

MINUTES**REGULAR MEETING**

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

The meeting was called to order by the President.

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&A Tree Experts, Inc.	\$ 1,500,000.00
M.C. Dean, Inc.	\$503,370,000.00
Ecological Restoration & Management Inc.	\$ 8,000,000.00
John E. Kelley & Son, Inc.	\$ 8,000,000.00
M5 Network Solutions	\$ 72,000.00
Metra Industries, Inc.	\$ 41,445,000.00
Mitchell Plumbing & Heating, Inc.	\$ 1,500,000.00
RBJ Contracting, Co., Inc.	\$ 990,000.00
T&M Paving	\$ 252,000.00
T&P Engineering Co., Inc.	\$ 486,000.00
SEH Excavating, Inc.	\$ 8,000,000.00
Shook Construction	\$ 54,360,000.00
Thyssenkrupp Safway, Inc.	\$700,000,000.00
Wickersham Construction and Engineering, Inc.	\$ 15,723,000.00

MINUTES

BOARDS AND COMMISSIONS - cont'd2. 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:

Brinjac Engineering, Inc.	Landscape Architect, Engineer
Corrpro Companies, Inc.	Engineer
Robert Silman Associates, PLLC	Engineer
Smith Architects, PA.	Architect
TranSystems	Architect, Engineer, Survey
Wachs Utility Services	Engineer

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

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

3414 - 3417

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. \$ 73,729.75 MVR	9950-905519-9509 Const. Res. Construction Management Svcs.	9950-904519-9508-5 Inspections Construction Management Svcs.

The transfer will clear the deficit in the account and fund costs associated with project no. 1097, task No. 4 assigned to Johnson, Mirmiran & Thompson, Inc.

Department of General Services

2. \$500,000.00 3 rd Public Bldg.	9916-903845-9194 Capital Const. and Maintenance Program-Reserved	9916-903845-9197 Capital Const. and Maintenance Program-Active
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The transfer will address numerous building improvements including roof replacement and HVAC, plumbing, electrical, and structural improvements.

Department of Recreation and Parks

3. \$ 13,000.00 Rec. & Parks 25 th Series	9938-902789-9475 Reserve Recreation Facility Renovation	9938-902789-9474 Active Recreation Facility Renovation
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The transfer will provide funds to cover the costs associated with the replacement of the domestic water heater at Mt. Pleasant Ice Arena.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks - cont'd</u>		
4. \$ 10,000.00 State	9938-913001-9475 Unallotted Reserve	9938-901600-9474 Roosevelt Park Master Plan Improvements Active

The transfer will provide funds to cover the costs associated with the Change Order No. 4 for Roosevelt Park Recreation Center Renovation under Contract No. BP-06022 and reconcile the account deficit.

5. \$120,000.00 Rec & Parks 25 th Series	9938-902789-9475 Recreation Facility Renovation Reserve	9938-901750-9474 Building Renovation FY08 Active
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The transfer will provide funds to cover the costs associated with the replacement of the refrigeration system at Mt. Pleasant Ice Rink under Contract No. B50001006.

6. \$ 60,000.00 State	9938-902729-9475 Reserve	
20,000.00 General Funds	9938-902729-9475 Clifton Park Master Plan	
<u> \$ 80,000.00</u>	-----	9938-901729-9474 Clifton Park Master Plan Active

The transfer will provide funds to cover the costs associated with interior park lighting in Clifton Park.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks - cont'd</u>		
7. \$ 50,000.00 Rec & Parks 25 th Series	9938-902789-9475 Recreation Facility Renovation Reserve	9938-902789-9474 Recreation Facility Renovation Active

The transfer will provide funds to cover the costs associated with the replacement of the lockers at the Callowhill Indoor Swimming Pool.

8. \$ 80,000.00 Rec & Parks 25 th Series	9938-904793-9475 City Park Maintenance Reserve	9938-904793-9474 City Park Maintenance Active
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The transfer will provide funds to cover the costs associated with the replacement of the boiler at the Cylburn Arboretum Greenhouse under Contract No. BP-05069.

9. \$ 6,000.00 State	9938-913001-9475 Unallotted Reserve	
2,000.00 General Fund	9938-902763-9475 Wyman Park Dell Master Plan Reserve	
\$ 8,000.00	-----	9938-902763-9474 Wyman Park Dell Master Plan Active

The transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1065, task #17 assigned to Mahan Rykiel Associates, Inc.

MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing & Community Development</u>			
10.	\$ 542,500.00	9910-908470-9588-	9910-906047-9588-
	27 th CDB	900000-700000	900000-700000
		Eastside Recreation	Emergency Demolition
		& Learning Center	FY 2010
	467,500.00	9910-908470-9588-	9910-903048-9588-
	27 th CDB	900000-700000	900000-700000
		Eastside Recreation	Planned Demolition
		& Learning Center	FY 2010
	75,000.00	9910-907614-9588-	9910-903048-9588-
	<u>26th CDB</u>	900000-700000	900000-700000
		Poverty Solutions	Planned Demolition
			FY 2010
	\$1,085,000.00		

This transfer will provide funds for the Department's planned and emergency demolition programs for fiscal year 2010.

MINUTES

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

The Board is requested to approve and authorize execution of the various grant agreements. The period of the agreement is July 1, 2009 through June 30, 2010, unless otherwise indicated.

1. **PUBLIC JUSTICE CENTER, INC.** **\$22,750.00**

Account: 5000-523110-3570-333739-603051

The organization will oversee and operate a Tenant Advocacy Project. The program will provide legal services and tenants' rights training to poor tenants and tenant organizations.

2. **BALTIMORE STATION, INC.** **\$100,520.00**

Accounts: 4000-492910-3570-333628-603051 \$ 42,266.00
 5000-529110-3570-333728-603051 \$ 58,254.00

The organization will provide 92 transitional bed nights to homeless men of Baltimore City and comply with the applicable Habitability Standards to ensure that the shelter/facilities are safe, sanitary and adequately maintained.

3. **THE MARYLAND CENTER FOR VETERANS** **\$ 42,050.00**
EDUCATION AND TRAINING (MCVET)

Account: 5000-525110-3570-333721-603051

The funds will be utilized to hire the services of a Case Manager to provide services to approximately 80 residents of the MCVET Single Room Occupancy, located at 301 N. High Street. Services will include, but are not limited to assisting residents in making a successful transition from homelessness through life skills training, provision of basic needs and employment services.

MINUTES

DHCD/BHS - cont'd

4. **ASSOCIATED CATHOLIC CHARITIES,
INC. (ACC)** **\$ 96,428.00**

Account: 4000-496210-3570-591404-603051

The ACC will operate Christopher Place, a transitional housing facility in Baltimore City. The ACC will provide 24-hour transitional housing, employment assistance and other support services for 12 homeless men with substance abuse problems. The approximate length of stay for each resident will be six to nine months. After the resident obtains employment, housing counseling will be provided to the resident to assist the resident in obtaining permanent housing. The period of the agreement is February 1, 2009 through January 31, 2010.

5. **MARIAN HOUSE, INC.** **\$216,339.00**

Accounts: 5000-525610-3570-333719-603051
5000-529110-3570-333719-603051

The organization will provide 42 transitional shelter beds to homeless women and women with children in Baltimore City.

