handicap ramp 16' x 48"
	Annual Charge: \$70.30		
2.	2250 E. North Ave.	2250 North Ave. LLC	Retain three flat signs, one handicap ramp, one single face electric sign, ten spot reflectors
	Annual Charge: \$627.98		
3.	2341 E. Monument St.	Wendall Jackson	One flat sign 14" x 123"
	Annual Charge: \$35.20		
4.	519 W. Pratt Street	Greenhouse Apartments, LLC	One set of steps, one handicap ramp 15'11" x 5'4"
	Annual Charge: \$140.60		

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

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

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

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

Best International Construction Co, Inc.	\$	1,500,000.00
Centennial Contractors Enterprise, Inc.	\$	284,240,000.00
Emcor Services Combustioneer Corp.	\$	50,000,000.00
Hi-Mark Construction Group, Inc.	\$	198,000.00
Johnson Control	\$	17,721,000,000.00
The Michael Group, Inc.	\$	8,000,000.00
MSI Controls, Inc.	\$	5,985,000.00
C.A. Murren & Son Company, Inc.	\$	64,224,000.00
Preservation Trades Co.	\$	5,436,000.00
Adams Robinson Enterprise	\$	63,936,000.00
Sargent Corporation	\$	141,642,000.00
Scriba Welding, Inc.	\$	6,489,000.00
Shrader Electric Co., Inc.	\$	6,138,000.00
Steel Products, Inc.	\$	8,000,000.00

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:

ReStl Designers, Inc.	Engineer
S3 Integration, L.L.C.	Engineer
Toole Design Group, LLC	Engineer
Wilbur Smith Associates	Engineer Land Survey Property Line Survey

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

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

MINUTES

EXTRA WORK ORDERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following pages:

772 - 773

All of the EWOs have 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>
<u>Department of Transportation</u>				
1. EWO #001, \$360,472.50 - TR 07016, Resurfacing Highways at Various Locations JOC-X				
\$ 1,418,693.00 -		P. Flanigan & Sons, Inc.	60	-
			CCD	
2. EWO #002, \$181,463.21 - TR 08037, Resurfacing Russell St. from City Line to 100 Ft. North Waterview Ave. & Bush St. to Lee St. (JOC CC)				
\$ 1,642,391.00 \$	2,464.24	M. Luis Construction Co., Inc.	-	-
3. EWO #002, (\$170,474.36) - TR 02371, Resurfacing Garrison Blvd. from Park Heights Ave. to Belle Ave.				
\$ 916,096.56 \$	14.00	M. Luis Construction Co., Inc.	-	-
4. EWO #002, \$86,652.50 - TR 04301, Resurfacing Erdman Ave. from Sinclair La. to Macon St.				
\$ 1,318,306.12 \$	481,030.13	Machado Construction Co., Inc.	-	-
5. EWO #023, \$63,770.00 - TR 03324, Rehabilitation of Eutaw St. from Lombard St. to Fayette St.				
\$ 2,307,670.25 \$	1,436,409.66	R & F Construction, Ltd.	-	-
<u>Bureau of General Services</u>				
6. EWO #049, \$34,199.00 - PB 05801R, Baltimore City Central Garage				
\$17,950,000.00	\$11,492,426.50	Whiting-Turner Contracting Co., Inc.	-	100%

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>
<u>Bureau of Water & Wastewater</u>				
7. EWO #012, \$0.00 - S.C. 847, Lower Stony Run Wastewater Pumping Station & Force Main				
\$15,876,763.00	\$226,744.01	Whiting-Turner Contracting Co., Inc.	5 days	95%
8. EWO #020, \$372,751.60 - S.C. 817, Improvements to Upper Portion of Moores Run Interceptor				
\$ 3,272,242.75	\$952,398.95	V & S Contractors, Inc.	0	99%
THE TRANSFER OF FUNDS WAS APPROVED BY THE BOARD ON FEBRUARY 4, 2009.				
9. EWO # 031, \$337,074.19 - S.W.C 7751, West Branch Moores Run Storm Drain Improvements - Section 1				
\$ 7,790,007.00	\$882,882.95	V & S Contractors, Inc.	0	99%
10. EWO #036, \$26,094.62 - PB 05803, Franklin Street Yard Renovations at 231 N. Calverton Rd.				
\$ 4,949,500.00	\$683,160.89	E. Pikounis Construction Co., Inc.	45 CCD	100%
11. EWO #002, \$101,559.02 - Project 1046, Construction Management Services Year 2				
\$ 1,457,725.00	\$132,019.00	EA Engineering, Science and Technology	-	-

MINUTES

Department of Housing and Community - Intergovernmental
 Development/Baltimore Homeless Agreements
 Services (BHS)

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.

1. **MARYLAND DEPARTMENT OF HUMAN RESOURCES/BALTIMORE CITY DEPT. OF SOCIAL SERVICES (DSS)** **\$150,928.00**

The BHS received a "Shelter Beds for Single Adults" grant from the DSS. The BHS will be the local administering agency of funds for this program. The BHS's responsibilities, duties and liabilities are restricted to the disbursement of the funds to Project PLASE, Inc. The funds will be awarded to Project PLASE, Inc. through a separate agreement to assist Project PLASE, Inc. in providing shelter for single, homeless adults in Baltimore City.

