

MINUTES

REGULAR MEETING

Honorable, Stephanie Rawlings-Blake, President
Honorable, Sheila Dixon, Mayor
Honorable, 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

Department of Public Works/ - Developer's Agreement No. 1134
Bureau of General Services

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1134 with El-Bethel Prayer Tabernacle, Inc., developer.

AMOUNT OF MONEY AND SOURCE:

\$17,388.00

BACKGROUND/EXPLANATION:

The El-Bethel Prayer Tabernacle, Inc. is in need of new water service at its proposed construction located at 5601-5611 Bowleys Lane.

A performance Bond in the amount of \$17,388.00 has been issued to El-Bethel Prayer Tabernacle, Inc. which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

UPON MOTION, duly made and seconded, the Board approved and authorized execution of developer's agreement no. 1134 with El-Bethel Prayer Tabernacle, Inc., developer.

MINUTES

BOARDS AND COMMISSIONS1. 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:

A.M. & Son Electric, LLC	\$	1,500,000.00
A&M Services, LLC	\$	828,000.00
Accurate Insulation, LLC	\$	1,500,000.00
Alliance Roofing & Sheet Metal, Inc.	\$	8,000,000.00
Asplundh Tree Expert, Co.	\$5,047,848,000.00	
Commercial Cabling Sound, Inc.	\$	1,500,000.00
Compliance Envirosystems, LLC	\$	8,000,000.00
M. Davis & Sons, Inc.	\$	8,000,000.00
Delaware Elevator, Inc.	\$	8,000,000.00
Graciano Corporation	\$	5,877,000.00
JJID, Inc.	\$	27,342,000.00
C.A. Lindman, Inc.	\$	77,121,000.00
D.T. Read Steel Co., Inc.	\$	8,000,000.00
Spiniello Companies	\$	83,798,000.00
Tech Contracting Co., Inc.	\$	8,000,000.00
Video Pipe Services, Inc.	\$	57,600,000.00

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:

Delon Hampton & Associates, Chartered	Engineer
EMG	Architect
	Engineer
Faithful & Gould	Engineer
Johnson Consulting Engineers, Inc.	Engineer

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

KCW Engineering	Engineer
Technologies, Inc.	Land Survey
	Property Line Survey
LandStudies, Inc.	Engineer
	Land Survey

There being no objections, the Board, UPON MOTION duly made and seconded, approved the prequalification of Contractors and Architects and Engineers for the aforementioned firms. The Comptroller **ABSTAINED** on item No. 1.

MINUTES

Mayor's Office of - TRANSFER OF LIFE-TO-DATE
Employment Development 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, Tyra Williams.

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>
Doris Hayes	5
Kenneth Whitfield	3
Betty Yelity	2
Joy Brown	2
Cynthia Jefferson	2
Teresa Maith	2
Daniel Young	2
Patricia Aaron	2
Adrienne McAuley	2
Mark Hooper	1
Jerold Baler	1
Kim Neal	1
Raymond Holmes	<u>1</u>
TOTAL	26

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, Tyra Williams.

MINUTES

Department of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 15** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on May 20 and 27, 2009.

MINUTES

Office of the Mayor - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to an agreement with the Community Law in Action, Inc. (CLIA).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On November, 26, 2008 the Board approved an agreement with the CLIA in the amount of \$66,434.00 to recruit, screen and employ students as interns and to provide training and wages to those interns selected for the program.

This amendment to the agreement will allow the CLIA to receive advance payments not to exceed \$32,448.00 for the wages of the interns during the summer of 2009. The advance payments would be paid in three installments:

\$10,000.00 - upon Board approval
\$10,000.00 - on or after July 1, 2009
\$12,448.00 - on or after August 1, 2009

All other terms and conditions of the agreement remain unchanged.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board is requested to approve and authorize execution of an amendment to an agreement with the Community Law in Action, Inc. (CLIA). The Mayor and President **ABSTAINED** on this item.

MINUTES

Office of the Mayor - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding with the Downtown Partnership of Baltimore, Inc. (DPOB)

AMOUNT OF MONEY AND SOURCE:

\$1,694.70 per week - 1001-000000-0000-Z15453-300000

BACKGROUND/EXPLANATION:

The DPOB is a non-profit organization dedicated to improving downtown Baltimore, and as a part of its mission, manages the Downtown Management Authority District (DMA), a 106 block area. The DPOB has expressed concerns about security on "The Block," the district of adult entertainment establishments located between Baltimore, Commerce, Water and Gay Streets.

Weekend activities draw the largest concentration of persons to this area. The DPOB and the City seek to provide a safe environment for all persons who work or visit "The Block." The parties agree that a deployment of visible police officers in "The Block" will be helpful. It is understood that the average hourly rate is \$40.35, but the rate varies depending on the seniority of the officers assigned to the patrol area. The amount paid to the account on a weekly basis could exceed \$1,694.70. In the event that the City and DPOB voluntarily agree to additional deployment, additional reimbursement may be required. Either party may terminate this agreement by giving 14 days written notice to that effect.

Upon MOTION duly made and seconded, the Board approved and authorized execution of a memorandum of understanding with the Downtown Partnership of Baltimore, Inc. (DPOB). The Mayor

ABSTAINED on this item.

MINUTES

Office of the Mayor - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding with the Federal Hill Hospitality Association (FHHA).

AMOUNT OF MONEY AND SOURCE:

\$1,880.00 per week - 1001-704073-0000-000000-300000

BACKGROUND/EXPLANATION:

The FHHA represents restaurants, nightclubs, and entertainment venues all of which offer a contribution to the Baltimore nightlife. Weekend activities draw the largest concentration of persons to this area and therefore the FHHA and the City seek to provide a safe environment for all persons who work in or visit the area.

The parties agree that a deployment of visible police officers in the area will be helpful. The current staffing levels and budget of the Baltimore Police Department are not sufficient to deploy additional dedicated officers in a foot patrol capacity at the times such measures may be most helpful. Additional foot patrol deployment will be provided on Thursday, Friday and Saturday night. The FHHA will reimburse the City monthly and the agreement will continue indefinitely. Either party may terminate this agreement by giving 14 days written notice to that effect.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a memorandum of understanding with the Federal Hill Hospitality Association (FHHA). The Mayor

ABSTAINED on this item.

MINUTES

Office of the Mayor - Acceptance of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention (GOCCP) for the "Clinical Case Manager" (Grant Number MVOC-2010-1108). The period of the grant award is July 1, 2009 through June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$34,996.00 - 5000-515610-2250-655400-600000

BACKGROUND/EXPLANATION:

On April 21, 2009, the GOCCP awarded this grant to the Mayor's Office of Criminal Justice to pay the salary and mileage of the part-time Case Manager who will perform a psychosocial assessment of crime victims and witness who are temporarily relocated to a safe house by the Baltimore Police Department in coordination with the Department of Housing and Community Development. The Case Manager connects victims and witnesses to services and programs and helps them with developing a permanent housing plan.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized the acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention (GOCCP) for the "Clinical Case Manager" (Grant Number MVOC-2010-1108). The Mayor

ABSTAINED on this item.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

2064 - 2065

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.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$ 9,905.86 MVR	9950-903550-9509 Const. Res. Neighborhood Reconstruction	9950-902550-9508-3 Design & Studies Neighborhood Reconstruction

This transfer will fund costs associated with the preparation of Storm Water Management and Sediment/Erosion Control Plans for the St. Martins Street/Bishop Street Reconstruction project.

Department of Recreation and Parks

2. \$10,000.00 State	9938-901001-9475 Reserve Un-allotted	9938-901667-9474 Active Park & Playgrounds Improvements
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This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1065, Task No. 9 assigned to Mahan Rykiel Associates, Inc.

3. \$25,000.00 M&CC Real Property	9938-901001-9475 Reserve Un-allotted	9938-901702-9474 Active Druid Hill Park ADA Improvements
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This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1065, Task No. 12 assigned to Oasis Design Group, Inc., and to reconcile the accounts' deficit.

MINUTES

Department of Recreation and Parks - cont'd

4. \$10,000.00	9938-901742-9475	9938-901730-9474
Gen. Fund	Reserve	Active
	Park & Recreation	Farring Baybrook
	Facility Renov.	Rec. Center

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1065, Task No. 11 assigned to Oasis Design Group, Inc.

MINUTES

Bureau of General Services - Minor Privilege Permit Application

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.	509 S. Exeter Street	Skylar Development, LLC	One single face electric sign 21 sq. ft.
	Annual Charge: \$70.30		
2.	300 Albemarle Street	Paul Himmelfarb, LLC	One handicap ramp 28' x 4', one set of steps 13' x 4', one areaway 21' 6" x 3'6", three canopies 17' x 3'6", 10' x 4', and 15'3" x 4'
	Annual Charge: \$2,590.29		
3.	938-940 S. Conkling Street	G & J Development, LLC	Eight awnings 35" x 93', one canopy 15' x 3.75', one double face electric sign 2 ½' x 9'
	Annual Charge: \$799.75		

There are no objections, the Board UPON MOTION duly made and seconded, approved the foregoing applications for a Minor Privilege Permit.

MINUTES

CITY COUNCIL BILL

09-0297 - An Ordinance concerning Sale of Property - The Former Bed of Oakhill Avenue for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in a certain parcel of land known as the former bed of Oakhill Avenue, extending from 20th Street, Northerly 90.0 feet, more or less, to a 15-foot alley laid out in the rear of the properties known as 800 through 928 East 20th Street and no longer needed for public use; and providing for a special effective date.

The Department of Public Works supports passage subject to the following amendment to the Bill:

Page 1, after line 29, insert:

"Subject to a full width Perpetual Easement for all Municipal Utilities and Services, not to be abandoned, over the entire hereinabove described parcel of land."

ALL REPORTS RECEIVED WERE FAVORABLE.