6. **JOBS, HOUSING AND
RECOVERY, INC.** **\$ 84,484.00**

Account: 5000-529110-3570-333758-603051

The organization will operate and oversee a 24-hour seven day a week emergency shelter for homeless men and women at 210 Guilford Avenue. The shelter will provide approximately 350 emergency shelter beds to homeless men and women in Baltimore City.

MINUTES

DHCD/BHS - cont'd

7. **UNITED MINISTRIES, INC.** **\$ 44,667.00**

Account: 5000-529110-3570-333760-603051

The organization will provide 17 transitional shelter beds to formerly homeless men of Baltimore City. The funds will be utilized to offset the costs of providing safe and affordable housing and case management services.

8. **MOVEABLE FEAST, INC.** **\$227,984.00**

Account: 4000-490910-3570-333670-603051

The organization will operate and oversee the People on the Move Program. The primary goal of the program is to provide individuals with HIV/AIDS employment opportunities by gaining expertise in driving passenger vans, obtaining a passenger for hire license, and an employment reference.

9. **BALTIMORE HEALTH CARE ACCESS, INC.** **\$ 40,016.00**

Account: 5000-529110-3570-333700-603051

The funds will be utilized to hire a full-time Homeless Outreach Advocate, who will engage individuals experiencing homelessness and link them to housing and needed services such as healthcare, mental health treatment, and addiction services.

10. **MOVEABLE FEAST, INC.** **\$113,465.00**

Account: 4000-490910-3570-333670-603051

The organization will operate a HIV/AIDS Drop-in Center Food and Nutrition Services Program. The program will supply hot nutritious meals daily to four community resource centers operated by local organizations for homeless people with HIV/AIDS. The program will also provide hot nutritious meals to HIV/AIDS individuals who suffer from malnutrition and encourage clients to access the many available services at the community resource centers.

MINUTES

DHCD/BHS - cont'd

11. **MARIAN HOUSE, INC.** **\$172,801.00**

Account: 4000-496310-3570-591209-603051

The organization will provide access to housing for a minimum of 15 homeless low-income women and families. The period of the agreement is April 1, 2009 through March 31, 2010.

12. **JOBS, HOUSING AND RECOVERY, INC.** **\$100,000.00**

Account: 5000-529110-3570-333758-603051

The organization will operate and oversee a 24-hour, 7 day a week emergency shelter for homeless men and women and provide 350 emergency shelter beds to homeless men and women in Baltimore City at 210 Guilford Avenue. The funds will be utilized to offset the operating costs of providing janitorial services at the shelter.

13. **WOMEN'S HOUSING COALITION, INC. (WHC)** **\$ 15,000.00**

Account: 5000-525110-3570-333735-603051

The WHC will provide services to approximately 26 homeless low-income women at the Margaret Jenkins House. The services will include, but not be limited to providing each woman with a clean, safe and supportive environment in which to live for as long as she needs this type of housing.

14. **ST. AMBROSE HOUSING AID CENTER, INC.** **\$ 34,502.00**

Account: 4000-496209-3570-591433-603051

The organization will provide case management services to seven families and four individuals that are participants of the St. Ambrose's permanent housing program. The period of the agreement is April 1, 2009 through March 31, 2010.

MINUTES

DHCD/BHS - cont'd

15. **FRANCISCAN CENTER, INC.** **\$ 20,000.00**

Account: 4000-492910-3570-333620-603051

The Franciscan Center, Inc. will assist approximately 46 families with direct cash assistance who are in imminent danger of eviction. The funds will be used to hire the services of an Intake and Follow-up Counselor who will be responsible for screening all applicants for eligibility through interviews followed by three months of counseling.

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

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Department of Housing and Community Development/Baltimore Homeless Services - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a payment to Walters Relocations, Inc.

AMOUNT OF MONEY AND SOURCE:

\$12,541.00 - 1001-000000-3010-263700-603051

BACKGROUND/EXPLANATION:

In October, 2008 Baltimore Homeless Services moved from 210 Guilford Avenue to 4 S. Frederick Street as part of its transition from the Health Department to the Department of Housing and Community Development. Funds originally allocated for this purpose in FY 2008 were not encumbered and subsequently lost at fiscal year end. The original invoice was dated January 18, 2008. The funding for this payment will be covered by liquidating several 2008 encumbrances.

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

UPON MOTION duly made and seconded, the Board approved and authorized the payment to Walters Relocations, Inc.

MINUTES

Department of Housing and - Grant Agreements
Community Development

The Board is requested to approve and authorize execution of the various grant agreements. The period of the agreement is July 1, 2009 through June 30, 2010.

1. **COLDSTREAM-HOMESTEAD-MONTEBELLO** **\$ 58,900.00**
COMMUNITY CORPORATION, INC. (CHM)

Accounts: 2089-208910-5930-432726-603051	\$ 9,400.00
2089-208910-5930-432730-603051	\$ 13,500.00
2089-208910-5930-432735-603051	\$ 7,000.00
2089-208910-5930-432781-603051	\$ 23,000.00
2089-208910-5930-432783-603051	\$ 6,000.00

This agreement will provide CDBG funding to subsidize the CHM's operating expenses. The CHM will administer activities and coordinate citizen participation in the planning and implementation of community development activities in the Coldstream-Homestead-Montebello Urban Renewal Area.

MWBOO GRANTED A WAIVER.

2. **CITIZENS FOR WASHINGTON HILL, INC.** **\$ 30,000.00**

Accounts: 2089-208910-5930-432526-603051	\$ 3,000.00
2089-208910-5930-432530-603051	\$ 7,000.00
2089-208910-5930-432581-603051	\$ 13,000.00
2089-208910-5930-432583-603051	\$ 7,000.00

The agreement will provide funds to subsidize the organization's operating expenses. The organization will provide youth activities, carry out community clean-up and beautification projects, monitor property uses, and provide residents with information regarding community development efforts and other activities in the Washington Hill Urban Renewal area of the City.

MWBOO GRANTED A WAIVER.

MINUTES

DHCD - cont'd

3. **MAKING CHOICES FOR INDEPENDENT LIVING, INC. (MCIL)** **\$ 34,600.00**

Account: 2089-208910-5930-424028-603051

Under this agreement, the funds will be utilized to subsidize the MCIL's housing counseling and referral services program for persons with disabilities. The MCIL will also provide technical assistance regarding accessibility and universal design standards to stimulate the development of accessible and affordable housing for disabled persons. MCIL will also act as an advocate for the provision of independent living services to persons with disabilities.

FOR THE FY 2010, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$9,400.00, AS FOLLOWS:

MBE: \$1,880.00

WBE: \$ 940.00

4. **WOMEN'S HOUSING COALITION, INC. (WHC)** **\$ 60,000.00**

Account: 2089-208910-5930-437923-603051

Under this agreement, the funds will be utilized to offset the operating costs of the WHC. The WHC will provide permanent housing and support services to 95 low to moderate-income persons and their children. The WHC serves formerly homeless women, age 18 and older, a majority of whom suffer from chronic mental illness, substance abuse and disabilities. Supportive services will include personal service plans developed with a case manager, referrals to health care, education/literacy services, employment training programs and advocacy and transportation assistance.