2. **MARYLAND DEPARTMENT OF HUMAN RESOURCES/BALTIMORE CITY DEPT. OF SOCIAL SERVICES (DSS)** **\$ 87,600.00**

The BHS received a "Shelter Beds for Single Adults" grant from the DSS. The BHS will be the local administering agency of funds for this program. The BHS's responsibilities, duties and liabilities are restricted to the disbursement of the funds to The Salvation Army, a Georgia Corporation. The funds will be awarded to The Salvation Army, a Georgia Corporation through a separate agreement to assist The Salvation Army, a Georgia Corporation in providing shelter for single, homeless adults in Baltimore City.

Account: 5318-357-902

MINUTES

DHCD/BHS - cont'd

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

MBE/WBE PARTICIPATION:

Minority and Women's Business Enterprise requirements will be included in the agreements with the City and the sponsor agency.

APPROVED FOR FUNDS BY FINANCE

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

MINUTESCircuit Court for Baltimore City - Expenditure of Funds**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay Goodwill Industries, Inc.

AMOUNT OF MONEY AND SOURCE:

\$ 3,311.42 - 4017-110-601-00-326

BACKGROUND/EXPLANATION:

The Circuit Court for Baltimore City received a grant award from the U.S. Department of Justice, Office of Programs, grantor, to provide workforce development and employment placement to participants of the Adult Drug Treatment Court Program for the period of September 1, 2005 through September 30, 2007. Goodwill Industries, Inc., the consultant, provided the necessary services and was integral to this Workforce Development Project.

In reconciling the grant funds at the end of the award, it was determined that additional funds were available. These funds allowed continuation services to the clients of the Adult Drug Treatment Court Program. With approval from the grantor, Goodwill Industries, Inc. provided services for an additional 60-day period beyond the end of their contract in fiscal year 2008.

The Circuit Court for Baltimore City requests the Board's approval to pay Goodwill Industries, Inc. for the additional professional services performed during the period of October 1, 2007 through November 31, 2007.

This request is late because of delays in the administrative process and changes in personnel.

MINUTES

Circuit Court for Baltimore City - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay Goodwill Industries, Inc.

MINUTES

The Office of the State's Attorney - Purchase Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a purchase agreement with Judicial Dialog Systems. The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$36,000.00 - 1001-115-001-00-326

BACKGROUND/EXPLANATION:

Since Fiscal year 2000, Judicial Dialog Systems has been responsible for the design and development of the dialog applications and system integration solutions used by the Office of the States Attorney. It is the only company in the nation that provides technical support for its highly specialized solutions. The company's software application and integration solutions comprise the Office's most important case management resources. Failure of these core systems could result in significant disruption to the public safety and law enforcement mission of the Office.

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 purchase agreement with Judicial Dialog Systems.

MINUTES

Department of Housing and - Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with The Reinvestment Fund (TRF). The period of the agreement is effective upon approval by the Board for three months.

AMOUNT OF MONEY AND SOURCE:

\$ 572.50 - 2084-177-068-81-351
 14,427.50 - 2085-177-068-81-351
\$15,000.00

BACKGROUND/EXPLANATION:

The Department of Planning and the Baltimore Development Corporation (BDC) are working to update the City's Comprehensive Economic Development Strategy (CEDS) which will include a Market Value Analysis (MVA) and a Commercial Corridors Typology (CCT). Under a separate agreement approved by the Board, the TRF, in collaboration with the Department of Planning and the BDC, completed the MVA and began the development of the CCT. This agreement will allow the TRF to complete the CCT required to update the CEDS. All activities will be monitored by the City.

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 agreement with The Reinvestment Fund. The President **ABSTAINED**.

MINUTES

Department of Housing and - Lease Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement with Baltimore Montessori, Inc. d/b/a Baltimore Montessori Public Charter School No. 336 (Baltimore Montessori School) for approximately 70,833 square feet of the property known as 1600 Guilford Avenue (the former Mildred Monroe Elementary School No. 32). The period of the lease agreement is May 1, 2008 through July 31, 2018 with four five-year renewal periods.

AMOUNT OF MONEY AND SOURCE:

\$2,000.00 per month

The monthly rent will be \$1.00 for May, June and July 2008. The monthly rent will increase 3% on August 1 of each year effective August 1, 2009.

BACKGROUND/EXPLANATION:

The Baltimore City Public School System closed the former Mildred Monroe Elementary School No. 32 in the year 2001 due to declining enrollment and the poor condition of the facility. The site was determined surplus in the year 2005. A Request for Proposal to develop the site was issued in 2006, but the awardee withdrew from negotiations.

Baltimore Montessori School is in good standing with the Baltimore City Public School System Office of New Initiatives, as well as the Maryland Department of Assessment and Taxation.

Baltimore Montessori School will operate a new Public Charter School at 1600 Guilford Avenue. Enrollment is open to children throughout the City. Initially, the grades will be pre-kindergarten through 3rd grade. The program will be incrementally expanded to 4th, 5th, and 6th graders over a three-year period. The Baltimore Montessori School estimates the 1st year enrollment at 174 children, ages three through nine. There are

MINUTES

DHCD - cont'd

plans to expand into a Montessori Middle School program. Baltimore Montessori School intends to serve 230-250 students at full enrollment in year five (2012-2013 school year).

New jobs created are estimated at 18 full-time equivalent jobs and many volunteers, which include seven full-time teachers, seven full-time assistants, an office manager, and at least six part-time workers.