UPON MOTION duly made and seconded, the Board approved the bill 09-0297 and directed that the bill be returned to the City Council with the recommendation that it also be approved and passed by that Honorable Body. The President **ABSTAINED.**

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Amount</u>
<u>Baltimore City Health Department</u>		
1. Marietta Farrell	National Association of School Nurses 41 st Annual Conf. Boston, MA June 24 - 28, 2009 (Reg. Fee \$480.00)	\$1,794.12
<u>Police Department</u>		
2. Keith D. Matthews	Racially Biased Policing Seminar Orlando, FL July 7 - 11, 2009 (Reg. Fee \$495.00)	\$1,256.20

UPON MOTION duly made and seconded the Board approved and authorized the foregoing travel requests.

MINUTES

Baltimore Development Corporation - Relocation Expenses

ACTION REQUESTED OF B/E:

The Board is requested to approve the business relocation expenses of Jae Ok Chang d/b/a New Paul's Luncheonette from 104 Park Avenue to 901 North Point Boulevard.

AMOUNT OF MONEY AND SOURCE:

\$357,959.00 - 9910-905826-9603

BACKGROUND/EXPLANATION:

On March 7, 2006, a Notice of Relocation Eligibility Assistance was sent to New Paul's Luncheonette. On January 23, 2006 the City of Baltimore offered to purchase the 104 Park Avenue property in which New Paul's was a tenant, in accordance with the Market Center Urban Renewal Plan.

Accordingly, the Board is requested to approve the first claim of \$357,959.00 for the cost of relocating Jae Ok Chang (d/b/a New Paul's Luncheonette). A second claim for expenses such as, but not limited to: stationery, signage, advertising, and telecommunications reconnections will be submitted when Jae Ok Chang has received the invoices for such items.

AUDITS REVIEWED AND HAD NO OBJECTION.

(FILE NO.57022)

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$357,959.00	9910-904115-9600	9910-905825-9603
21 st Econ.	Constr. Res.	West Side Downtown
Dev. Funds	West Side Init.	

This transfer will provide funds for the relocation business expenses of Jae Ok Chang d/b/a New Paul's

MINUTES

BDC - cont'd

Luncheonette from 104 Park Avenue to 901 North Point Boulevard, in accordance with the Market Center Urban Renewal Plan and as part of the Westside redevelopment project.

UPON MOTION duly made and seconded, the Board approved the business relocation expenses of Jae Ok Chang d/b/a New Paul's Luncheonette from 104 Park Avenue to 901 North Point Boulevard.

The Board also approved and authorized the Transfer of Funds in the amount of \$357,959.00 for the relocation business expenses of Jae Ok Chang d/b/a New Paul's Luncheonette from 104 Park Avenue to 901 North Point Boulevard, in accordance with the Market Center Urban Renewal Plan and as part of the Westside redevelopment project.

MINUTES

Baltimore Development Corporation - Relocation Expenses

ACTION REQUESTED OF B/E:

The Board is requested to approve the business relocation expenses of The City of Judah, Inc. the third claim for the move from 4713 Gwynn Oak Avenue to 4990-4995 Fairview Avenue.

AMOUNT OF MONEY AND SOURCE:

\$7,897.92 - 9910-902-879-9601

BACKGROUND/EXPLANATION:

The City purchased 4713-35 Gwynn Oak Avenue on July 28, 2008. On June 8, 2008, the Board approved the option agreement for the property. The property is to be included in the Disposition Lot 1 land assembly in accordance with the Howard Park Business Area Urban Renewal Plan. As a result, it is necessary to relocate the existing tenants of this property.

Accordingly, the Board is requested to approve this third claim in the amount of \$7,897.92 for the final site build-out for the new location. The figure was provided to the City by Diversified Property Services, the company contracted by the City to assist in this relocation process.

The relocation of the business tenants of 4713-35 Gwynn Oak Avenue is essential to the land assembly needed for the development of the Howard Park Grocery project. This project, awarded to the team of Vanguard/ROC in August 2006, proposes the reconstruction of over 65,000 sq. ft. of grocery and retail space for this stable but underserved community in Northwest Baltimore.

AUDITS REVIEWED AND HAD NO OBJECTION.

(FILE NO. 56658)

MINUTES

BDC - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$7,897.92	9910-902483-9600	9910-902879-9601
21 st Econ.	Constr. Res.	Coml. Revit.
Dev. Funds	S. Baltimore	Program.
	Ind. & Coml.	
	Revit.	

This transfer will provide funds for the relocation payment to The City of Judah, Inc. for their move from 4713 Gwynn Oak Avenue to 4990-4995 Fairview Avenue. This relocation is necessary because of the land assembly needed for the development of the Howard Park Grocery project.

UPON MOTION duly made and seconded, the Board approved the business relocation expenses of The City of Judah, Inc. the third claim for the move from 4713 Gwynn Oak Avenue to 4990-4995 Fairview Avenue. The Board also approved and authorized the Transfer of Funds in the amount of \$7,897.92. 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

Baltimore Development - Payment In Lieu of Taxes Agreement,
Corporation (BDC) Investment Agreement, State Investment
Agreement, Resolution, Eighth Amendment
to a Land Disposition Agreement and
First Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the following:

1. payment in lieu of taxes agreement (PILOT) with Harbor East Parcel D - Commercial, LLC (the "Developer") for the office building,
2. investment agreement and reinvestment agreement to utilize One Maryland funding from the State Department of Business and Economic Development,
3. eighth amendment to the and land disposition agreement (LDA) Inner Harbor View Associates Limited Partnership approved on August 22, 1990,
4. State investment agreement, and
5. an amendment to the lease agreement with the Inner Harbor East Marina LLC, approved July 14, 1995, and first amendment to lease agreement.

The Board is also requested to approve a waiver of fees and appraised value for a portion of Lancaster Street (between Aliceanna and President Streets).

AMOUNT OF MONEY AND SOURCE:

N/A

MINUTES

BDC - cont'd

BACKGROUND/EXPLANATION:

H&S Properties is currently constructing a \$548,000,000.00 mixed use project on Parcel D at Harbor East. The project includes an office building that will be the new world headquarters for Legg Mason, retail space, an underground parking garage, a Four Seasons Hotel, and condominiums.

Inner Harbor View Associates Limited Partnership, Harbor East LLP and the Mayor and City Council of Baltimore entered into a Land Disposition Agreement dated August 22, 1990 (original LDA), which was amended by a first amendment to the LDA dated, August 17, 1994, by a second amendment to the LDA dated, October 11, 1995, by a third amendment to the LDA dated, July 23, 1997, by a fourth amendment to the LDA dated June 10, 1998, by a fifth amendment to the LDA dated, May 26, 1999, by a sixth amendment to the LDA dated, September 13, 2000, and by a seventh amendment to the LDA, dated September 4, 2002.

The eighth amendment will allow for the reconfiguration for a parcel of property known as "Parcel D", the parcel of property being developed for the Legg Mason headquarters office building and a Four Seasons hotel and condominium building with retail and an underground parking garage. The parcel will be reconfigured by the exchange of certain small parcels of property and providing for public easements on certain areas of the property. The reconfiguration is necessary to allow for continuation of the public promenade along the waterfront.

As part of the public financial incentive package to retain Legg Mason's headquarters, the BDC recommends that the City convey a portion of Lancaster Street for no cost. The former street bed will be integrated into the project for public space along the waterfront. The appraised value of \$1,900,000.00 was factored into the BDC's analysis of the developer's request and, subsequently, its recommendation for public financial assistance.

The proposed PILOT is to retain Legg Mason's headquarters in Baltimore City. The 15-year PILOT (piggy backing on the State Enterprise Zone credit in the first 10 years) on the office

MINUTES

BDC - cont'd

building and 25-year PILOT on the parking garage will allow Legg Mason to retain 600 jobs and its headquarters in the City and allow for the parking to be underground. The PILOT will not apply to any other portions of the Parcel D development; such as the Four Seasons Hotel, retail space, or residential condominiums.

On or about July 14, 1995, the City entered into a lease agreement with Inner Harbor East Marina, LLC (IHEM), providing for the lease of certain marina improvements and a food facility to the IHEM. The base term of the lease expires on December 31, 2016. The IHEM has two five-year renewal options, which will automatically extend the term through December 31, 2026, unless the IHEM notifies the City of its intention not to renew the lease at least sixty days prior to any lease expiration date.

Starting as of January 1, 2026 (the last year of the lease), the IHEM has a right of first negotiation to renew the lease. During this negotiation period, the City may not negotiate leasing the marina with any third party. If the City and the IHEM have not entered into a new lease agreement during the initial six months of the one year period, then the City may commence a bid process, but during the six month bid process, the City may not enter into a lease with any third party on terms more advantageous than those in the final offer submitted by the IHEM. The City receives a percentage rent based upon fuel sales, slip rentals, and other concessionary items. These terms will remain in effect.

The amendment to the marina lease provides for an extension of the original term of the lease for two additional five-year terms; rent will be calculated and payable in accordance with the terms set forth in the original lease. The amendment also

MINUTES

BDC - cont'd

allows for demolition of the current marina office and for construction of a new one and provides for the right of the lessee to make an offer to purchase the marina.

In addition to the Legg Mason retention, the total development will bring over 1,000 new jobs to the area and the City is estimated to realize over \$162,000,000.00 in new taxes over twenty-five years. The overall rate of return to the City is well above the hurdle rate for all of its investment, including the appraised value of the bed of Lancaster Street.

MBE/WBE PARTICIPATION:

The developer will comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the development of the project.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Payment In Lieu of Taxes Agreement, Investment Agreement, State Investment Agreement, Resolution, the Eighth Amendment to a Land Disposition Agreement and the First Amendment to Lease Agreement. The Mayor **ABSTAINED** on this item.

The Board also approved a waiver of fees and appraised value for a portion of Lancaster Street (between Aliceanna and President Streets).