MINUTES

DHCD - cont'd

FOR THE FY 2010, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$24,425.00, AS FOLLOWS:

MBE: \$3,664.00

WBE: \$1,466.00

5. PUBLIC JUSTICE CENTER, INC. \$ 37,600.00

Account:	2089-208910-5930-433329-603051	\$ 32,500.00
	2089-208910-5930-433384-603051	\$ 5,100.00

The purpose of this agreement is to fund the Tenant Advocacy Project (TAP). The TAP pairs tenants facing eviction and/or living in substandard houses with well-trained volunteer advocates and pro bono supervising attorneys who will counsel and represent them during summary eviction and rent escrow proceedings. The TAP also provides community education and outreach, initiates and participates in coalition building for low-income communities and advocates for important legal reform in landlord/tenant law. The TAP also provides free legal services to low-and moderate-income tenants in Baltimore City.

FOR THE FY 2009, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$49,000.00, AS FOLLOWS:

MBE: \$13,230.00

WBE: \$ 4,900.00

MINUTES

DHCD - cont'd

6.	HISTORIC EAST BALTIMORE COMMUNITY ACTION COALITION, INC. (HEBCAC)	\$ 50,000.00
Account:	2089-208910-5930-435026-603051	\$ 27,900.00
	2089-208910-5930-435081-603051	\$ 10,000.00
	2089-208910-5930-435083-603051	\$ 12,100.00

The HEBCAC will provide general oversight, management and coordination of Community Development Block Grant eligible funded activities. The HEBCAC will also provide public information regarding activities being carried out within the Historic East Baltimore area of the City. It will provide public services to low and moderate-income persons seeking recovery from drug addiction.

FOR THE FY 2009, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$27,500.00, AS FOLLOWS:

MBE: \$7,425.00

WBE: \$2,750.00

On May 13, 2009, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2009 Annual Action Plan for the following formula programs:

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

MINUTES

DHCD - cont'd

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2009 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

3430 - 3431

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

MINUTES**PERSONNEL**Department of Planning

	<u>Hourly Rate</u>	<u>Amount</u>
1. CHARINA L. CHATMAN	\$24.00	\$25,000.00

Account: 1001-000000-1870-187400-601009

Ms. Chatman will work as an Events Planner/Manager for the 2010 Census. Her duties will include, but are not limited to maintaining a schedule of special events, ensuring that all needed equipment is available for major events and meeting with representatives of other City agencies and community groups. The period of the agreement is effective upon Board approval for 1-year.

Baltimore City Health Department

2. CONSTANCE WADDELL, R.N.	\$25.00	\$ 5,400.00
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Account: 6000-625710-3080-294500-601009

Ms. Waddell will work as a Community Health Nurse for the Bureau of Child Health and Immunization. She will be responsible for providing immunizations and health education in the Child and Adult Immunization Clinics and completing data summaries and other reports. The period of the agreement is effective upon Board approval through October 31, 2009.

MINUTES

PERSONNELDepartment of Finance

3. **ROBERT S. FOLDERAUER** \$17.17 **\$17,667.74**

Account: 1001-000000-1480-166400-601009

Mr. Folderauer, a retiree, will continue to work as a City Inspector. His duties will include, but are not limited to conducting on-site inspections of gas stations, pawnbrokers, open-air garages, massage parlors, theaters, skating rinks, bars, club restaurants, movie houses, amusement arcades, and other establishments for a variety of business occupational and amusement type licenses required by Article 15 of the Baltimore City Code. The period of the agreement is effective upon Board approval for 1-year.

MINUTES

Police Department - Agreements

The Board is requested to approve and authorize execution of the agreements with the listed organizations. The period of the agreement is July 1, 2009 through June 30, 2010.

On August 12, 2009, the Board approved a grant award agreement, in the amount of \$833,638.00, with the Governor's Office of Crime Control and Prevention (GOCCP) and the Mayor's Office on Criminal Justice for "Baltimore City's Collaboration Supervision and Focused Enforcement Initiative (CSAFE)" program. This program will identify repeat violent offenders within the CSAFE communities.

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|----|--|--------------|
| 1. | WASHINGTON VILLAGE PIGTOWN
NEIGHBORHOOD PLANNING COUNCIL,
INC. | \$ 26,740.00 |
| 2. | GREATER HOMEWOOD COMMUNITY
CORPORATION, INC. | \$ 47,114.00 |
| 3. | PEOPLE'S HOMESTEADING GROUP, INC. | \$ 31,260.00 |
| 4. | CHEMICAL PEOPLE'S TASK FORCE OF
CHERRY HILL, INC. | \$ 41,695.00 |
| 5. | OLIVER COMMUNITY ASSOCIATION, INC. | \$ 55,720.00 |
| 6. | COLDSTREAM/HOMESTEAD/MONTEBELLO
COMMUNITY CORPORATION, INC. | \$ 44,300.00 |

Account: 5000-560110-2250-248201-600000

Under the terms of these agreements, the organizations will use the grant funds to encourage residents in the CSAFE communities to participate in crime prevention activities; provide information to criminal justice agencies; and organize to conduct improvement projects.

MINUTES

Police Department - cont'd

The agreements are late because notification of the award was recently received.

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.

MINUTES

Police Department - Interagency Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an interagency agreement with the Baltimore City State's Attorney's Office (SAO). The period of the agreement is July 1, 2009 through June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$68,254.00 - 5000-560110-2250-248201-600000

BACKGROUND/EXPLANATION:

On August 12, 2009, the Board approved acceptance of the Governor's Office of Crime Control and Prevention's (GOCCP) "Baltimore City's Collaboration Supervision and Focused Enforcement-Violence Prevention Initiative (CSAFE-VPI)" grant award, in the amount of \$833,638.00.

Under the terms of this agreement, the grant funds will be used for the Community Prosecution component of the GOCCP's CSAFE-VPI. This will allow the SAO to provide a community-based Prosecutor to assist in nuisance abatement prosecutions in an effort to reduce crimes and improve the quality of life within CSAFE-VPI communities.

The agreement is late because notification of the award was recently received.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the interagency agreement with the Baltimore City State's Attorney's Office.

MINUTES

Police Department - Interagency Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an interagency agreement with the Department of Housing and Community Development (DHCD). The period of the agreement is July 1, 2009 through June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$310,930.00 - 5000-560110-2250-248201-600000

BACKGROUND/EXPLANATION:

On August 12, 2009, the Board approved acceptance of the Governor's Office of Crime Control and Prevention's (GOCCP) "Baltimore City's Collaboration Supervision and Focused Enforcement-Violence Prevention Initiative (CSAFE-VPI)" grant award, in the amount of \$833,638.00.

Under the terms of this agreement, the grant funds will be used for the Nuisance Abatement component of the GOCCP's CSAFE-VPI. This will allow the DHCD's Code Enforcement Division to build relationships and provide Nuisance Abatement services within CSAFE-VPI communities and other CSAFE partners. In addition, the grant funds will compensate code enforcement prosecutors and paralegals. Program staff will prosecute housing and commercial code violations in Baltimore City's CSAFE-VPI communities in an effort to reduce crime and improve the quality of life.

The agreement is late because notification of the award was recently received.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the interagency agreement with the Department of Housing and Community Development.

MINUTES

Police Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay Outward Bound Baltimore Chesapeake Bay.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - 6000-611210-2020-218600-603001

BACKGROUND/EXPLANATION:

All members of the Police Department's command staff will attend an Executive Leadership Retreat at the Baltimore Outward Bound Center on September 21 - 22, 2009.