Baltimore Montessori School has already spent more than \$100,000.00 in building renovations, using grant money to complete them.

The City will reimburse Baltimore Montessori School up to \$100,000.00 during the first five years for repairs and maintenance and up to \$25,000 for asbestos removal.

On December 5, 2008, The State of Maryland Interagency Committee on School Construction recommended that the Board of Public Works approve the lease agreement.

On January 7, 2009, the Maryland Board of Public Works approved the lease agreement.

Baltimore Montessori School may exercise an option to purchase the leased premises for the option price of \$700,000.00 at any time during the original and/or renewal terms.

In the event the option to purchase the leased premises is exercised, any and all rental payments that have been received before the sale will not be credited towards the option price. A minimum down payment deposit of \$100,000.00 will be required. Baltimore Montessori School may elect for the balance of the purchase price to be a Purchase Money Mortgage with an annual interest rate of 4% and a 20-year term with the City as the mortgagee.

MINUTES

DHCD - cont'd

The project will be financed with private funds. Baltimore Montessori School will be responsible for 100% of all utility bills and other related charges.

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

The Space Utilization Committee approved this lease at its meeting on October 7, 2008.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with Baltimore Montessori, Inc. d/b/a Baltimore Montessori Public Charter School No. 336 (Baltimore Montessori School) for approximately 70,833 square feet of the property known as 1600 Guilford Avenue (the former Mildred Monroe Elementary School No. 32).

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an intergovernmental agreement with the Maryland State Department of Human Resources, Baltimore City Department of Social Services. The period of the agreement is July 1, 2008 through June 30, 2009.

AMOUNT OF MONEY AND SOURCE:

\$1,365,921.00 - H984-639

BACKGROUND/EXPLANATION:

The purpose of this agreement is to fund the New Beginnings Program. Through this program MOED will enhance the employability skills and job readiness of Temporary Cash Account customers.

The agreement is late because the granting agency needed to submit pertinent information to complete the agreement.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the intergovernmental agreement with the Maryland State Department of Human Resources, Baltimore City Department of Social Services.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an inter-agency agreement with the Department of Recreation and Parks (DRP). The period of the agreement is December 8, 2008 through February 27, 2009.

AMOUNT OF MONEY AND SOURCE:

\$4,000.00 - 1001-639-049-15-102

BACKGROUND/EXPLANATION:

The DRP, in conjunction with the After School Matters II (ASM/Phase 2) Program, will provide a series of workshops to the MOED. The DRP Division of Youth and Adult Sports will provide instructional support by promoting the concept and practice of youth development through classroom instructions for the Sport Management Cluster.

The agreement is late because additional time was necessary to reach a comprehensive understanding that was agreeable to both parties.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Real Estate - Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate to Broening Properties, LLC for an amount that is less than the lien amount for the property located at 931 Brunswick Street.

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
931 Brunswick Street	\$3,000.00	\$6,513.80	\$34,443.58	\$6,513.80

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for \$34,443.58 on May 12, 2008. Broening Properties, LLC has offered to purchase the Tax Sale Certificate for 931 Brunswick Street for \$6,513.80, file the petition to foreclose, acquire title to the property and return it to productive use. The assignment amount of \$6,513.80 for the Tax Sale Certificate will cover the flat taxes and water bills on the property.

(FILE NO. 56662)

UPON MOTION duly made and seconded, the Board approved the assignment of the Tax Sale Certificate to Broening Properties, LLC for an amount that is less than the lien amount for the property located at 931 Brunswick Street.

MINUTES

Department of Real Estate - Agreement of Sale

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the agreement of sale with the Benedictine Society of Baltimore City for the sale of the property known as 2639 Dulany Street (Block 2142, Lot 046).

AMOUNT OF MONEY AND SOURCE:

\$5,000.00 - Purchase price

BACKGROUND/EXPLANATION:

The authority to sell the property located at 2639 Dulany Street (Block 2142, Lot 046) was approved by City Council Ordinance No. 477 on December 6, 1973. The property was appraised at \$5,000.00. The sale of the property is a part of a larger development project of the Benedictine Society of Baltimore City to provide senior citizen housing.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement of sale with the Benedictine Society of Baltimore City for the sale of the property known as 2639 Dulany Street (Block 2142, Lot 046).

MINUTES

Department of Real Estate - Agreement of Sale

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the agreement of sale with the Benedictine Society of Baltimore City for the sale of the property known as 2641 Dulany Street (Block 2142, Lot 047).

AMOUNT OF MONEY AND SOURCE:

\$5,000.00 - Purchase price

BACKGROUND/EXPLANATION:

The authority to sell the property located at 2641 Dulany Street (Block 2142, Lot 047) was approved by City Council Ordinance No. 477 on December 6, 1973. The property was appraised at \$5,000.00. The sale of the property is a part of a larger development project of the Benedictine Society of Baltimore City to provide senior citizen housing.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement of sale with the Benedictine Society of Baltimore City for the sale of the property known as 2641 Dulany Street (Block 2142, Lot 047).

MINUTES

Department of Real Estate - Agreement of Sale

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the agreement of sale with the Benedictine Society of Baltimore City for the sale of the property known as 441 East Lynne Avenue (Block 2142, Lot 061).