MINUTES

EXTRA WORK ORDERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following page:

2078

All of the EWOs had 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>Time</u>	<u>%</u>
<u>Awd. Amt.</u>	<u>Extra Work</u>	<u>Contractor</u>	<u>Ext.</u>	<u>Compl.</u>

Department of Transportation

- | | | | | |
|----|---|-------------|--------------------------------------|-----|
| 1. | EWO #002, \$102,492.00 - TR 03309, Reconstruction of Chesapeake Ave., Phase II from West of Sun Street to Patapsco River | | | |
| | \$6,627,399.36 | \$16,950.00 | Monumental Paving & Excavating, Inc. | - - |
| 2. | EWO #002, \$49,624.16 - Project 1004, Resurfacing of Lombard Street from President Street to Martin Luther King Boulevard | | | |
| | \$ 136,975.23 | \$23,662.20 | Urban Engineers, Inc. | - - |

MINUTES

Space Utilization Committee - Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to lease agreement between Walbert Partnership, LLP, landlord, and the Mayor and City Council of Baltimore, tenant, for the rental of a portion of the property known as 1800 N. Charles Street, Suite 610, consisting of approximately 1,228 feet square feet. The period of the amendment to agreement is the rent commencement date through November 30, 2013, such that the term of the original premises and the term of the expansion premises will be coterminous.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Rent</u>	<u>Monthly</u>
Expansion Premises Rent commencement Date-11/30/09		\$ 1,688.50
12/01/09 - 11/30/10	\$20,765.52	\$ 1,730.46
12/01/10 - 11/30/11	\$21,293.52	\$ 1,774.46
12/01/11 - 11/30/12	\$21,821.52	\$ 1,818.46
12/01/12 - 11/30/13	\$22,361.88	\$ 1,863.49

The rental for the current 16,438 square feet shall remain the same as outlined in the lease agreement dated July 16, 2008.

Funds are available in account no. 4000-428008-3050-515100-603013

BACKGROUND/EXPLANATION:

On July 16, 2008, the Board approved the lease agreement with Walbert Partnership, LLP for 1800 N. Charles Street, Suites 500 and 600. The suites are used for administrative office by the Department of Health's Healthy Homes Division and the Bureau of Child Health Immunization. The Healthy Homes Division has quickly grown and is in need of additional space.

MINUTES

Space Utilization Committee - cont'd

This amendment increases the total square footage at the location known as 1800 N. Charles Street, Suites 500, 600, and 610 to 17,666 square feet. Any build-out improvements to the additional square footage shall be at the landlord's expense. All other rentals, provisions, conditions and terms of the original lease dated July 16, 2008, will remain in full force and effect.

The Space Utilization Committee approved this amendment to the lease agreement at its meeting on June 02, 2009.

(FILE NO. 56604)

UPON MOTION duly made and seconded, the Board approved and authorized execution of an amendment to lease agreement between Walbert Partnership, LLP, landlord, and the Mayor and City Council of Baltimore, tenant, for the rental of a portion of the property known as 1800 N. Charles Street, Suite 610, consisting of approximately 1,228 feet square feet.

MINUTES

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement with Progressive Property, Incorporated, Landlord, for 905 Harlem Avenue, 911 Harlem Avenue, 925 Bennett Place, Apartment B; 926 Bennett Place, Apartment A; 926 Bennett Place, Apartment B; 5605 The Alameda, Apartment D; 5607 The Alameda, Apartment A; and 5607 The Alameda, Apartment B. The period of the lease agreement is effective upon Board approval for one year, with two additional 1-year renewal options.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly</u>
\$108,000.00	\$9,000.00 (payable on the 1 st of each month)
	\$350.00 fee for each apartment turnover

Account Nos. 4000-428008-3050-282900-603026 (Federal)
5000-518808-3050-282900-603026 (State)

BACKGROUND/EXPLANATION:

The Baltimore City Health Department, Lead Abatement Action Program temporarily relocates families that have to leave their residence because of lead paint poisoning. The families are relocated to an apartment while repairs are made to their residences.

MINUTES

Space Utilization Committee - cont'd

In the past, the Baltimore City Health Department referred families to Baltimore City Healthy Start, Inc. for relocation. This program is now under the jurisdiction of the Baltimore City Health Department-Lead Paint Program. Turnover will be performed at the change of each subtenant and consists of cleaning carpets, and painting walls where applicable, and other reasonable action required to ensure the habitability of the units.

The lease agreement has been approved by the Space Utilization Committee at its meeting on June 02, 2009.

APPROVED FOR FUNDS BY FINANCE.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a lease agreement with Progressive Property, Incorporated, Landlord, for 905 Harlem Avenue, 911 Harlem Avenue, 925 Bennett Place, Apartment B; 926 Bennett Place, Apartment A; 926 Bennett Place, Apartment B; 5605 The Alameda, Apartment D; 5607 The Alameda, Apartment A; and 5607 The Alameda, Apartment B.

MINUTESSpace Utilization Committee - Transfer of Jurisdiction**ACTION REQUESTED OF B/E:**

The Board is requested to approve a transfer of jurisdiction from the inventory of the Department of Housing and Community Development to the inventory of the Department of Recreation and Parks for the properties known as 9, 11, 13, 15, 17, 19, 21, 23, 25, 27, 29, 31, 33, 35, 37, 39 E. Dallas Street; and 1514, 1516, 1518, 1520, 1522, and 1524 E. Lombard Street.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The properties are being transferred to the Department of Recreation and Parks for the expansion of City Springs Park.

The Space Utilization Committee approved this transfer of jurisdiction on June 02, 2009.

UPON MOTION duly made and seconded, the Board approved a transfer of jurisdiction from the inventory of the Department of Housing and Community Development to the inventory of the Department of Recreation and Parks for the properties known as 9, 11, 13, 15, 17, 19, 21, 23, 25, 27, 29, 31, 33, 35, 37, 39 E. Dallas Street; and 1514, 1516, 1518, 1520, 1522, and 1524 E. Lombard Street.

MINUTES

Baltimore Police Department (BPD) - Grant Award Agreement and
an Appropriation Adjustment
Order

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a grant award from the Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA). The period of the grant agreement is June 1, 2008 through November 30, 2009. The Board is also requested to approve an appropriation adjustment order to transfer funds from program 2010 to program 2070.

AMOUNT OF MONEY AND SOURCE:

\$125,000.00 - From: 4000-400009-2010-548000-600000
To: 4000-453609-2070-580100-600000

BACKGROUND/EXPLANATION:

The BPD recently received a grant award from the DOJ, OJP, BJA to operate the Baltimore City Gang Resistance Education Training program (G.R.E.A.T.) in the amount of \$138,903.00. The grant awarded funds are \$125,000.00, under award no. 2008-JV-FX-0041. The original period of the Grant Award Notification (GAN) was June 1, 2008 through November 30, 2009. The GAN is being extended to November 30, 2010 due to start-up delays. The \$13,903.00 is the BPD's (non-federal share) in providing its Community Service Officer to the program.

As part of Baltimore City's Gang and Violence Reduction Strategy, the BPD will implement the G.R.E.A.T. middle school component in the City's public schools. The G.R.E.A.T. funds help meet the critical need for violence prevention by targeting students at risk of becoming involved with gangs.

This grant request is late due to start-up delays.

MINUTES

BPD - cont'd

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board to approved acceptance of a grant award from the Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA).

MINUTES

Department of Housing and - Lien Release
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the release of liens, plus all accrued interest and/or penalties on the vacant property located at 1711 Hollins Street, for the transferee, Mr. William Y. Villalta.

AMOUNT OF MONEY AND SOURCE:

\$84,883.88, plus all accrued interest and/or penalties

BACKGROUND/EXPLANATION:

Pursuant to the Annotated Code of Maryland, Tax Property 14-806, the Board has the authority to release liens against real property under certain circumstances. In this case, the property in question complies with all requirements under the lien release law:

- the property is a vacant house;
- the liens exceed the assessed value of the property; and
- the transferee will redevelop the property and return it to productive use within a reasonable time and eliminate blighting conditions.

Mr. Villalta will rehabilitate the vacant property for use as his personal residence and two apartments for rent. The release of liens on the property will make it financially feasible for redevelopment and prevent tax abandonment.

Prior to settlement, Mr. Villalta will pay the flat tax and water charges of the property totaling \$20,516.17. This amount exceeds the appraised value of the property, which currently totals \$12,000.00. The amount paid will be applied to satisfy the water bill, real estate taxes flat tax first, and other liens that have accrued prior to the date of this lien release.

MINUTES

DHCD - cont'd

Any additional property tax assessments, water charges, and liens that accrue from the date of this lien release will be the responsibility of Mr. Villalta to pay prior to settlement. Failure to record the deed and pay the assessed value of \$20,516.17, within 120 days from the date of approval by the Board, will void this release.

UPON MOTION duly made and seconded, the Board approved the release of liens, plus all accrued interest and/or penalties on the vacant property located at 1711 Hollins Street, for the transferee, Mr. William Y. Villalta.

MINUTES

Department of Housing and - Grant Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with the Coldstream-Homestead-Montebello Community Corporation, Inc. (CHM). The period of the agreement is effective upon Board approval for two years.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - 9910-904326-9588-900000-703032

BACKGROUND/EXPLANATION:

The CHM will procure consultant services for a strategic plan and action strategies to implement the Coldstream-Homestead-Montebello Community Development Corporation Strategic Neighborhood Action Plan: specifically, a housing redevelopment plan for the Hugo-Fenwick-Tivoly area triangle.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the The Board is requested to approve and authorize execution of a grant agreement with the Coldstream-Homestead-Montebello Community Corporation, Inc. (CHM).

MINUTES

Department of Housing and Community - Grant Agreements
Development/Homeless Services

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

AGREEMENTS

1. **WOMEN'S HOUSING COALITION,** \$ **44,298.00**
INC. (WHC)

Account: 4000-496209-3570-591443-603051

The WHC provides housing and supportive services to nine homeless or very low-income women and children who are homeless due to chronic substance abuse and/or chronic mental illness. Housing is provided in apartments in Baltimore City. The housing is an efficiency, one, two and three bedroom apartments depending on the status (single woman or family and household size). Both single women and women with children are served by the program. The period of the agreement is January 1, 2010 through December 31, 2010.