This retreat will facilitate an environment within which command members can work collaboratively to build a stronger and more cohesive leadership team. The program will include trust progression, use of low ropes activities, a combination of problem solving games, and elements of the high ropes course. The content is similar to Police programs performed for the Diamond Standard Training and other adult/corporate programs delivered by Outward Bound.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay Outward Bound Baltimore Chesapeake Bay.

MINUTES

Police Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay the Baltimore City Community College (BCCC).

AMOUNT OF MONEY AND SOURCE:

\$36,875.09 - 1001-000000-2000-196100-603020

BACKGROUND/EXPLANATION:

This expenditure of funds will pay the Baltimore City Community College for tuition and book fees for 45 Police cadets receiving training as part of entry level training. The cadets attended the BCCC in the Fall 2008 semester.

Police cadets are required to take college courses and pass them with a grade of no less than a "C" in each class as a condition of their employment with the Department. The program is a part of the required Police Academy training.

The request for payment is late because of delays in the Department's administrative process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay the Baltimore City Community College. The Mayor **ABSTAINED**.

MINUTES

Police Department (BPD) - Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve a grant adjustment notice from the U.S. Department of Justice, Office of Programs, Bureau of Justice Assistance. The grant adjustment notice will extend the term of the grant through December 30, 2009.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On June 14, 2006, the Board approved the FY 2006, Round 2 grant award no. 2006-DJ-BX-0398. The grant funds are used to support a broad range of activities for crime prevention and control. The grant was for the period October 1, 2005 through June 30, 2009. The grant adjustment notice provides sufficient time for the BPD to finalize a financial obligation with a vendor through December 30, 2009.

AUDITS NOTED THIS NO-COST TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant adjustment notice from the U.S. Department of Justice, Office of Programs, Bureau of Justice Assistance.

MINUTES

Police Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an expenditure of funds to pay Pitney-Bowes for postage.

AMOUNT OF MONEY AND SOURCE:

\$70,000.00 - 1001-000000-2040-219600-603009

BACKGROUND/EXPLANATION:

This expenditure will allow the Department to purchase United States postage for the Pitney-Bowes meter machine in order to accommodate the postal needs of the Department. Pitney-Bowes is the sole source of postage for the meters. The postage is necessary for the Police Department's Official mailings to courts, private sector citizens, and other local and state agencies. Without these funds the Department's mail operations will cease.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds to pay Pitney-Bowes for postage.

MINUTES

Department of General Services (DGS) - Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	5928 York Road	Pietro Rugolo	Outdoor seating 25' x 4'
	Annual Charge: \$ 617.50		
2.	313 N. Charles St.	THDC 313 Charles, LLC	Awning 22'8 x 2'
	Annual Charge: \$ 123.57		
3.	1412 Light Street	Michael D. Walls	1 Bracket Sign 34" x 34"
	Annual Charge: \$ 52.70		
4.	127 W. 27 th Street	Yim, LLC	Retain awning 53' x 4'
	Annual Charge: \$ 756.84		
5.	4900 Curtis Ave.	Linda Darlene Stewart	Retain double face electric sign, one handicap ramp
	Annual Charge: \$ 245.65		

MINUTES

DGS - cont'd

6.	2529 Brookfield Ave.	David Meltzer	One 4" Conduit @ 20'
	2531 Brookfield Ave.	David Meltzer	One 4" Conduit @ 20'
	2533 Brookfield Ave.	David Meltzer	One 4" conduit @ 20'

Flat Charge: \$210.00

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

There being no objections, the Board, UPON MOTION, duly made and seconded, approved the applications for Minor Priviledge Permits.

MINUTES

Department of General Services - Developer's Agreement No. 1162

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1162 with The Jewish Museum of Maryland, Inc., developer.

AMOUNT OF MONEY AND SOURCE:

\$11,070.00

BACKGROUND/EXPLANATION:

The developer is renovating its building and needs upgraded fire-suppression and domestic water services. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

An Irrevocable Letter of Credit in the amount of \$11,070.00 has been issued to The Jewish Museum of Maryland, 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. 1162 with The Jewish Museum of Maryland, Inc., developer.

MINUTES

Department of General Services - License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a license agreement with the University of Baltimore. The period of the agreement is June 1, 2009 through May 31, 2011.

AMOUNT OF MONEY AND SOURCE:

\$ 33.75 per pole
X 56 poles
\$1,890.00 - Annual Revenue

BACKGROUND/EXPLANATION:

This license agreement will allow the University of Baltimore the right to install and maintain 56 Banners in the vicinity of the University Campus.

(FILE NO. 56625)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the license agreement with the University of Baltimore.

MINUTES

Department of General Services - Task Assignment No. 1

ACTION REQUESTED OF B/E:

The Board is requested to approve assignment of task no. 1 to Gant Brunnett Architects, Inc., under Project No. 1098G, 620 Fallsway Post Award Services.

AMOUNT OF MONEY AND SOURCE:

\$374,984.88 - 9910-908987-9588-890000-603032

BACKGROUND/EXPLANATION:

Gant Brunnett Architects, Inc. will perform post award services on Contract No. PB 08820R, Fallsway Housing and Services, located at 620 Fallsway.

MBE/WBE PARTICIPATION:

MBE: 0%

WBE: Carroll Engineering \$21,422.06 5.70%

ON THIS TASK THERE WAS NO OPPORTUNITY TO UTILIZE MBE. MBE PERCENTAGE WILL BE MADE UP ON FUTURE TASKS.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of assignment of task no. 1 to Gant Brunnett Architects, Inc., under Project No. 1098G, 620 Fallsway Post Award Services.

MINUTESCircuit Court for Baltimore City - Consultant Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a consultant agreement with The North Baltimore Center, Inc., an affiliate of the Sheppard and Enoch Pratt Foundation. The period of the agreement is July 1, 2009 through June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$34,649.00 - 5000-500810-1100

BACKGROUND/EXPLANATION:

The Circuit Court for Baltimore City has received the FY2010 grant from the Administrative Office of the Courts, whose budget is approved by the Maryland State Legislature, to provide additional resources for the expedited handling of family-related cases within the Circuit Court for Baltimore City. Integral to this initiative is the need to provide dispute resolution information and family education/consultation services to parents and other family members seeking assistance in resolving difficulties and conflicts regarding parental rights.

The North Baltimore Center, Inc. will be retained as a consultant to conduct bi-monthly parenting seminars. Specifically, The North Baltimore Center, Inc. will provide educational sessions to focus on ways that parents can help their children to deal with divorce and educational sessions on conflict resolution. The seminars are intended to emphasize practical steps to follow within a changing family unit and interpersonal communication and conflict resolution.

MINUTES

Circuit Court - cont'd

The consultant agreement is late because adjustments were needed for the budget and also because of delays in the administrative process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of consultant agreement with The North Baltimore Center, Inc., an affiliate of the Sheppard and Enoch Pratt Foundation.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Rescission/Re-Approval of Option</u>			
1. Turf, LLC	2732 Tivoly Ave.	G/R \$90.00	\$ 600.00

Funds will be transferred prior to settlement into, Account No. 9988-000000-9593-00000-704040, CHM Project.