AMOUNT OF MONEY AND SOURCE:

\$6,000.00 - Purchase price

BACKGROUND/EXPLANATION:

The authority to sell the property located at 441 East Lynne Avenue (Block 2142, Lot 061) was approved by City Council Ordinance No. 477 on December 6, 1973. The property was appraised at \$6,000.00. The sale of the property is a part of a larger development project of the Benedictine Society of Baltimore City to provide senior citizen housing.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement of sale with the Benedictine Society of Baltimore City for the sale of the property known as 441 East Lynne Avenue (Block 2142, Lot 061).

MINUTES

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement between the Mayor and City Council of Baltimore, lessor, and ABA Health Services, Inc., lessee, for the rental of approximately 1,329 square feet of space located at 3939 Reisterstown Road, 2nd floor, a/k/a Lower Park Heights Multipurpose Center. The period of the agreement is December 1, 2008 through November 30, 2010 with an option to renew for one additional 2-year period.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$10,944.00	\$912.00

After year two the rent will increase at a rate of 3% per year.

BACKGROUND/EXPLANATION:

The lessee will use the leased premises for office space for its administrative use and for counseling services.

The lessee will be responsible for insurance, maintenance, janitorial, repairs, telephone services, and funding for fire prevention certification of the leased premises. .

The Space Utilization Committee approved this lease at its meeting on February 24, 2009.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement between the Mayor and City Council of Baltimore, lessor, and ABA Health Services,

MINUTES

Space Utilization Committee - cont'd

Inc., lessee, for the rental of space located at 3939 Reisterstown Road, 2nd floor, a/k/a Lower Park Heights Multipurpose Center.

MINUTES

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement between the Mayor and City Council of Baltimore, landlord, and Mr. Sean Lynch, tenant, for the rental of the 3rd floor apartment at 88 State Circle, Annapolis, Maryland. The period of the agreement is December 1, 2008 through November 30, 2009 with an option to renew for one additional 1-year period.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$8,503.38	\$708.61

The rent for the renewal period will increase by 4%.

BACKGROUND/EXPLANATION:

The demised premises will be used for residential purposes for one adult.

The tenant will be responsible for keeping the premises clean and free of trash and debris. The landlord will be responsible for utilities and maintenance of the building. Janitorial services are excluded.

The lease agreement is late because Mr. Lynch was out of the country for several months.

The Space Utilization Committee approved this lease at its meeting on February 24, 2009.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement between the Mayor and City Council of Baltimore, landlord and Mr. Sean Lynch, tenant, for

MINUTES

Space Utilization Committee - cont'd

the rental of the 3rd floor apartment at 88 State Circle,
Annapolis, Maryland.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
1. <u>MARYLAND POLICE SUPPLY</u>	<u>\$ 12,500.00</u>	<u>Low Bid</u>
Solicitation No. 07000 - Mace - Police Development - Req. No. R518641		
2. <u>STATIONERS, INC.</u>	<u>\$ 5,997.60</u>	<u>Low Bid</u>
Solicitation No. 07000 - Notebooks - Police Department - Req. No. R517498		
3. <u>EASTERN FOOD SERVICES</u>	<u>\$ 10,000.00</u>	<u>Low Bid</u>
Solicitation No. 07000 - Snacks for After School Program - Health Department - Req. No. R507554		
4. <u>CFI SERVICES, INC.</u>	<u>\$ 11,300.61</u>	<u>Low Bid</u>
Solicitation No. B50000995 - Portacel Doser Parts - Department of Public Works - Req. No. R518868		
5. <u>NIMCO, INC.</u>	<u>\$ 5,893.20</u>	<u>Low Bid</u>
Solicitation No. 07000 - Tobacco Program - Health Department - Req. No. R511759		
6. <u>BIO-RAD LABORATORIES, INC.</u>	<u>\$ 15,240.70</u>	<u>Sole Source</u>
Solicitation No. 08000 - HIV Test Kits - Health Department - Req. No. R515071		
The test kits are for use with existing equipment. The vendor is the sole distributor.		
7. <u>RADIO ONE, INC.</u>	<u>\$ 23,160.00</u>	<u>Selected Source</u>
Solicitation No. 06000 - Radio Advertisements - Health Department - Req. No. R518269		

This radio station will best reach the targeted audience for the upcoming City immunization campaign.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 8. COURTSMART DIGITAL SYSTEMS, INC. | \$ 20,095.00 | Sole Source |
| Solicitation No. 08000 - Digital AV Recording for Juvenile Hearing Room - Circuit Court - Req. No. R511975 | | |

The vendor is the sole source for this system which is already deployed in several court and hearing rooms.

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|--|-------------|-------------|
| 9. UTEX INDUSTRIES, INC. | \$ 5,509.58 | Sole Source |
| Solicitation No. 08000 - Mechanical Seal - Department of Public Works - Req. No. R519043 | | |

These seals must be compatible with existing equipment and the vendor is the sole supplier.

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|--|--------------|---------|
| 10. MAYER BROS., INC. | \$ 13,400.00 | Low Bid |
| Solicitation No. 07000 - Mechanical Seal - Department of Public Works - Req. No. R519043 | | |

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|--|--------------|--------------|
| 11. E.B. FLUORESCENT | \$ 10,066.24 | Ratification |
| Solicitation No. 07000 - Increase Award: Electrical Supply or General Services - Department of Public Works - Req. No. R506711 | | |

The Board approved the initial award on September 03, 2008 for the amount of \$9,535.27. The Board is requested to approve an increase to the award in the amount of \$10,066.24. This increase will make the total contract amount \$19,601.51.