2. **WOMEN'S HOUSING COALITION,** \$ **54,530.00**
INC. (WHC)

Account: 4000-496209-3570-591441-603051

The WHC will provide housing and support services to 14 single formerly homeless women who are homeless at the Calverton House, located at 119 E. 25th St. The period of the agreement is July 1, 2009 through June 30, 2010.

MWBOO GRANTED A WAIVER.

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

DHCD/Homeless Services - cont'd

AMENDMENT TO AGREEMENT

3. **ST. VINCENT DE PAUL** **\$1,036,946.00**

Account: 4958-357-602-29-351

On August 30, 2006, the Board approved the original agreement in the amount of \$1,026,946.00, with St. Vincent De Paul to operate and maintain a transitional facility and a drop-in center, located at 400 S. Bond Street for the period July 1, 2006 through June 30, 2009. This amendment to agreement, in the amount of \$1,036,946.00, will extend the period of the agreement through June 30, 2010. All other terms and conditions of the agreement remain unchanged.

The amendment to agreement is late because of a delay at the administrative level. The BHS Contracts Manager was not made aware of this request until February 2009. After creating the amendment and securing legal approval and signatures from the provider, it was forwarded to the Law Department for secondary approval.

AUDITS NOTED THE TIME EXTENSION.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Bureau of the Budget and
Management Research (BBMR)

- FY 2010 Budget and Property
 Tax Surcharge Rate - Charles
 Village Community Benefits
District

ACTION REQUESTED OF B/E:

The Board is requested to approve the FY 2010 budget and property tax surcharge rate for the Charles Village Community Benefits District (District).

AMOUNT OF MONEY AND SOURCE:

\$684,860.00 - Estimated Revenue

The proposed FY 2010 property tax surcharge rate is \$0.12 per \$100.00 of assessed property value. The surcharge rate is exactly the same as it was for FY 2009.

BACKGROUND/EXPLANATION:

The District submitted its request for FY 2010 to the Bureau of the Budget and Management Research.

The property tax surcharge has not changed since the inception of the District.

Overall, Fiscal 2010 revenues have increased 4.1% or \$26,936.00 to \$684,860.00. The revenue from the property surcharge represents 90.8% of the District's Fiscal 2010 budget and has increased by 17.9% from FY 2009. There is a net decrease from other revenue by \$46,500.00 or 42.5%. This is primarily due to the elimination of the Abell Foundation grant that concluded its five year commitment in November 2008.

The BBMR has concerns about the sustainability of the assessment amounts driving the surcharge income. Given the current economic climate, the Bureau would anticipate reduced property assessments in the future and correspondingly, reduced surcharge revenue. Close attention will need to be paid to these conditions and maintaining budget reserves.

MINUTES

BBMR - cont'd

<u>Revenue</u>		<u>Expenses by Program</u>	
Prop. Tax Surcharge	\$ 621,860.00	Administration	\$ 80,174.00
Grants/Contributions	63,000.00	Sanitation	485,779.00

<u>Revenue</u>		<u>Expenses by Program</u>	
Other	0.00	Safety	64,725.00
Total	\$ 684,860.00	Outreach	54,182.00
		Total	\$684,860.00

Expenses by Category

Personnel	\$475,483.00
Oper. Costs	71,600.00
Facil. Exp.	50,600.00
Overhead	87,177.00
Total	\$684,860.00

THE BUREAU OF THE BUDGET AND MANAGEMENT RESEARCH REVIEWED AND RECOMMENDED APPROVAL OF THE BUDGET AND THE PROPERTY TAX SURCHARGE RATE.

LETTERS OF PROTEST HAVE BEEN RECEIVED FROM MS. JOAN L. FLOYD AND MR. STEPHEN J. GERWIRTZ.

(FILE NO. 55221C)

UPON MOTION duly made and seconded, the item was deferred for one week.

MINUTES

Bureau of the Budget and
Management Research (BBMR)

- FY 2010 Budget and Property Tax
 Surcharge Rate - Midtown
Community Benefits District

ACTION REQUESTED OF B/E:

The Board is requested to approve the FY 2010 budget and property tax surcharge rate for the Midtown Community Benefits District (District).

AMOUNT OF MONEY AND SOURCE:

\$1,166,152.00 - Estimated Revenue

The proposed FY 2009 property tax surcharge rate is \$0.132 per \$100.00 of assessed property value. The surcharge rate is exactly the same as it was for FY 2009.

BACKGROUND/EXPLANATION:

The District submitted its request for FY 2010 to the Bureau of the Budget and Management Research.

Fiscal 2010 revenues are up 18.5% or \$182,113.00 to \$1,166,152.00. The revenue increase is due to a 19.4% increase in the surcharge tax revenue in the amount of \$1,099,152.00 for FY 2010. The revenue from the property tax surcharge represents 94.3% of the District's Fiscal 2010 budget. A significant portion of the increased surcharge tax revenue will be used to maintain and expand safety activities in the District. The District will continue to work with the Baltimore Police Department to provide additional foot patrol. Revenue from contributions, service fees, and miscellaneous income shows a slight increase of \$3,500.00 from the FY 2009 level and is primarily due to a \$5,000.00 grant from the Friends of Mt. Vernon Place. The grant funds will be used to support weekend clean-up coverage at four Mt. Vernon Place Parks in the square.

The BBMR has concerns about the sustainability of the assessment amounts driving the surcharge income. Given the current economic climate, the Bureau would anticipate reduced property assessments in the future and correspondingly, reduced surcharge revenue. Close attention will need to be paid to these conditions and maintaining budget reserves.

MINUTES

BBMR - cont'd

<u>Revenue</u>		<u>Expenses by Program</u>	
Tax Surcharge	\$1,099,152.00	Safety	\$ 169,281.00
Contributions	56,000.00	Clean & Green	849,359.00
Serv/Misc.	11,000.00	Maintenance	
Income		Admin/Plng.	147,512.00
Total	\$1,166,152.00	Total	\$1,166,152.00

<u>Expenses by Category</u>	
Personnel	\$ 769,617.00
Non-Labor	396,535.00
Total	\$1,166,152.00

THE BUREAU OF THE BUDGET AND MANAGEMENT RESEARCH REVIEWED AND RECOMMENDED APPROVAL OF THE BUDGET AND THE PROPERTY TAX SURCHARGE RATE.

(FILE NO. 55221A)

UPON MOTION duly made and seconded the Board approved the FY 2010 budget and property tax surcharge rate for the Midtown Community Benefits District (District).

MINUTES

Bureau of the Budget and Management Research (BBMR) - FY 2010 Budget and Property Tax Surcharge Rate - Downtown Management District

ACTION REQUESTED OF B/E:

The Board is requested to approve the FY 2010 budget and property tax surcharge rate for the Downtown Management District (District).

AMOUNT OF MONEY AND SOURCE:

\$5,436,509.00 - Estimated Revenue

The proposed FY 2010 tax surcharge rate is \$0.1439 per \$100.00 of assessed property value. The surcharge rate is exactly the same as it was for FY 2009.

BACKGROUND/EXPLANATION:

The District submitted its request for FY 2010 to the Bureau of the Budget and Management Research.

Fiscal 2010 revenues increased 2.9% or \$152,782.00 to \$5,436,509.00. The property tax surcharge revenue increased by \$205,300.00 or 4.6%. Overall, grants and fees revenue decreased by \$52,531.00 or 6.5% to \$758,179.00. This includes the Department of Public Works grant from the Bureau of Solid Waste that was reduced by \$51,000.00 for fiscal 2010.

The BBMR has concerns about the sustainability of the assessment amounts driving the surcharge income. Given the current economic climate, the Bureau would anticipate reduced property assessments in the future and correspondingly, reduced surcharge revenue. Close attention will need to be paid to these conditions and maintaining budget reserves.

MINUTES

BBMR - cont'd

<u>Revenue</u>		<u>Expenses by Program</u>	
Tax Surcharge	\$4,678,330.00	Public Safety	\$2,206,322.00
		Public Space	1,976,800.00
		Maintenance	
DPW Grant	459,000.00	Beautification	337,189.00
Grants/Fees	<u>299,179.00</u>	Marketing	423,682.00
Total	\$5,436,509.00	Administration	<u>492,516.00</u>
		Total	\$5,436,509.00

Expenses by Category

Personnel	\$4,255,807.00
Non-Labor	<u>1,180,702.00</u>
Total	\$5,436,509.00

THE BUREAU OF THE BUDGET AND MANAGEMENT RESEARCH REVIEWED AND RECOMMENDED APPROVAL OF THE BUDGET AND THE SURCHARGE TAX RATE.

(FILE NO. 55221B)

UPON MOTION duly made and seconded, the Board approved the FY 2010 budget and property tax surcharge rate for the Downtown Management District (District).

MINUTES

Mayor's Office of Employment - Amendment No. 1 to Agreement
Development (MOED)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to agreement with the Historic East Baltimore Community Action Coalition, Incorporated (HEBCAC).

AMOUNT OF MONEY AND SOURCE:

\$ 79,999.00 - 5910-639-745-05-351
25,036.00 - 8986-631-745-05-351
\$105,035.00

BACKGROUND/EXPLANATION:

On June 11, 2008, the Board approved the original agreement, in the amount of \$855,758.00, with HEBCAC to provide comprehensive integrated services for at least 500 out-of-school youth, ages 16 to 22, who reside in Baltimore City. The services include, but are not limited to: job readiness preparation, career skills training, employment connections, case management, recreational and cultural activities, and other services.

MOED has received a grant from the United States Department of Labor through the Baltimore Public School System to reduce youth involvement in gang violence. The purpose of the amendment no. 1 to agreement is for HEBCAC to provide additional services, which will assist in reducing youth involvement in gangs and violent crimes by providing comprehensive services. These services will include educational classes to prepare youth to take the GED examination and skills training to assist youth in obtaining full-time employment.

In addition, MOED has received a grant from the State Department of Labor, Licensing and Regulation through the Baltimore City Department of Social Services for youth in Foster Care.