On July 15, 2009, the Board approved the purchase by voluntary agreement of the \$90.00 ground rent interest in 2732 Tivoly Avenue for \$600.00. However, the previous ground rent owner, Fred Nochumowitz, Trustee under the amended and restated revocable living trust agreement, had sold the ground rent. Therefore, the Board is requested to rescind the prior approval and approve the purchase by voluntary agreement of the \$90.00 ground rent interest in 2732 Tivoly Avenue under the new ownership, Turf, LLC.

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

UPON MOTION duly made and seconded, the Board approved the rescission and re-approval of the option.

MINUTES

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

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

AGREEMENT

1. **MARLIN STEEL WIRE PRODUCTS, L.L.C.** **\$ 3,800.00**

Account: 4000-805310-6310-662405-603051

The organization will conduct 24-hours of FANUC iR Vision - 2D Robotics training for four incumbent employees of Marlin Steel Wire Products, L.L.C. through an initiative known as Maryland Business Works. The period of the agreement is September 8, 2009 through October 30, 2009.

AUDITS REVIEWED AND HAD NO OBJECTION.

AMENDMENT NO. 1 TO AGREEMENT AND AMENDMENT TO AGREEMENT

2. **MARYLAND CENTER FOR ARTS AND TECHNOLOGY (MCAT) AND THE UNIVERSITY OF MARYLAND MEDICAL CENTER (UMMC)** **\$ 0.00**

On February 5, 2009, the Board approved the original agreement between MCAT and the UMMC to provide Patient Care Technician training. There were delays in identifying and enrolling participants for the training. Therefore, the amendment no. 1 to agreement will extend the period of the agreement through August 31, 2009. This will allow MOED to continue using MCAT's services in order to complete the training. All other terms and conditions of the agreement remain unchanged.

MINUTES

MOED - cont'd

The amendment no. 1 to agreement is late because of delays in the negotiation process on the training and subsequent employment, placement, and retention of participants.

AUDITS NOTED THE TIME EXTENSION.

3. **MARYLAND CENTER FOR ARTS AND TECHNOLOGY (MCAT) AND THE HARBOR HOSPITAL, INC.** \$ 0.00

On January 28, 2009, the Board approved the original agreement between MCAT and the Harbor Hospital, Inc. to provide Care Associate training. There were delays in identifying and enrolling participants for the training. Therefore, the amendment no. 1 to agreement will extend the period of the agreement through August 31, 2009. This will allow MOED to continue using MCAT's services in order to complete the training. All other terms and conditions of the agreement remain unchanged.

AUDITS NOTED THE TIME EXTENSION.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Commission on Aging and Retirement Education - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Angel's Cove Assisted Living Facility, Inc. The period of the agreement is July 1, 2009 through June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$ 23,400.00 - 5000-534010-3250-319902-607001

BACKGROUND/EXPLANATION:

This agreement will allow CARE to disburse State Subsidized Assisted Housing funds to low income residents at Angel's Cove Assisted Living Facility, Inc. This facility is enrolled in the Senior Assisted Living Group Home Subsidy Program and will provide subsidized senior assisted housing services for individuals age 62 and over who have temporary or periodic difficulties with the activities of daily living, and who require assistance in performing personal and household functions.

The agreement is late because the Maryland Office on Aging recently provided notification of approved funding for the subsidized assisted housing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Angel's Cove Assisted Living Facility, Inc.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the acceptance of the various grant awards:

1. **GOVERNOR'S OFFICE OF CRIME CONTROL AND PREVENTION (GOCCP)** **\$ 53,500.00**

Account: 4000-414810-1150-668500

The GOCCP has awarded these stimulus funds to the SAO for the Crime Analyst LETR Project to enhance law enforcement efficiencies/capabilities through the collection and analysis of data. The program will enable the SAO to be more responsive to changes in the City's crime environment. Funding provides salary support and related equipment. The period of the agreement is October 1, 2009 through September 30, 2010.

2. **GOVERNOR'S OFFICE OF CRIME CONTROL AND PREVENTION (GOCCP)** **\$207,652.00**

Account: 4000-404410-1150-662000

The GOCCP has awarded these funds in three parts to the SAO to provide electronic information sharing that will indentify violent offenders, determine probation and parole status, apprehension and service of warrants. The project is called the Inter-Agency War Room Coordination Project. In addition, funding also provides judicial prioritization and reform of criminal case flow management through the cooperation of local and State agencies. The period of the agreement is July 1, 2009 through June 30, 2010.

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

3454 - 3456

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

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.

MINUTES**EXTRA WORK ORDERS**

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

Department of General Services

1. EWO #003, \$41,013.34 - PB 06813R, Wall/Roof Replacement,
Enoch Pratt Free Library No. 31, 6310 Reisterstown Road
\$1,359,000.00 \$ 4,826.65 J.A.K. Construc- 0 98%
tion Co., Inc.
2. EWO #004, \$529,194.32 - PB 06813R, Wall/Roof Replacement,
Enoch Pratt Free Library No. 31, 6310 Reisterstown Road
\$1,359,000.00 \$ 45,839.99 J.A.K. Construc- 210 99%
tion Co., Inc. Days

Bureau of Water & Wastewater (BW&WW)

3. EWO #007, \$521,040.00 - WC 1193, Repaving Utility Cuts @
Various Locations
\$ 2,793,512.50 \$ 409,318.72 Monumental Paving 0 66.20%
& Excavating Inc.
4. EWO #009, \$129,159.92 SC 843, Improvements to Lower
Portion of Moore's Run Interceptor - Phase II
\$16,974,770.00 \$ 432,805.20 Corman Construc- 0 99%
tion Co., Inc.
5. EWO #022, \$326,300.00 - WC 1156, Locust Point Area Infra-
structure Rehabilitation
\$7,883,300.00 \$3,653,214.77 Spiniello Com- 0 85%
pany

THE TRANSFER OF FUNDS WAS APPROVED ON JULY 15, 2009.

6. EWO #026, \$0.00 - SC 833 R, Improvements to Greenmount
Branch (JGA) Interceptor, Phase II
\$18,210,320.00 \$1,721,960.46 Northeast/Remsco 0 99.3%
Construction Inc.

THE OVERRUNS AND UNDERRUNS CANCEL EACH OTHER OUT.

MINUTES

EXTRA WORK ORDERS

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

BW&WW - cont'd

7.	EWO #038, \$0.00 - WC 1147, Urgent Need Work - Infra-structure Rehabilitation, Various Locations			
	\$7,544,515.60	\$1,063,550.01	J. Fletcher Creamer & Son, Inc.	0 100%

THE OVERRUNS AND UNDERRUNS CANCEL EACH OTHER OUT.

Department of Transportation (DOT)

8.	EWO #003, \$948,767.75 - Project No. 917, Nicodemus Road Bridge Over Liberty Reservoir			
	\$ 668,119.47	\$212,704.18	STV, Inc.	- -
9.	EWO #004, \$204,693.83 - Project No. 917, Nicodemus Road Bridge Over Liberty Reservoir			
	\$ 668,119.47	\$1,187,895.57	STV, Inc.	- -

10. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 526,500.00	9960-902070-9558- 000000-709000 Constr. Res. Watershed Roads and Bridges	
823,500.00	" "	
Water Revenue Bonds		
<u>\$1,350,000.00</u>	-----	9960-903734-9557- 900020-3, Engineering

MINUTES

EXTRA WORK ORDERS

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

DOT - cont'd

This transfer of funds will provide on-site resident engineering and construction phase services for the Nicodemus Road Bridge over Liberty Reservoir under Transportation Project No. 917, Extra Work Order Nos. 3 & 4.