The agency is requesting an increase of this award to pay outstanding invoices.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|---|--------------|----------|
| 12. SECURITY EQUIPMENT CO. | \$ 16,983.00 | Increase |
| Solicitation No. B50000613 - Compact 4-Wheel Drive Tractor
with Loader - Department of Public Works - Req. No. R510376 | | |

The Board approved the initial award on September 17, 2008 for the amount of \$16,983.00. The Board is requested to approve an increase to the award in the amount of \$16,983.00 to purchase an additional tractor. This increase will make the total contract amount \$33,966.00.

The agency is requesting an increase of this award to purchase one additional tractor.

- | | | |
|--|--------------|-------------|
| 13. MCGARD, LLC | \$ 50,000.00 | Sole Source |
| Solicitation No. 08000 - Hydrant Locks - Department of Public Works, Bureau of Water and Wastewater - Req. No. R511829 | | |

These locks must be acquired from the manufacturer to maintain compatibility with the existing equipment. The manufacturer is the sole source of this equipment.

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.

- | | | |
|----------------------|-----------------------|----------------------|
| 14. ISOBUNKERS, LLC. | \$ 34,473.00 | Ratification and |
| | <u>1,965,527.00</u> | Cooperative Contract |
| | \$2,000,000.00 | |

BRCPC Contract #PRC-265-07 - Heating Oil - Department of Public Works, Fleet Management Division - Req. Nos. Various

Contract #PRC-265-07 for Heating Oil is from the BRCPC cooperative and is for a term of three years beginning November 1, 2007 through October 31, 2010, with two one-year renewal options.

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

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

Bureau of Purchases

On November 14, 2007, the Board authorized the use of a BRCPC contract for heating oil in the amount of \$1,000,000.00 for the period November 1, 2007 through October 31, 2008 and allowed for two one-year renewals of that authority. Due to an administrative error, the first renewal was not exercised and the vendor continued to supply the City's requirement.

Therefore, it is requested that the expenditures from November 1, 2008 through March 5, 2009 be ratified. An award/renewal is requested for the period of March 6, 2009 through October 31, 2009 with one one-year renewal option.

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.

15. W.W. GRAINGER, INC. \$500,000.00 Cooperative Purchase
 BPO-001B8900505 Maryland State - Supplies for Maintenance
 Repair and Operations - Department Various - Req. Nos.
 Various

The City requires a blanket contract whereby all of its agencies can obtain supplies for maintenance, repair, and operations. Such a contract was competitively bid by the Maryland State General Services Division to obtain large quantities and discount pricing.

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

MBE: Sue Ann's Office Supply \$25,000.00 5%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

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

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

Bureau of Purchases

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts, ratifications, and extensions. Item no. 12 was deferred for one week. Item no. 15 was deferred until March 25, 2009.

MINUTES

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize payment to R & S Northeast, LLC.

AMOUNT OF MONEY AND SOURCE:

\$36,318.50 - 1001-303-003-00-412

BACKGROUND/EXPLANATION:

Purchase Requisition number R506367 was submitted to the Department of Purchasing in May, 2008 for medications for the Tuberculosis Program, in the amount of \$51,982.60 for fiscal year 2009. However, an order was incorrectly placed against the Purchase Order before it was approved by the Department.

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 payment to R & S Northeast, LLC.

MINUTESHealth Department - Agreements and an Amendment to Agreement

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

AGREEMENTS

1. **CANTON HARBOR HEALTHCARE, LLC** **\$0.00**

The organization will function as a volunteer station for the Health Department's Senior Companion Program. A grant from the Corporation for National and Community Service pays 100% of the cost of the program for volunteers to assist special needs clients who want to remain in their homes. While the senior companions are on duty, the grant provides for their life insurance, transportation, and other benefits. The period of the agreement is July 1, 2008 through June 30, 2009.

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

2. **SINAI HOSPITAL OF BALTIMORE, INC.** **\$0.00**

The organization will assign appropriate, fully qualified, Residents to the Health Department for clinical experience in pediatric health care. The period of the agreement is July 1, 2008 through June 30, 2011.

3. **SINAI HOSPITAL OF BALTIMORE, INC.** **\$0.00**

The organization will assign 1.0 FTE Pediatrician/Family Practice Physician to serve as Nurse Practitioner Preceptor to see patients at the: Knowledge Is Power Program (KIPP) /UJIMA/ConnieXion/Maryland Arts Technology Health Sciences/Baltimore Civitas (formerly the Dr. Roland N. Patterson Senior Academy). The services will also be provided at the Northwestern High School or other mutually agreeable locations, at minimum of one-half day per week per site. The period of the agreement is September 1, 2008 through August 31, 2011.

The agreements are late because required revisions, delayed their processing.

MINUTES

Health Department - cont'd

AMENDMENT TO AGREEMENT

4. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 3,090.00**

Account: 4256-304-901-05-351

On November 19, 2008, the Board approved the initial agreement with the JHU to provide HIV Intensive Primary Care for Pediatric and Adolescent for the Ryan White Part D Program. The agreement was approved in the amount of \$217,434.00 for the period July 1, 2008 through June 30, 2009. Under this amendment, the JHU will provide additional services for women, infant, children and youth population with the implementation of activities associated with the transition of Health Education Resources Organization, Inc. to other AIDS service organizations. All other terms and conditions of the agreement will remain unchanged.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION. (EXCEPT ITEMS NOS. 1-3)

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

MINUTES

Health Department - 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 Baltimore City Board of School Commissioners. The period of the MOU is July 1, 2008 through June 30, 2009.