MINUTES

MOED - cont'd

HEBCAC will connect youth in Baltimore City Foster Care to services that include literacy, workforce and career development, and personal support services that will lead to academic credentials. HEBCAC will also provide post secondary education and/or training and meaningful employment. The amendment no. 1 to agreement will make the total contract award \$960,793.00. All other terms and conditions of the agreement remain unchanged.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 1 to agreement with the Historic East Baltimore Community Action Coalition, Incorporated.

MINUTES

Health Department - Agreements

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

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP) AGREEMENTS

1.	HOUSING AUTHORITY OF BALTIMORE CITY/DOUGLAS HOMES	\$	0.00
2.	DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT/WESTERN COMMUNITY ACTION AGENCY	\$	0.00
3.	DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT/EASTERN COMMUNITY ACTION AGENCY	\$	0.00
4.	HOUSING AUTHORITY OF BALTIMORE CITY/OFFICE OF RESIDENT SERVICES/ OUR HOUSE OF FAMILY SUPPORT CENTER	\$	0.00
5.	HOUSING AUTHORITY OF BALTIMORE CITY/THE BRENTWOOD	\$	0.00
6.	HOUSING AUTHORITY OF BALTIMORE CITY/MONUMENT EAST APARTMENTS	\$	0.00
7.	DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT/SOUTHEAST COMMUNITY ACTION AGENCY	\$	0.00
8.	HOUSING AUTHORITY OF BALTIMORE CITY/LAKEWOOD TOWERS EXTENSION	\$	0.00

The above-listed organizations will serve as host agencies for the SCSEP. This program provides part-time work experience or volunteer service opportunities for persons, aged 55 years or older, with no upper age limitation. The placement of Senior Citizen Aides in non-profit or governmental agencies will allow those agencies to provide services that would otherwise not be available because of the lack of funds. The period of the agreement is July 1, 2009 through June 30, 2010.

MINUTES

Health Department - cont'd

- | | | | |
|-----|---|----|------|
| 9. | ASSOCIATED CATHOLIC CHARITIES, INC./
ST. ANN ADULT DAY CARE | \$ | 0.00 |
| 10. | BALTIMORE AMERICAN INDIAN CENTER, INC. | \$ | 0.00 |
| 11. | CATHOLIC CHARITIES, INC./ST. ELIZABETH
REHABILITATION AND NURSING CENTER | \$ | 0.00 |

The above listed organizations will function as a volunteer station for the Senior Companion Program. Through a grant from the Corporation for National and Community Service, the Baltimore City Health Department sponsors the Senior Companion Program. The grant pays for 100% of the cost for Senior Companions to volunteer to assist special needs clients who want to remain in their homes. When 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, 2009 through June 30, 2010.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Health Department - Agreements and Amendment to Agreement

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

AGREEMENTS

1. **RICHARD D. MOORE, M.D., M.H.S.** **\$ 3,105.00**

Account: 4000-424209-3030-273100-603026

Mr. Moore will modify the existing audio-computerized-assisted, self-interviewing software that he developed to measure HIV risk behaviors at the Johns Hopkins University HIV Clinic. The clinic population will include individuals who are HIV positive and attending the Early Intervention Initiative HIV primary care clinic at the Department's Eastern Health Center. The period of the agreement is March 1, 2009 through June 30, 2009.

The agreement is late because the Department was waiting for an appropriate budget and scope of services.

2. **HARBEL COMMUNITY ORGANIZATION, INC.** **\$17,442.00**

Account: 4000-432509-3100-546035-603051

Harbel Community Organization, Inc. will provide the services of one part-time Substance Abuse Counselor or Alcohol and Drug Trainee and one part-time Supervisor for the Harford Heights Elementary School-Based Health Center. These individuals will develop age appropriate substance abuse prevention and treatment activities that are designed for students in grades two, three, four, and five. The period of the agreement is March 1, 2009 through February 28, 2010.

The agreement is late because it was recently finalized.

MINUTES

Health Department - cont'd

3. **PATRICIA L. McLAINE, R.N., M.P.H.** **\$ 30,800.00**

Account: 4000-422410-3050-283300-603018

Ms. McLaine will work as a consultant for the Department's Healthy Homes Program Division. She will assist in writing Healthy Homes grants and contracts, researching best practices, and advising on the Division instruments, methods and strategies. In addition, Ms. McLaine will provide consultation on approaches to maximize Medicaid and private payer reimbursements for environmental investigations and case management for children with elevated blood levels. She will also facilitate case conferences and advise on difficult lead hazard reduction cases and assist in evaluation and Institutional Review Board activities for the Centers for Disease Control funded Asthma Disparities Translation Research grant. The period of the agreement is July 1, 2009 through June 30, 2010.

4. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$260,308.00**

Account: 4000-419009-3030-273100-603051

The JHU will provide services in the area of Men Having Sex with Men (MSM). The JHU's Adolescent Health Research Group (AHRG) and the Department jointly applied for and were awarded grant funding from the Centers for Disease Control for this research project aimed at determining the most effective methods to identify African-American MSM, who are not aware of their HIV status.

The AHRG will provide the personnel to coordinate the project; provide training to the Department's Disease Intervention Specialist in conducting data collection; and provide Dr. Ellen and Dr. Fichtenberg (and their designee) with appropriate communication through weekly/monthly monitoring reports.

MINUTESHealth Department - cont'd

In addition, the AHRG will oversee protocol development; Institutional Review Board submissions; survey development; database and codebook design; and the supervision of the JHU's disease intervention specialist interviewers. The period of the agreement is September 1, 2008 through August 31, 2009.

The agreement is late because funds were awarded late in the grant year. In addition, there were changes to the budget accounting system.

MWBOO GRANTED A WAIVER.AMENDMENT TO AGREEMENT

5. **ARBOR E & T, LLC** **\$200,000.00**

Account: 6000-624909-3100-297100-603051

On October 1, 2008, the Board approved the original agreement, in the amount of \$2,000,000.00, with Care Resources, Inc. for the period July 1, 2008 through June 30, 2009.

On December 17, 2008, the Board approved the assignment agreement whereby Care Resources, Inc. assigned all of its rights, title, obligations, conditions, and interests in contract no. 32824 for the School Health Assessment Program to Arbor E & T, LLC.

MINUTESHealth Department - cont'd

This amendment to the agreement, in the amount of \$200,000.00 will provide funds for additional services. All other terms and conditions of the original agreement remain unchanged.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Health Department - Fiscal Year 2010 Request for Proposal (RFP)

ACTION REQUESTED OF B/E:

The Board is requested to approve the Fiscal Year 2010 Request for Proposals (RFP) for the Expanded and Integrated HIV Testing Program - Project 3: Community Based Organizations Testing in Non-Clinical Settings. The period of the RFP is July 1, 2009 through June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 - 4000-422010-3030-273100-603051

BACKGROUND/EXPLANATION:

The goal of the Expanded and Integrated HIV Testing Program is to focus on populations disproportionately affected by HIV, primarily African Americans, who do not know their HIV status. The Department's mission is to prevent, treat and/or control the spread of HIV and STD's, thereby, helping to protect the health of Baltimore City residents. The funds will be awarded to qualified community-based organization(s) that can assist the Department in its efforts to accomplish this mission.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the Fiscal Year 2010 Request for Proposals (RFP) for the Expanded and Integrated HIV Testing Program - Project 3: Community Based Organizations Testing in Non-Clinical Settings.

MINUTES

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay for the increase to the award for Solicitation No. 06000, Temporary Services, Req. No. R513377 to Beacon Staffing. The Board is also requested to approve an extension of the period of the temporary services through September 30, 2009.

AMOUNT OF MONEY AND SOURCE:

\$46,457.60 - 1001-000000-3160-30800-603026

(@\$41.48 per hr. x 40 hrs. = \$1,659.20 per week x 14 weeks =
\$23,228.80 x 2 supervisors = \$46,457.60)

BACKGROUND/EXPLANATION:

On April 15, 2009, the Board approved the initial award, in the amount of \$39,820.00, for Solicitation No. 06000, Temporary Services, Req. No. R513377, to Beacon Staffing for two Social Work Supervisors for Operation Safe Kids Program.

However, the Department's recent efforts to fill these positions through the normal hiring process were not successful and the list cannot be re-opened until mid-summer. A disruption of the temporary employment services would have serious consequences for the program, the staff, and the clients at a critical time in the program development.

Approval of this request will allow additional time to fill the positions without an interruption to vital services.

MBE/WBE PARTICIPATION:

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved an expenditure of funds to pay for the increase to the award for Solicitation No. 06000, Temporary Services, Req. No. R513377 to Beacon Staffing. The Board also approved an extension of the period of the temporary services through September 30, 2009.

MINUTES

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay an invoice from The CIMA Companies, Inc. for insurance renewal. The period of the insurance renewal is July 1, 2009 through July 1, 2010.

AMOUNT OF MONEY AND SOURCE:

\$1,714.00	-	4000-423409-3110-305100-603014
163.50	-	4000-426209-3110-305100-803014
<u>\$1,877.50</u>		

BACKGROUND/EXPLANATION:

The expenditure of funds will pay the invoice from CIMA Companies, Inc. for the insurance renewal for the Retired Senior Volunteer Program (RSVP).

The RSVP depends entirely on volunteers to perform services in community agencies. This insurance covers accident, volunteer liability, and excess automobile liability insurance (20% of the volunteers drive), and is a condition of the grant award.

MBE/WBE PARTICIPATION:

N/A

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

UPON MOTION duly made and seconded, the Board approved an expenditure of funds to pay an invoice from The CIMA Companies, Inc. for insurance renewal.

MINUTES

Health Department - Memoranda of Understanding

The Board is requested to approve and authorize execution of the listed memoranda of understanding (MOU). The period of the MOU is January 1, 2009 through December 31, 2010.