- | | | | | |
|-----|---|--------------|--------------------|-----|
| 11. | EWO #003, \$556,440.00 - TR 08033, Conduit System Repairs at Various Locations Citywide (JOC) | | | |
| | \$2,237,275.00 | \$581,622.50 | Allied Contractors | - - |
| | | | Inc. | |

12. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$556,440.00	9950-905630-9528	9950-904630-9527-7
MVR	Constr. Res.	Utilities - Midtown
	Midtown Intersection	Intersection Improv.
	Improv.	

This transfer will cover the costs associated with the installation of the new underground conduit system in Mount Royal Avenue to accommodate Artscape and other community events being held in the Mount Vernon area through a change order to an existing project Conduit System Repairs at Various Locations Citywide (JOC) TR 08033.

MINUTES

Department of Finance - Grant

ACTION REQUESTED OF B/E:

The Board is requested to authorize a grant to the Parks and People Foundation (PPF).

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 1001-000000-1220-146500-607001

BACKGROUND/EXPLANATION:

The Partnership for Parks Program is a joint initiative of the Department of Recreation and Parks and the PPF. The grant program is funded and operated through the Department's Office of Partnerships.

This grant, in addition to private funding, will allow the PPF to award grants to groups interested in park maintenance, preservation projects, and beautification of open spaces. Included in such initiatives will be projects specific to weeding of invasive species, deep cleaning of designated areas throughout the City parks, and seeding to enhance the beauty of the parks' green space.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board authorized the grant to the Parks and People Foundation. The President

ABSTAINED.

MINUTESHealth Department - Agreements and an Amendment to Agreement

The Board is requested to approve and authorize execution of the various agreements and an amendment to agreement. The period of the agreement is July 1, 2009 through June 30, 2010, unless otherwise indicated.

AGREEMENTS

1. **PLANNED PARENTHOOD OF MARYLAND, INC. (PPM)** **\$200,000.00**

Account: 5000-530010-3080-295000-603051

The PPM has developed a preconception care program for reproductive-age women. This program fully integrates preconception care into existing family planning visits at the PPM Baltimore City Health Department Center. The program uses an "assess, educate, refer" model in which clients are assessed for risk areas, and referred for further services as needed. Further, the program encourages planning for pregnancy goals and timing through the creation of a Reproductive Life Plan. This program is being provided under the Babies Born Healthy Initiative.

2. **BALTIMORE CITY HEALTHY START, INC. (BCHS)** **\$337,600.00**

Account: 5000-530010-3080-295000-603051

The BCHS will provide services for the Babies Born Healthy Initiative. The services will include outreach, client recruitment, home visits, case management, health education for breastfeeding, smoking cessation, safe sleep education, and screening for perinatal depression, HIV/STD testing and counseling, in home family planning, referral for mental health, substance abuse treatment, and referral for primary care and obstetric care.

MINUTES

Health Department - cont'd

The agreements are late because the funding was awarded late in the funding period.

3. **THE FORUM CATERERS, INC.** **\$ 6,650.00**

Account: 6000-623810-3100-296900-603026

The Forum Caterers, Inc. will provide catering services for a recognition breakfast banquet for the School Health Program's Nurses and Health Aides. The services will be provided for 350 guests at \$19.00 per person. The event will be held on January 28, 2010.

4. **THE BALTIMORE CITY HEALTHY START, INC.** **\$ 80,000.00**

Account: 4000-422810-3080-294288-603051

The funds will be utilized to hire a Nurse Practitioner to conduct home and center-based reproductive health services with the goal of reducing unintended pregnancies and lengthening interpregnancy intervals.

5. **BALTIMORE HEALTH CARE ACCESS, INC.** **\$ 25,000.00**

Account: 5000-530010-3080-295000-603051

The organization will operate a Project Health Family Help Desk at the Druid Health Clinic. The help desk will bring together interdisciplinary teams of health professionals, undergraduate volunteers and community advocates to provide eligible clients with accurate information about key community and government resources. These resources may include services such as Adult Education/GED/ESL/College Programs, Child Day Care, job training, job placement, housing/utilities/food assistance, and smoking cessation programs.

MINUTES

Health Dept. - cont'd

6. **HEALTH MANAGEMENT CONSULTANTS, INC.** **\$88,900.00**

Account: 5000-519209-3100-534000-603051

On June 17, 2009, the Board approved the agreement with the organization to provide technical assistance and training at School-Based Health Centers. The initial agreement was approved in the amount of \$166,620.00, for the period March 11, 2009 through June 30, 2009, with two additional renewal terms of one-year. This is the first renewal for the period July 1, 2009 through June 30, 2010.

The renewal of the agreement is late because the Grant Award was just finalized.

7. **CHASE BREXTON HEALTH SERVICES, INC.** **\$79,487.00**

Account: 4000-424510-3040-278136-603051

Chase Brexton Health Services, Inc. will maximize the quality of life for persons living with HIV/AIDS by providing to them coordinated, culturally appropriate mental health services which are integrated into the continuum of care with primary care medical services. The period of the agreement is July 1, 2009 through June 30, 2010.

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

MWBOO GRANTED A WAIVER.

MINUTES

Health Dept. - cont'd

8. **CASA DE MARYLAND, INC.** **\$ 1,600.00**

Account: 4000-428409-3050-283300-603051

The organization will facilitate the efforts of the Healthy Home Division's TOP initiative Promotores Program to raise awareness, increase prevention, and reduce incidence of lead poisoning among Baltimore City's Latino population. The organization will assist the Promotores Coordinators by providing a base for Promotores to store training supplies and provide space for training. The organization will guide Promotores in locating community members to train, display healthy homes educational materials, and assist clients in addressing healthy home concerns. The period of the agreement is April 1, 2009 through August 30, 2009.

The agreement is late because it was recently returned.

AMENDMENT TO AGREEMENT

9. **SOCIAL SOLUTIONS GLOBAL, INC.** **\$ 5,905.00**

Account: 1001-000000-3160-308000-605008

On January 14, 2008, the Board approved the original agreement with the organization to provide customized software and support for the Department's Operation Safe Kids Program, in the amount of \$5,005.00 for the period July 1, 2008 through June 30, 2009.

MINUTESHealth Department - cont'd

The Department is requesting an amendment to the license agreement in order to maintain services from July 1, 2009 through June 30, 2010. In addition, this amendment will also increase the agreement by \$5,905.00 to cover the costs of additional services. This amendment will make the total amount of the agreement \$10,910.00.

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 the amendment to agreement.