AMOUNT OF MONEY AND SOURCE:

\$224,936.00 - 4271-308-911-80-351
 5,000.00 - 4282-308-911-80-351
\$229,936.00

BACKGROUND/EXPLANATION:

The MOU provides funds to the Baltimore City Public School System for reimbursement for early intervention services for eligible children under Part C of the Individuals with Disabilities Education Act; Part B funds for Special Education Teachers to perform services for children ages 3-5 years old, as part of the Baltimore City Public School System Partners for Success Program; and Part B 619 funds to pay for Pre-school Partners.

The MOU is late because revisions delayed its processing.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with the Baltimore City Board of School Commissioners.

MINUTESHealth Department - Reconciliation of Grant Funds**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the reconciliation of grant funds under the Department of Health and Mental Hygiene (DHMH) Administrative Care Coordination Annual Report (DHMH 440), for the period of July 1, 2007 through June 30, 2008.

The Board is also requested to approve a one-time only payment of funds to Baltimore Health Care Access, Inc. (BHCA), as a result of this reconciliation.

AMOUNT OF MONEY AND SOURCE:

\$290,906.00 - amount due the Health Department; of this amount \$5,979.00 is due to the sub-grantee, BHCA.

<u>Total Expenditure</u>	<u>Total Receipts</u>	<u>Amount due BHCA</u>
\$3,572,696.00	\$3,281,790.00	\$5,979.00

Account: 4211-308-822-00-351

BACKGROUND/EXPLANATION:

On October 15, 2008, the Department submitted to the DHMH the Annual Report (DHMH 440) for Administrative Care Coordination.

This report reflected actual expenditures for the Health Department and the sub-grantee the BCHA. The DHMH has granted approval of this FY 2008 expenditure as noted on the Department's approved 440 Annual Report.

MINUTES

Health Department - cont'd

Approval of this request will allow the Department to reconcile its records and disburse funds that are due to the BCHA.

APPROVED FOR FUNDS BY FINANCE

AUDIT REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved acceptance of the reconciliation of grant funds under the Department of Health and Mental Hygiene Administrative Care Coordination Annual Report for the period of July 1, 2007 through June 30, 2008. The Board also approved the one-time payment of funds to Baltimore Health Care Access, Inc., as a result of this reconciliation.

MINUTES

Commission on Aging and Retirement Education (CARE) - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Johns Hopkins Bayview Medical Center, Inc. The period of the agreement is effective upon Board approval through March 31, 2011.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Johns Hopkins Bayview Medical Center, Inc. will provide emergency patient care services, transportation and hospitalization services to senior participants at the Eleanor Hooper Adult Daycare Center (Center), located in the Casino Building at 2601 E. Baltimore Street.

The Center provides day care services to seniors with Alzheimer's or similar cognitive impairments. Under this agreement, CARE will have a written plan to provide emergency medical care services for approximately 60 senior participants at the Center.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the Johns Hopkins Bayview Medical Center, Inc.

MINUTES

Department of Transportation - Traffic Impact Study Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a traffic impact study (TIS) agreement with Energy Answers International, LLC. The period of the agreement is effective for 60 business days after the initial payment is made, unless the parties agree in writing that additional time is needed.

AMOUNT OF MONEY AND SOURCE:

\$10,726.87

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 06-345, approved on November 11, 2006, requires a TIS before permits may be approved for projects, as determined by the Director of the Department of Transportation.

Under the terms of this agreement, a TIS is necessary to perform a traffic impact analysis for the Fairfield Green Power Generating Plant at 1701 E. Patapsco Avenue. The applicant has applied for or intends to apply for a building permit to perform the Scope of Work for the proposed 120 megawatt heat and power station. The peripheral support facilities will include a cafeteria, safety training building, locker room, vehicle maintenance building, receiving building for green fuel, ash processing building, bottom ash storage building, weigh station, power block building, four boilers/towers, four storm drain analysis structures, two silos, nine cooling towers, and warehousing (development).

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the traffic impact study agreement with Energy Answers International, LLC.

MINUTES

Police Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize payment by direct payment order to Sprint for an outstanding invoice dated January 9, 2009.

AMOUNT OF MONEY AND SOURCE:

\$24,317.85 - 1001-204-068-00-304

BACKGROUND/EXPLANATION:

Sprint provided essential wireless services, which are critical to the day-to-day operations of the Department. Sprint Wireless, through its wireless service, provides a discreet tool for local and out of jurisdiction investigations, to include wireless services for daily covert operations. Historically there has been no contract for this account. The Department is working to change the direct connect service to Verizon.

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

UPON MOTION duly made and seconded, the Board approved and authorized the direct payment order to Sprint for an outstanding invoice dated January 9, 2009.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>		
1. Anthony Lewis	A.A.U. Regional Championships Chantilly, VA March 27 - 29, 2009	\$ 0.00
<u>Department of Public Works</u>		
2. Michael	Water Security Congress Washington, DC April 8 - 11, 2009 (Reg. fee \$850.00)	\$850.00

UPON MOTION duly made and seconded, the Board approved the travel requests. The Director of Public Works **ABSTAINED**.