- | | | |
|----|---|---------|
| 1. | THE PEOPLE'S COMMUNITY HEALTH CENTER,
INC. | \$ 0.00 |
| 2. | PARK WEST HEALTH SYSTEMS, INCORPORATED | \$ 0.00 |
| 3. | FAMILY HEALTH CENTERS OF BALTIMORE,
INC. | \$ 0.00 |
| 4. | CHASE BREXTON HEALTH SERVICES, INC. | \$ 0.00 |
| 5. | TOTAL HEALTH CARE, INC. | \$ 0.00 |

The above listed organizations will provide collaboration of the Minority AIDS Initiative Non-Traditional Outreach Program for Primary Medical Care and Case Management - Comprehensive Care Practice.

Under the terms of the MOU, the organizations will accept the confidential referral of clients who test positive for HIV and provide primary medical care and case management services, in accordance with Ryan White standard of care provisions.

The MOU are late because they were received late in the grant year.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the listed memoranda of understanding (MOU).

MINUTES

Health Department - Expenditure of Funds**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay for the purchase of gift cards (incentive cards) for distribution to clients and patients seeking tests for the prevalence of HIV and Sexually Transmitted Diseases.

AMOUNT OF MONEY AND SOURCE:

\$67,200.00 - total

Amount	Account No.	Program	Target Population	Vendor	Denomination	Qty.
\$ 2,500.00	4000-422009-3030-294200-604501	STD/HIV Prevention	Persons seeking tests for STD/HIV	Rite Aid	\$ 5.00	500
2,500.00	4000-422009-3030-294200-604501	STD/HIV Prevention	Persons seeking tests for STD/HIV	Giant	\$ 5.00	500
2,500.00	4000-422009-3030-294200-604501	STD/HIV Prevention	Persons seeking tests for STD/HIV	AMC (Movie)	\$10.00	250
2,500.00	4000-422009-3030-294200-604501	STD/HIV Prevention	Persons seeking test for STD/HIV	CVS Pharmacy	\$ 5.00	500
2,500.00	4000-422009-3030-294200-604501	STD/HIV Prevention	Persons seeking tests for STD/HIV	Safeway	\$ 5.00	500
2,500.00	4000-422009-3030-294200-604501	STD/HIV Prevention	Persons seeking tests for STD/HIV	Save-A-Lot	\$ 5.00	500
20,435.00	4000-422309-3030-294200-604501	STD/HIV Prevention	Persons seeking tests for HIV/STD	Rite Aid	\$ 5.00	4,087
4,070.00	4000-422309-3030-294200-604502	STD/HIV Prevention	Persons seeking tests for STD/HIV	Giant	\$ 5.00	814
4,070.00	4000-422309-3030-294200-604503	STD/HIV Prevention	Persons seeking tests for STD/HIV	CVS Pharmacy	\$ 5.00	814
4,070.00	4000-422309-3030-294200-604504	STD/HIV Prevention	Persons seeking test for STD/HIV	Safeway	\$ 5.00	814
4,070.00	4000-422309-3030-294200-604505	STD/HIV Prevention	Persons seeking tests for STD/HIV	Save-A-Lot	\$ 5.00	814
485.00	4000-427709-3040-294200-604501	STD/HIV Prevention	Persons Seeking tests for STD/HIV	Rite Aid	\$ 5.00	97
5,000.00	4000-427708-3040-294200-603002	Ryan White Part A	Persons seeking tests for HIV	Target	\$25.00	200
5,000.00	4000-427708-3040-294200-603002	Ryan White Part A	Persons seeking tests for HIV	Wal-Mart	\$25.00	200
5,000.00	4000-427708-3040-294200-603002	Ryan White Part A	Persons seeking tests for HIV	Safeway	\$25.00	200
\$67,200.00						10,790

MINUTES

Health Department - cont'd

BACKGROUND/EXPLANATION:

In the Fall of 2008, the Department adopted a policy to seek approval from the Board for all incentive cards, regardless of the cost.

On November 19, 2008, the Department requested and received approval from the Board to spend \$38,250.00 on incentive cards related to the Adolescent & Reproductive Health and Operation Safe Kids programs.

Documented effectiveness of financial incentives as a way to increase participation for certain tests/behaviors is widely accepted within the public health community. The following are three publications for which the effectiveness is outlined:

"Effectiveness of Incentives in Health Interventions: What do we Know from the Literature?" Jennifer Lorvick, BA and Brian R. Edlin, MD. Urban Health Study;

"Increasing Incentives is Associated with Improved Adherence to Therapy in Inner City TB populations." INT J TUBERC LUNG DIS 4(9):860-865;

"Monetary Incentives Dramatically Increase the Return Rate for TB Skin Test Reading Among Drug Users Who are at High Risk of TB Infection," American Journal of Public Health May 1998, Vol. 88, No. 5 C. Kevin Malotte, DrPH.

The Department has adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for:

MINUTES

Health Department - cont'd

- a single means of procuring all incentive cards through the Board;
- the documentation of each incentive card and its recipient;
- a monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and;
- periodic internal audits of the program's activity as compared with the internal policy, which are to be shared with the Department of Audits.

This policy has been reviewed by the Law Department and the Department of Audits. Consistent with the original Board approval, all requests for payment for the incentive cards will be subject to review by the Department of Audits.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board is requested to approve an expenditure of funds to pay for the purchase of gift cards (incentive cards) for distribution to clients and patients seeking tests for the prevalence of HIV and Sexually Transmitted Diseases. The Mayor **ABSTAINED** on this item.

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. <u>BALTIMORE GAS & ELECTRIC</u> | <u>\$14,651.00</u> | <u>Agreement/Sole Source</u> |
| Solicitation No. 08000 - Install Electrical Service to Cylburn Arboretum - Department of Recreation and Parks - Req. No. R525436 | | |

The Board is requested to approve and authorize execution of a Extension/Relocation agreement with BGE. The period of the agreement is effective upon Board approval.

The vendor will install electrical equipment and is the sole provider of connections and service for new installations in the City.

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

- | | | |
|---|--------------------|--------------------|
| 2. <u>SIRCHIE ACQUISITION CO.</u> | <u>\$16,569.75</u> | <u>Low Bid</u> |
| Solicitation No. B50001086 - Crime Lab Supplies - Police Department - Req. No. R521085 | | |
| 3. <u>SHERWOOD-LOGAN AND ASSOCIATES, INC.</u> | <u>\$21,000.00</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - Submersible Pump - Department of Public Works - Req. No. R524323 | | |

The vendor is the sole authorized representative for this pump in the State of Maryland.

- | | | |
|--|--------------------|-----------------|
| 4. <u>HEMOCUE</u> | <u>\$13,636.00</u> | <u>Increase</u> |
| Solicitation No. 07000 - Hematology Reagents and Supplies - Health Department - Req. No. R523836 | | |

On April 15, 2009, the Board approved the initial award in the amount of \$6,760.00. Due to an increased demand for these products an increase in the amount of \$13,636.00 is necessary, making the award amount \$20,396.00.

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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|---|-------------|-----------|
| 5. NOODLE SOUP OF
WEINGART DESIGN | \$15,785.04 | Only Bid |
| Solicitation No. 07000 - Breastfeeding Educational Materials -
Health Department - Req. No. R523049 | | |
| 6. HD SUPPLY | \$0.00 | Extension |
| Solicitation No. 06000 - Furnish and Deliver Various Parts -
Department of Public Works - Req. No. P505771 | | |

On February 4, 2009 an initial award was made for the period through June 22, 2009. Authority is requested to extend the period covered to June 30, 2010 in order to meet the continuing need for these items.

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|--|-------------|---------|
| 7. STEVE'S CLEANING, INC. | \$18,000.00 | Renewal |
| Solicitation No. S60507 - Janitorial Services - Enoch Pratt
Free Library - Req. No. R524999 | | |

On June 28, 2006, the Board approved the initial award in the amount of \$10,992.00. On July 18, 2007, the Board approved the first renewal in the amount of \$14,600.00. On July 23, 2008 the Board approved the second renewal in the amount of \$18,000.00. This is the final renewal in the amount of \$18,000.00, making the contract award \$61,592.00.

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|--|-------------|-------------|
| 8. COMPRISE TECHNOLOGIES, INC. | \$19,800.00 | Sole Source |
| Solicitation No. 08000 - Software License - Enoch Pratt Free
Library - Req. No. R525254 | | |

The vendor is the sole provider of this proprietary software.

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

9. DATA TICKET, INC.	\$12,051.70 <u>7,000.00</u> \$19,051.70	Ratification & Term Order
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Solicitation No. 06000 - Motor Vehicle Administration
Information - Department of Finance - Req. No. R525274

The Bureau of Revenue Collections uses the services of this vendor to obtain information from the MVA's databases without a proper purchase order. The Board is requested to ratify services rendered from July 1, 2008 through June 2, 2009. The Board is further requested to award a term order for June 3, 2009 through September 30, 2009 to allow time for this service to be competitively bid.

10. MEDPRO	\$57,821.48	Sole Source
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Solicitation No. 08000 - Bariatric Stretchers - Fire
Department - Req. NO. R520660

The vendor is the manufacturer and sole distributor for Maryland for the Bariatric Stretchers that are currently being used by the Fire Department.

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.

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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|--------------------------------|--------------|-------------|
| 11. SYSTEM INNOVATORS,
INC. | \$ 37,920.00 | Sole Source |
|--------------------------------|--------------|-------------|
- Solicitation No. 08000 - Cashier Windows Software Annual Maintenance - Department of Finance, Bureau of Revenue Collections - Req. No. R525380

This service and support is for proprietary software that is customized for use by the Bureau of Revenue Collections and is only available from the vendor.

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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| 12. SYSTEMS
INTEGRATION, INC. | \$134,147.30 | Sole Source |
|----------------------------------|--------------|-------------|
- Solicitation No. 08000 - IVR System Upgrades, Support and Licenses - Department of Finance - Req. No. R525391

These upgrades and licenses are for proprietary software that are customized for use by the Bureau of Revenue Collections and are only available from Systems Integration, Inc.

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.