MINUTES

Health Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with The Johns Hopkins University, Bloomberg School of Public Health (JHU). The period of the agreement is July 1, 2009 through on June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$24,600.00 - 4000-422810-3080-284200-603051

BACKGROUND/EXPLANATION:

The Department serves as host agency for the Preventive Medicine Fellows Program for the JHU, Bloomberg School of Public Health. Under the terms of this agreement, the JHU will provide a preceptor to mentor selected residents during fiscal year 2010. The Preventive Medicine Fellow will work for and receive mentoring from the Department's Deputy Commissioner of Youth and Families and/or the Assistant Commissioner of the Division of Maternal and Child Health (MCH). The responsibilities may include conducting special projects related to a current issue for the MCH Division, such as; program evaluation, needs assessment, a data collection/interpretation project or implementation of a new strategy. In addition, the Preventive Medicine Fellow may assist with policy development; budget preparations at the division or program level; literature reviews and other information gathering to support program planning and policy development; and grant writing or other resource development.

The agreement is late because it was just completed.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with The Johns Hopkins University, Bloomberg School of Public Health.

MINUTES

Health Department - Grant Award Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant award agreement with the Governor's Office of Crime Control and Prevention. The period of the grant award is July 1, 2009 through June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 - 5000-518710-3160-308500-000000

BACKGROUND/EXPLANATION:

The funds will provide personnel salary support for the Department's Operation Safe Kids Court Program. The program is a problem-solving court model targeting youth in the juvenile justice system who are on probation and at-risk of out-of-home placement.

APPROVED FOR FUNDS BY FINANCE

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

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

MINUTES

Health Department - Grant Award Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant award agreement with the Minority AIDS Initiative Programs for Part A Grantees. The period of the agreement is August 1, 2009 through July 31, 2010.

AMOUNT OF MONEY AND SOURCE:

\$2,259,133.00 - 4000-427910-3040-278100-404001
4000-427910-3040-276900-600000

BACKGROUND/EXPLANATION:

The award will allow the Department to provide essential HIV/AIDS health care and other support services to those who lack or are only partially covered by health insurance. Covered services include physician visits, case management, assistance in obtaining medications, home-based and hospice care, substance abuse, mental health and other related services.

The award is being presented at this time because it was first received on August 13, 2009.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant award agreement with the Minority AIDS Initiative Programs for Part A Grantees.

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

The Board is requested to approve expenditures of funds to pay Class Act Catering, Inc. and Fun Depot Party Rentals. The expenditures of funds are for the FIT Family Festival and Rally for Healthy Babies. The festival will be held on Saturday, September 26, 2009 in Clifton Park.

AMOUNT OF MONEY AND SOURCE:

\$ 6,700.00 - Class Act Catering, Inc. (Lunch @\$12.00 p/p x 500 guests = \$6,000.00
8 Catering staff @ \$100.00 p/p - \$100.00 discount for City/Non-Profit Agencies = \$700.00)

11,128.50 - Fun Depot Party Rentals (Equip. fees - tents, tables, chairs) = \$10,828.50
Delivery fees = \$300.00

\$17,828.50 - 1001-000000-3080-288700-603050

BACKGROUND/EXPLANATION:

The FIT Family Festival and Rally for Healthy Babies is hosted by the Department, Baltimore City Healthy Start, Inc., and Jewel House, Inc. to raise awareness of infant mortality in Baltimore City. The festival will serve as the kick-off event to launch the Mayor's "Strategy to Improve Birth Outcomes". The Mayor is scheduled to speak at this community event that will reach approximately 500 Baltimore City residents.

MINUTES

Health Department - cont'd

This is an outdoor event that will feature various "villages" to educate the community on preconception/prenatal/and postpartum health, financial fitness, mental health, nutrition, and infant care.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expenditures of funds to pay Class Act Catering, Inc. and Fun Depot Party Rentals. The Mayor **ABSTAINED.** The President **ABSTAINED.**

MINUTES

Health Department - Sponsorship Luncheon and an
Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to authorize the Department to sponsor the 34th Retired and Senior Volunteer Program (RSVP) Recognition Luncheon and approve an expenditure of funds to pay Class Act Catering, Inc. The event will be held on Thursday, September 24, 2009.

AMOUNT OF MONEY AND SOURCE:

\$4,500.00	- Food (\$15.00 per person x 300 guests)
390.00	- Linens
810.00	- staff
<u>460.00</u>	- rentals
\$6,160.00	
- 420.00	- Discount
\$5,740.00	- 4000-4262-3110-306800-404014

BACKGROUND/EXPLANATION:

The RSVP is mandated by the grantor (the Corporation for National and Community Services) to annually recognize its volunteers in an official public capacity.

MINUTESHealth Department - cont'd

This program is one of the outreach programs under the Bureau of Adult and Geriatric Health Services, and will mark 34 years as a Baltimore City Health Department program. This program touches the lives of more than 2,000 senior citizens annually.

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 Department to sponsor the 34th Retired and Senior Volunteer Program (RSVP) Recognition Luncheon and approve an expenditure of funds to pay Class Act Catering, Inc. The President **ABSTAINED**. The Mayor **ABSTAINED**.

MINUTESHealth Department - Grant Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a grant agreement with the Cross Country Apartments, LLC. The Board is also requested to approve and authorize execution of the agreement and declarations of covenants and restrictions. The period of the grant agreement is effective upon Board approval for three years.

AMOUNT OF MONEY AND SOURCE:

\$87,008.00 - 4000-428008-3050-282900-603026

The grant amount is calculated in the amount of \$101,200.00 plus \$7,560.00 for storage and relocation costs (\$108,760.00 X 80% = \$87,008.00).

BACKGROUND/EXPLANATION:

The grantee, Cross County Apartments, LLC has applied to the City for a grant to undertake the lead hazard reduction work on 23 low-income rental units, as follows:

<u>Address</u>	<u>Scope of Work Amount</u>
3104-F Bancroft Road	\$ 2,660.00
3106-C Bancroft Road	\$ 3,970.00
3110-B Bancroft Road	\$ 1,245.00
3111-B Bancroft Road	\$ 6,400.00
3112-E Bancroft Road	\$ 2,800.00
3125-C Bancroft Road	\$ 515.00
3125-E Bancroft Road	\$ 4,835.00
3301-A Bancroft Road	\$ 5,205.00
3308-B Clarks Lane	\$ 5,645.00
3312-F Clarks Lane	\$ 1,255.00
3315-A Clarks Lane	\$ 4,315.00
3317-C Clarks Lane	\$ 5,715.00
3318-D Clarks Lane	\$ 5,800.00

MINUTES

Health Department - cont'd

<u>Address</u>	<u>Scope of Work Amount</u>
3319-C Clarks Lane	\$ 2,075.00
3320-C Clarks Lane	\$ 4,000.00
3320-E Clarks Lane	\$ 7,310.00
3321-C Clarks Lane	\$ 1,780.00
3324-C Clarks Lane	\$12,415.00
3328-A Clarks Lane	\$ 7,550.00
3329-E Clarks Lane	\$ 3,110.00
3332-A Clarks Lane	\$ 4,730.00
3335-B Clarks Lane	\$ 6,990.00
3335-C Clarks Lane	\$ 880.00

The grantee or its certified contractor will perform the services, provide the materials for the project on the properties, and agrees that the project will be subject to occupancy and rental covenants and restrictions in the form required by the City for a three-year period from the time the lead hazard reduction work is completed. The grantee is required to contribute at least 20% of the lead abatement costs.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreement with the Cross Country Apartments, LLC. The Board also approved and authorized execution of the agreement and declarations of covenants and restrictions.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Amount</u>
<u>Baltimore City Health Department</u>		
1. Catina Cureton Melinda McWilliams Jason Mecham La-Kia Davis	East Coast Animal Control Academy Westminster, MD Sept. 28 - Oct. 09, 2009 (Reg. Fee \$1,535.00 ea.)	\$6,140.00
2. Charles A. Baugh Gloria R. Wicks	2009 Fall Leadership Conf. Ocean City, MD Sept. 22 - 25, 2009	\$1,806.25

Baltimore Police Department

3. Cory M. Grochowski	American Eurocopter Training Grand Prairie, TX Sept. 13 - 18, 2009 (Reg. Fee \$5,980.00)	\$7,470.70
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The Police Department is requesting the Board to approve additional funds for a six-day car rental in the amount of \$288.50. A rental car will be needed because the lodging is 4.6 miles from the training facility. The additional amount has been included in the total.