MINUTES

Department of Recreation and Parks - Umbrella License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an umbrella license agreement with the Motion Picture Licensing Corporation (MPLC). The period of the agreement is February 1, 2009 through February 1, 2010.

AMOUNT OF MONEY AND SOURCE:

\$10,207.00 - 1001-480-005-00-365

BACKGROUND/EXPLANATION:

On November 8, 2006, the Law Department received notification from the MPLC that the Department was in violation of the public performance provisions of the U.S. Copyright Act, 17 U.S.C. Sections 101 and 106, which prohibits "public performance" of motion pictures. The Department is now required to renew the umbrella license agreement, annually, for the privilege of showing films in the recreation centers.

The request is late due to 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 umbrella license agreement with the Motion Picture Licensing Corporation.

MINUTES

Department of Transportation - Amendment No. 2 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 2 to the agreement with Rummel, Klepper & Kahl, LLP, (consultant) for Project No. 1038, On-Call Bridge Design. The amendment extends the period of the agreement for four years through March 7, 2013.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - Increase In Upset Amount

BACKGROUND/EXPLANATION:

On March 7, 2007, the Board approved a 24 month agreement with Rummel, Klepper & Kahl, LLP to perform bridge design engineering services. The upset limit amount was \$750,000.00. On May 16, 2007, the Board approved amendment no. 1 to the agreement which increased the upset limit by \$250,000.00.

The Department is requesting that the upset limit of this contract be increased by \$500,000.00 to accommodate a major design task that was added to the contract. The Department is also requesting that the contract be extended for an additional four years. The increase will make the upset limit \$1,500,000.00. The additional four years will include two years to complete the project design and advertise for construction and two years to award and complete the construction.

DBE PARTICIPATION:

MBE: 21%

WBE: 7%

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

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment no. 2 to the agreement with Rummel, Klepper & Kahl, LLP, (consultant) for Project No. 1038, On-Call Bridge Design.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve task assignment no. 2 to Whitman, Requardt & Associates/JMT-Joint Venture under Project No. 1081, On-Call Bridge Design Services Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$250,294.58 - 9960-557-628-00-332

BACKGROUND/EXPLANATION:

The consultant will perform design engineering services for the replacement of bridge No. BC6525 carrying Loch Raven Drive over Dulaney Valley Branch.

Design services will include boring, geotechnical reports, historical investigation and the design of the replacement structure from the preliminary investigation to the construction stage.

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

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

Bureau of Water and Wastewater

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$183,000.00	9960-558-070	
Rev. Bonds	Constr. Res.	
	Watershed Road	
	& Bridge Repairs	
117,000.00	" "	
Counties		
<u>\$300,000.00</u>	-----	9960-557-628-3
		Engineering

MINUTES

BW&WW - cont'd

This transfer will provide funds to cover the cost of the construction award for Project 1081, O/C Bridge Design Services.

UPON MOTION duly made and seconded, the Board approved task assignment No. 2 to Whitman, Requardt & Associates/JMT-Joint Venture under Project No. 1081, On-Call Bridge Design Services Department of Transportation. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Transportation - Partial Release of Retainage Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a partial release of retainage agreement for P. Flanigan & Sons, Inc. for Contract No. TR 05020, Resurfacing Loch Raven Blvd., JOC I.

AMOUNT OF MONEY AND SOURCE:

\$41,218.69 - 9950-514-814

BACKGROUND/EXPLANATION:

All work on Contract No. TR 05020 is substantially completed, except items on the punch list. The contractor has requested a partial release of retainage in the amount of \$41,218.69. The City holds \$43,218.69 in retainage. The remaining \$2,000.00 is sufficient to protect the interests of the City.

MBE/WBE PARTICIPATION:

Monumental Paving and Excavating, Inc. has demonstrated a good faith effort towards achieving both the MBE and WBE goals. P. Flanigan & Sons, Inc. achieved 22.02% MBE and 3.02% WBE.

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 partial release of retainage agreement for P. Flanigan & Sons, Inc. for Contract No. TR 05020, Resurfacing Loch Raven Blvd., JOC I.

MINUTES

Bureau of General Services - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve task assignment no. 012, to Gant Hart Brunnett Architects, Inc. under Project No. 997G 620 Fallsway - Homeless Shelter.

AMOUNT OF MONEY AND SOURCE:

\$194,479.82 - 9910-588-987-00-332

BACKGROUND/EXPLANATION:

Under this task assignment, the funds will be used for the completion of 61% to 100% of the design of contract documents for the new Homeless Shelter at 620 Fallsway.

WBE: Carroll Engineering, Inc. \$21,886,72 11.24%

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved task assignment no. 012, to Gant Hart Brunnett Architects, Inc. under Project No. 997G 620 Fallsway - Homeless Shelter.

MINUTES

Bureau of Water and Wastewater - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with CH2M Hill, to provide post award services for SC 846, Renovations of Gravity Sludge Thickener at Patapsco Wastewater Treatment Plant. The period of the agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$186,689.92 - Baltimore City (32%)
396,716.08 - Baltimore County (68%)
\$583,406.00 - 9956-551-683-20-332

BACKGROUND/EXPLANATION:

The consultant will review submittals, the construction schedule, change orders, and operation and maintenance manuals. The consultant will also prepare responses to Request for Information, provide start-up and performance testing, training, DCS computer programming, and periodical and final acceptance. In addition, the consultant will prepare record drawings and attend progress meetings.