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

13. BOB BELL

PONTIAC GMC	\$ 60,000.00	Term Award
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Solicitation No. 06000 - O.E.M. Parts and Service for GMC Heavy Duty Trucks - Department of Public Works, Fleet Management Division - Req. No. R524522

On September 18, 2008, the Board approved an award for O.E.M. Parts and Repair Service for Chevrolet and GM Vehicles. The award did not include coverage for heavy duty vehicles. These services are required to keep the City's GMC heavy duty trucks running and in service while this requirement is competitively bid.

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.

MWBOO GRANTED A WAIVER.

14. T & J JEONG

	\$ 54,000.00	Selected Source
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Solicitation No. 06000 - Furnish and Deliver Authentic Korean Meals - Commission on Aging and Retirement Education - Req. No. R525757

The current contractor, New No Da Ji, for Solicitation No. B50000903 - Furnish and Deliver Authentic Korean Meals occupies space in a building that is being sold. The final day the contractor will be able to provide meal service is June 12, 2009. The vendor is licensed and specializes in preparing authentic Korean meals and is able to perform services at the current bid price. This requirement will be re-bid at a later date.

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

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|-------------------------------------|--------------|---------|
| 15. SOUTH RIVER
CONSULTING, LLC. | \$ 44,256.00 | Renewal |
|-------------------------------------|--------------|---------|
- Solicitation No. 06000 - Electricity and Natural Gas Consulting Services through the Baltimore Regional Cooperative Purchasing Committee - Agencies - Various - Req. Nos. Various

On October 25, 2006, the Board approved the initial award in the amount of \$44,256.00. The award contained an option to renew for four 1-year renewals at the sole discretion of the City. On June 25, 2008, the Board approved the first renewal option in the amount of \$44,256.00. This is the second renewal option in the amount of \$44,256.00.

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|-----------------------|--------------|-----------|
| 16. XEROX CORPORATION | \$105,000.00 | Extension |
|-----------------------|--------------|-----------|
- Solicitation No. 06000 - Copier Equipment and Services - Agencies - Various - Req. No. Various

On December 17, 2007, the Board approved the initial award in the amount of \$420,000.00 to Xerox Corporation, to supply copiers and copier service. On December 24, 2008, the Board approved an extension in the amount of \$210,000.00, which will expire on June 30, 2009. After a review of the current contract terms, the marketplace and an RFI issued to obtain additional information, it was determined to be in the City's best interest to negotiate an amendment to the current contract with Xerox for improved terms and a significant decrease in costs. In order to allow time to negotiate the amendment, an extension is necessary for the period July 1, 2009 through September 30, 2009.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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

THE VENDOR VOLUNTEERED TO MEET A GOAL OF 5% MBE.

MBE: Neo Technology, Inc.	\$53,088.00	16.1%
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MWBOO FOUND VENDOR IN COMPLIANCE.

17. EQUIPMENT SERVICES, INC.	\$ 0.00	Extension
Solicitation No. BP 05153 - Requirements for Reporting and Repairs to the Activated Clarifier Drive and Related Work at Back River Wastewater Treatment Plant - Agencies - Various - Req. Nos. Various		

On March 25, 2005, the Board approved the initial award in the amount of \$50,000.00. On June 13, 2007, the Board approved the first renewal in the amount of \$50,000.00. On July 16, 2007, the Board approved the second renewal in the amount of \$50,000.00. The contract will expire on June 14, 2009. This extension is necessary to allow time to solicit a replacement contract. The extension will cover the period through September 1, 2009.

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

18. GREENWALD & CO., INC. T/A ARROW PARKING	\$27,630.00	Sole Source/ Renewal Agreement
Solicitation No. 08000 - Parking Agreement - Health Department - Req. No. R508230		

The Board is requested to approve and authorize execution of the agreement with Greenwald & Co., Inc. t/a Arrow Parking. The period of the agreement is April 1, 2009 through June 30, 2009.

To meet the parking needs of the Operation Safe Kids program, the vendor's location is uniquely suited to the agency's proximity and safety requirements.

The agreement is late due to a delay in finalizing the agreement.

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.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of General Services

- | | | |
|---|-------------|---------|
| 19. JCM CONTROL SYSTEMS,
INC. | \$18,500.00 | Low Bid |
| IC 506 - Replacement of air conditioning units located at
Curtis Bay Elementary School, RF Site Phase II | | |
| 20. JCM CONTROL SYSTEMS,
INC. | \$18,500.00 | Low Bid |
| IC 507 - Replacement of air conditioning units located at
Lake Clifton High School, RF Site Phase II | | |

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions and approved and authorized execution of the agreements.

MINUTES

Bureau of Water and - Amendment to Agreement
Wastewater (BW&WW)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment no. 2 to agreement with EA Engineering Science and Technology, Inc., for Project 1014, Program Management Services for Consent Decree Wet Water Program. The amendment no. 2 will extend the agreement through December 31, 2009.

AMOUNT OF MONEY AND SOURCE:

\$1,035,313.86 - Wastewater Revenue Bonds
559,439.47 - Baltimore County
\$1,594,753.33 - 9956-905638-9551-900020

BACKGROUND/EXPLANATION:

On May 24, 2006, the Board approved the original agreement with the consultant to provide engineering services to address the requirement of a Consent Decree (CD) with the EPA and the MDE related to improvements to the City's Wastewater Collection System. The original agreement was for two years, with three 1-year renewal terms at the option of the City. On May 21, 2008, the Board approved an extension of the agreement for one year.

The City now wishes to exercise the second one-year extension option. This request is to encumber funding for the second one-year extension. The Consultant's program management services include: 1) implementation of planned projects to eliminate known SSOs and CSOs, 2) plan the capital improvements programs, 3) track and monitor CD schedules, 4) attend and conduct CD progress meetings, 5) attend meetings with regulatory agencies and communities, 6) comprehensive public relations, oversight of SSO tracking and reporting and submission of various reports including quarterly progress reports to the EPA and the MDE.

MINUTES

BW&WW - cont'd

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

MBE/WBE PARTICIPATION:

MBE:	EBA Engineering, Inc.	\$157,981.45	9.90%
	Tech International, Inc.	<u>176,842.55</u>	<u>11.09%</u>
		\$334,823.00	20.99%
WBE:	Bright Light Media	\$300,180.00	18.82%

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

(FILE NO. 55986)

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,298,400.00	9956-549-627	
Wastewater	Constr. Res.	
Revenue Bonds	Wet Weather Prog.	
701,600.00	" "	
<u>Counties</u>		
\$2,000,000.00	-----	9956-905638-9551- 900020-3 Engineering

This transfer will provide funds to cover the costs associated with the amendment no. 2 to agreement for Project 1014, Program Management Services for the Consent Decree and Wet Weather Program.

MINUTES

BW&WW - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of an amendment no. 2 to agreement with EA Engineering Science and Technology, Inc., for Project 1014, Program Management Services for Consent Decree Wet Water Program. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter. The Comptroller **ABSTAINED** on this item.

MINUTES

Bureau of Water and - Amendment to Agreement
Wastewater (BW&WW)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to agreement with Gannett Fleming, Inc., for Project No. 1042G, Urgent Need Wastewater Engineering Services. The amendment extends the agreement through June 20, 2010.

AMOUNT OF MONEY AND SOURCE:

No additional funds required.

BACKGROUND/EXPLANATION:

On June 20, 2007 the Board approved the original agreement with the consultant for two years, with the option to extend the time period to three years. In order to continue providing engineering services to rehabilitate and improve the City's sanitary sewer system, the BW&WW is recommending the extension of the agreement.

The consultant was originally approved by the Office of Boards and Commission and Architectural Engineering Award Commissions. All other terms and conditions of the agreement will remain unchanged.

AUDITS NOTED THIS NO-COST TIME EXTENSION.

UPON MOTION duly made and seconded, the Board to approved and authorized execution of an amendment to agreement with Gannett Fleming, Inc., for Project No. 1042G, Urgent Need Wastewater Engineering Services.

MINUTES

Department of Public Works - Agreement
Bureau of Water & Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Maryland Center of Environmental Training (MCET), College of Southern Maryland. The period of the agreement is July 6, 2009 through July 24, 2009.

AMOUNT OF MONEY AND SOURCE:

\$10,100.00 - 2071-000000-5520-397901-603020

BACKGROUND/EXPLANATION:

The City's Joint Apprenticeship Program requires that apprentices assigned to the Water Treatment Plants be provided with 168 hours of classroom instruction for each year of the three years that they are employed to successfully complete the Water Treatment Technician Apprenticeship Program.

The MCET has an extensive background in Water Treatment Training and has provided a custom curriculum that enables the apprentices to be exposed to the technical requirements of the program as they relate to the actual work environment of a Water Filtration Plant.

This request is for the first year instruction of the class of trainees hired as Water Treatment Technician Apprentices. The training will take place on-site using existing equipment and materials.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of an agreement with the Maryland Center of Environmental Training (MCET), College of Southern Maryland.

MINUTES

Department of Transportation - Pipeline Crossing Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a pipeline crossing agreement with CSX Transportation, Inc.(CSXT). The period of the agreement is effective upon approval by CSXT and payment of the license fee for five years.

AMOUNT OF MONEY AND SOURCE:

\$20,000.00 - license fee
3,000.00 - one-time fee to be added as an additional insured.
\$23,000.00 - 9950-901321-9508-900020-704043

BACKGROUND/EXPLANATION:

The Department is proposing a project to widen Washington Blvd, TR-03333. In the design of this project, it has been determined that the City's contractor will need to install two 30" diameter conduits under the existing CSXT rails.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of a pipeline crossing agreement with CSX Transportation, Inc.

MINUTES

Department of Transportation - Refund of Excess Proceeds
from an Auction

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$3,384.00 - 1001-000000-1950-505215-401774

BACKGROUND/EXPLANATION:

The refund represents the proceeds beyond the expenses of receiving, storing, and disposing of the vehicle in question at auction. The refund is in accordance with AM-303-1 and Article 31, Section 97 of the Baltimore City Code (2000).