The consultant was approved by the Office of Boards and Commission and the Architectural and Engineering Awards Commission for design services under this contract.

MBE/WBE PARTICIPATION:**MWBOO SET GOALS OF 21% MBE AND 7% WBE.**

MBE:	CC Johnson & Malhotra, P.C.	\$ 36,584.00	6.27%
	Sidhu Associates, Inc.	\$ 85,764.00	14.70%

MINUTES

BW&WW - cont'd

WBE: Carroll Engineering, Inc.	\$ 14,684.00	2.52%
Ross Technical Services, Inc.	\$ 26,623.00	4.56%

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with CH2M Hill, to provide post award services for SC 846, Renovations of Gravity Sludge Thickener at Patapsco Wastewater Treatment Plant.

MINUTES

Bureau of Water and Wastewater - Amendment No. 2 to Agreement
for Water Contract 1168

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 2 to Water Contract 1168, Design of Deer Creek Pumping Station Improvements, with Patton Harris Rust & Associates/Hazen and Sawyer, A Joint Venture. The period of the contract is November 09, 2005 through August 09, 2009.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On November 09, 2005, the Board approved the original agreement with Patton Harris Rust & Associates/Hazen and Sawyer, a Joint Venture, to design improvements to the Deer Creek Pumping Station.

During the 60% of the design phase for the project, the City decided to incorporate improvements to the Conowingo intake, security improvements at both the Deer Creek Pumping Station and structural improvements identified during this phase. Therefore, a time extension until August 9, 2009 is requested.

The Bureau of Water and Wastewater is reviewing the final design for advertising.

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 2 to Water Contract 1168, Design of Deer Creek Pumping Station Improvements, with Patton Harris Rust & Associates/Hazen and Sawyer, A Joint Venture.

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 page:

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

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:**Bureau of Purchases

- | | | |
|---|-------------------|--------------|
| 1. B50000936, Cleaning,
Collection, and Disposal
of Contaminated Soil at
Various Police Firing
Ranges | Page Technologies | \$100,000.00 |
|---|-------------------|--------------|

MWBOO GRANTED A WAIVER.

MINUTESBaltimore Homeless Services - TRANSFER OF LIFE-TO-DATE
SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee Gloria J. Townsend.

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

<u>NAME</u>	<u>DAYS</u>
Evangeline C. Keita	5
Jeffrey Klotz	<u>1</u>
Total	6

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

UPON MOTION duly made and seconded, the Board approved the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Gloria J. Townsend.

THERE WERE NOT PROPOSAL AND SPECIFICATIONS.

President: " As there is no more business before the Board, the meeting will recess until the bid opening at twelve o'clock noon."

MINUTES

CLERK: THE BOARD OF ESTIMATES IS NOW IN SESSION FOR THE OPENING AND RECEIVING OF BIDS AS SCHEDULED.

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

Bureau of Purchases

-B50000948, Top Soils, Common Borrow, Diamond Mix and Recycle Stones

BIDS TO BE RECV'D: 03/18/2009

BIDS TO BE OPENED: 03/18/2009

Bureau of Water and Wastewater

-SC 829, Primary Settling Tanks Rehabilitation at Back River Wastewater Treatment Plant

BIDS TO BE RECV'D: 04/08/2009

BIDS TO BE OPENED: 04/08/2009

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

- B50000919, Environmental
Remediation at Various Locations

Marcor Remediation, Inc.
The Environmental Quality Co.*
Total Environmental Concept.
WTM Enterprises, LLC
Clean Venture, Inc.
Page Technologies

Bureau of Purchases

- B50000926, Mobile Lifts for
Baltimore City Convention Center

TNE-Global

Bureau of Purchases

- B50000957, Forklift

Intercon Truck Equipment
Alliance Material Handling

Bureau of Purchases

- B50000970, Refrigerated Van Body
Truck

Beltway International
Central Truck Center

Bureau of Purchases

- B50000973, Sign, Screen and
Digital Printing Supplies

Martin Supply Co., Inc.

MINUTES

Bureau of Purchases

- B50000978, Baltimore City
Weatherization Assistance
Program-Energy Conservation -
2009

Northeast Energy Services
UK Construction & Management**
Efficient Home, LLC

Bureau of Purchases

- B50000984, Installation, Repair
and Maintenance for Commercial
Security Alarm and Fire
Protection Systems for Various
City of Baltimore Agencies

Johnson Controls, Inc.**
ASG Security
Advanced Fire Protection Systems

Bureau of Purchases

- B50000987, Classroom and In-Car
Driver Education Training

Drive Now, LLC
Commercial Business Service
ProDrive Driving School

Bureau of Purchases

- B50000992, Furnish and Deliver
Black Fill Mix

Suburban Sales & Rental
Seaboard Asphalt
Perma Patch

*UPON FURTHER MOTION, the Board found the bid of The Environmental Quality Co **IRREGULAR** because of the company's failure to submit a duplicate copy as required by the bid instructions.

MINUTES

UPON FURTHER MOTION, the Board found the bid of UK Construction & Management and Johnson Controls, Inc. **IRREGULAR because of the companies' failure to provide an adequate bid deposit as required by the City Charter.

* * * * *

There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, March 18, 2009.

JOAN M. PRATT
Secretary