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Department of Transportation - Refund of Excess Proceeds
from an Auction

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$2,572.00 - 1001-000000-1950-505215-401774

BACKGROUND/EXPLANATION:

The refund represents the proceeds beyond the expenses of receiving, storing, and disposing of the vehicle in question at auction. The refund is in accordance with AM-303-1 and Article 31, Section 97 of the Baltimore City Code (2000).

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

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 the University of Maryland Medical System. The period of the agreement is effective upon Board approval 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:

\$28,202.38

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 for the development of the University of Maryland Medical Center Shock Trauma Center at 22 S. Green Street, where the applicant has applied or intends to apply for a Building Permit to perform the Scope of Work for the construction of 140,000 square feet of additional hospital space, 50 new beds and 10 operating rooms.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of a traffic impact study (TIS) agreement with the University of Maryland Medical System.

MINUTES

Baltimore City Fire Department - Acceptance of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the acceptance of the FY 2009 Maryland Bioterrorism Hospital Preparedness Program Sub-award.

AMOUNT OF MONEY AND SOURCE:

\$39,432.60 - 4000-459209-3190

BACKGROUND/EXPLANATION:

The grant will provide the Department with the ability to provide its members with improved personal protective equipment for use during a pandemic influenza event.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized the acceptance of the FY 2009 Maryland Bioterrorism Hospital Preparedness Program Sub-award.

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:

2133 - 2138

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

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

The Comptroller **ABSTAINED** on item Nos. 1, 2, 3 and 4.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

1.	TR 09013, Resurfacing Highways at Various Locations Northeast JOC-EE	P. Flanigan & Sons, Inc.	\$1,243,654.00
	MBE:	L & J Construction Services, Inc.	\$ 73,750.00 5.93%
		Priority Construction Corp.	203,270.00 16.34%
			<u>\$277,020.00</u> 22.27%
	WBE:	Morgan Construction Services, Inc.	\$ 63,425.00 5.10%
		William T. King, Inc.	62,400.00 5.02%
			<u>\$125,825.00</u> 10.12%

MWBOO FOUND VENDOR IN COMPLIANCE.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,430,202.10	9950-901762-9514-6	
Other Funds	Resurfacing NE-Sector I	
\$1,243,654.00	-----	9950-902780-9514-6
		Struc. & Improv.
124,365.40	-----	9950-902780-9514-2
		Contingencies
62,182.70	-----	9950-902780-9514-5
<u>\$1,430,202.10</u>		Inspection - Resurfacing Highways JOC-EE

This transfer will fund costs associated with the award of TR 09013, Resurfacing Highways at Various Locations, Northeast JOC-EE to P. Flanigan & Sons, Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

3.	TR 09015, Resurfacing Highways at Various Locations Southwest JOC-GG	P. Flanigan & Sons, Inc.	\$2,278,902.50
	MBE:	Priority Construction Corp.	\$332,000.00 14.57%
		L & J Construction Services, Inc.	10,000.00 .44%
			<u>\$342,000.00</u> 15.01%
	WBE:	River Transport, Inc.	\$ 57,000.00 2.50%
		Morgan Construction Services, Inc.	57,000.00 2.50%
			<u>\$114,000.00</u> 5.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$2,620,737.88	9950-905764-9514	
Other Funds	Resurfacing SW-Sector 3	
\$2,278,902.50	-----	9950-901782-9514-6
227,890.25	-----	Struc. & Improv.
113,945.13	-----	9950-901782-9514-2
<u>\$2,620,737.88</u>	-----	Contingencies
		9950-901782-9514-5
		Inspection - Resurfacing Highways - JOC-GG

This transfer will fund costs associated with the award of TR 09015, Resurfacing Highways at Various Locations Southwest JOC-GG to P. Flanigan & Sons, Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

5.	TR 09016, Resurfacing Highways at Various Locations JOC HH	Manuel Luis Construction Co., Inc.	\$1,519,776.71
	MBE: Fallsway Construction Co., LLC	\$260,000.00	17.11%
	WBE: Rowen Concrete, Inc.	\$125,000.00	8.22%
	Haines Industries, Inc.	<u>15,000.00</u>	<u>.99%</u>
		\$140,000.00	9.21%

MWBOO FOUND VENDOR IN COMPLIANCE.

6. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,747,743.22 Other Funds	9950-901763-9514 Resurfacing NE-Sector 1	
\$1,519,776.71	-----	9950-903781-9514-6 Struc. & Improv.
151,977.67	-----	9950-903781-9514-2 Contingencies
<u>75,988.84</u>	-----	9950-903781-9514-5 Inspection - Resurfacing Highways - JOC-HH
\$1,747,743.22		

This transfer will fund costs associated with the award of TR 09016, Resurfacing Highways at Various Locations JOC-HH to Manuel Luis Construction Co., Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of General Services (BGS)

- | | | | |
|----|---|-----------------------------------|--------------|
| 7. | PB 08831, Baltimore
Animal Rescue and
Care Shelter, Inc.
Resinous Floor
Resurfacing and
Repair | Innovative Floor
Systems, Inc. | \$ 96,066.00 |
|----|---|-----------------------------------|--------------|

MBE: *Chesapeake Contracting Services, Inc.

WBE: None indicated

*Chesapeake Contracting Services is not certified as a MBE with the Baltimore City.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

The BGS recommends award. The contractor will be required to come into compliance with the MBE/WBE program within 14 days of award.

Bureau of Purchases

- | | | | |
|----|--|----------------------|--------------|
| 8. | B50001015, Armored
Transport Services | Dunbar Armored, Inc. | \$ 95,182.00 |
|----|--|----------------------|--------------|

MWBOO GRANTED A WAIVER.

- | | | | |
|----|--|--------------------|--------------|
| 9. | B50001087, Repair to
Mt. Pleasant Arena | Ice Builders, Inc. | \$800,000.00 |
|----|--|--------------------|--------------|

MBE:	K & K Adams, Inc.	\$33,600.00	4.2%
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WBE: Roane's Rigging &
Transfer Co., Inc.

MINUTES

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

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

THE STATEMENT OF INTENT FORM, PART C, FOR THE WBE WAS NOT SIGNED BY THE PRIME CONTRACTOR.

The Bureau of Purchases recommends award. The bidder has agreed to remedy the technical error its MBE/WBE submission and award is contingent upon the vendor coming into compliance within ten days of award.

10.	B50001059, Top Soils	Top Soils, Etc.	\$ 60,000.00
	Common Borrow,	C.D. Thomas Trucking	210,000.00
	Diamond Mix and	Co.	
	Recycled Stones	Phipps Construction	400,000.00
			<u>\$670,000.00</u>

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

MWBOO FOUND TOP SOILS, ETC. IN COMPLIANCE.

MWBOO FOUND C.D. THOMAS TRUCKING CO. IN NON-COMPLIANCE.

MWBOO FOUND PHIPPS CONSTRUCTION IN NON-COMPLIANCE.

Top Soils, ETC.:

MBE: KL Phillips Trucking, LLC 10%

WBE: A2Z Environmental Group, LLC 7%

CD Thomas Trucking:

MBE: G&W Trucking Corp.
Load Runner Trucking, Inc.

WBE: Barbies Recycling & Hauling, Inc.
McCall Trucking, Inc.

THE BIDDER DID NOT COMPLETE PART B: MBE/WBE PARTICIPATION DISCLOSURE FORMS. THE AMOUNT OF SUBCONTRACT AND THE PERCENTAGE OF TOTAL CONTRACT FOR EACH MBE AND WBE HAVE BEEN OMITTED.

MINUTES

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

THE BIDDER DID NOT COMPLETE PART C: STATEMENT OF INTENT FORM. THE SUBCONTRACT AMOUNT AND THE SUBCONTRACT PERCENTAGE OF TOTAL CONTACT HAVE BEEN OMITTED.

Phipps Construction:

MBE: Hammerhead Trucking, Inc. 10%

WBE: D & O Contracting Services 6%

THE BIDDER DID NOT COMPLETE PART D: MBE/WBE PARTICIPATION AFFIDAVIT. THE BIDDER PROVIDED PART D: MBE/WBE PARTICIPATION AFFIDAVIT FORMS SIGNED BY THE MBE FIRM AND WBE FIRM. THE FORM MUST BE COMPLETED AND SIGNED BY THE PRIME CONTRACTOR.

The Bureau of Purchases recommends award. The non-compliant bidders agreed to remedy the errors found in their MBE/WBE submission. The award is recommended, subject to the vendors coming into compliance within ten days of award.

MINUTES

12:00 NOON

ANNOUNCEMENT OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED

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

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

Bureau of Water and Wastewater

- SC 852, Denitrification Filters and Related Work for the Enhanced Nutrient Removal Facilities at the Patapsco Wastewater Treatment Plant
BIDS TO BE RECV'D: 06/24/09
BIDS TO BE OPENED: 06/24/09

Bureau of Purchases

- B50001056, Bill Payment Kiosks
BIDS TO BE RECV'D: 06/17/09
BIDS TO BE OPENED: 06/17/09

Bureau of Purchases

- B50001065, Tree and Stump Removal - Group I
BIDS TO BE RECV'D: 06/17/09
BIDS TO BE OPENED: 06/17/09

Bureau of Purchases

- B50001065, Tree and Stump Removal - Group II
BIDS TO BE RECV'D: 06/17/09
BIDS TO BE OPENED: 06/17/09

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:

Department of Transportation - TR 09014, Resurfacing Highways
At Various Locations Southeast
JOC FF (Local)

M. Luis Construction
Co., Inc.
Machado Construction
Co., Inc.
P. Flanigan & Sons, Inc.
Civil Construction, LLC

Bureau of Water and Wastewater - SWC 7756, Charles Street Box
Culvert Rehabilitation at
East Stoney Run

Metra Industries
V&S Contractors, Inc.
Flippo Construction
Co., Inc.
Allied Contractors, Inc.
Monumental Paving &
Excavating, Inc.
Whiting-Turner Contracting Co.

Bureau of Purchases - B5000989, Spray In Bedliners

ACRES Automotive
Beaver's Auto Body
Repair Center, Inc.

MINUTES

There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, June 17, 2009.

JOAN M. PRATT
Secretary