If official City business at the event site will require extensive inspection trips, tours, or other unusual but necessary land travel, the Board of Estimates must approve funds for such expenses in advance of the trip. (AM-240-8)

Circuit Court for Baltimore City

4. Ronna Jablow	Adult Guardianship/Family Caregiver Mediation Training Ann Arbor, MI Sept. 30 - Oct. 03, 2009 (Reg. Fee \$ 675.00)	\$1,299.20
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MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Amount</u>
<u>Department of Transportation</u>		
5. Anna Ricklin	Walk 21 New York, NY Oct. 06 - 09, 2009 (Reg. Fee \$425.00)	\$1,957.00
<u>Baltimore Homeless Services</u>		
6. Gloria J. Townsend Susan Olubi	2009 National Human Services Data Consortium Fall Conf. Providence, RI Oct. 14 - 17, 2009 (Reg. Fee \$300.00 ea.)	\$2,133.38
<u>Department of Public Works</u>		
7. Kishia L. Powell	Water Environment Federation's 2009 Annual Technical Conf. and Exhibition Orlando, FL Oct. 10 - 14, 2009 (Reg. Fee \$875.00)	\$2,373.12
<p>The allowed per diem for this area is \$158.00 per day. The hotel rate is \$150.00 per night plus a \$20.25 tax. The Department is requesting an additional \$32.00 per day to cover the expense of meals and incidentals. The additional amount has been included in the total.</p>		
<u>Baltimore City Fire Department</u>		
8. Vaughn Kaszak Keith Kordaz Avery Thurman Charles Dwyer Reginald Cole Carroll White	CSX Transportation Training Pueblo, CO Sept. 27 - Oct. 02, 2009	\$2,309.20

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Amount</u>
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Baltimore City Fire Department - cont'd

The Fire Department is requesting the Board to approve additional funds for a six-day car rental in the amount of \$405.09. A rental car is required to transport participants to and from the airport in Denver, CO and the training venue in Pueblo, CO. The additional funds have been included in the total.

If official City business at the event site will require extensive inspection trips, tours, or other unusual but necessary land travel, the Board of Estimates must approve funds for such expenses in advance of the trip. (AM-240-8)

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

ABSTAINED on Item No. 7.

MINUTES

Department of Transportation - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with the State of Maryland, Department of Transportation, Maryland Transit Administration (MTA).

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - 9950-908980-9509

BACKGROUND/EXPLANATION:

The purpose of this grant agreement is to provide funds for the purchase and installation of eighty Customer Information Pylons in Baltimore City including Next Vehicle Arrival Signs.

APPROVED FOR FUNDS BY FINANCE

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

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

MINUTES

Department of Transportation - Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to an agreement with the University of Baltimore. The amendment extends the period of the agreement through January 28, 2010 and allows the agreement to be extended for up to six months upon approval by the Board.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On January 28, 2009 the Board approved an agreement with the University of Baltimore Jacob France Institute of the Merrick School of Business (JFI). The Department and the JFI wish to amend the agreement to extend the period through January 28, 2010. The extension is necessary to continue the analysis of the economic, employment and occupational impacts of the construction of the proposed Red Line mass transit route. The analysis will determine the estimated number of jobs that would be created by the Red Line project and related available workforce information. The revised expiration date will be January 28, 2010.

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

MINUTES

Department of Transportation - Task Assignment No. 4

ACTION REQUESTED OF B/E:

The Board is requested to approve assignment of task no. 4 to Sabra, Wang & Associates, Inc., under Project No. 1074, On-Call Consultant Services Reconstruction, Rehabilitation and/or Resurfacing.

AMOUNT OF MONEY AND SOURCE:

\$162,121.46 - 9950-902071-9512-900020-703032

BACKGROUND/EXPLANATION:

Under Project No. 1074, task no. 4, Sabra, Wang & Associates, Inc. will perform final work for the South East Intersection Improvements: Boston Street at Clinton Street; Boston Street at Ponca Street; and O'Donnell Street from Ponca Street to Interstate Avenue. The work will include resurfacing, stripping lane additions, and widening and signalization improvements.

MWBOO SET GOALS OF 24% FOR MBE AND 14% FOR WBE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved assignment of task no. 4 to Sabra, Wang & Associates, Inc., under Project No. 1074, On-Call Consultant Services Reconstruction, Rehabilitation and/or Resurfacing.

MINUTES

Department of Transportation - Task Assignment No. 9

ACTION REQUESTED OF B/E:

The Board is requested to approve assignment of task no. 9 to KCI Technologies, Inc., under Project No. 1074, On-Call Consultant Services Reconstruction, Rehabilitation and/or Resurfacing.

AMOUNT OF MONEY AND SOURCE:

\$256,097.36 - 9950-903101-9508-900020-703032

BACKGROUND/EXPLANATION:

Under Project No. 1074, task no. 9, KCI Technologies, Inc. will provide design of the reconstruction of Shell Road from E. Patapsco Avenue to Chesapeake Avenue, Vera Street from Chesapeake Avenue to Frankfurst Avenue, Fairfield Road from Patapsco to Chesapeake and Sun Street from Chesapeake Avenue to Dead End for the roadways improvement of Fairfield Ecological Industrial Park.

MWBOO SET GOALS OF 22% FOR MBE AND 7% FOR WBE.

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

MINUTES

Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$256,097.36	9950-904101-9509	9950-903101-9508-3
MVR	Constr. Res. Fairfield Ecologi- cal Industrial Park	Design & Studies Fairfield Ecologi- cal Industrial Park

The transfer will provide funds to cover the costs associated with the assignment of task no. 9 to KCI Technologies, Inc., under Project No. 1074, Design Services for Fairfield Ecological Industrial Park.

UPON MOTION duly made and seconded, the Board approved and authorized execution of assignment of task no. 9 to KCI Technologies, Inc., under Project No. 1074, On-Call Consultant Services Reconstruction, Rehabilitation and/or Resurfacing. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Transportation - Task Assignment No. 10

ACTION REQUESTED OF B/E:

The Board is requested to approve assignment of task no. 10 to Century Engineering, In c., under Project No. 1074, On-Call Consultant Services Reconstruction, Rehabilitation and/or Resurfacing.

AMOUNT OF MONEY AND SOURCE:

\$153,389.55 - 9950-906331-9527-900020-703032

BACKGROUND/EXPLANATION:

Under Project No. 1074, task no. 10, Century Engineering, Inc. will provide consultant services to prepare the utility assessment at the Old Town Mall Gay Street re-opening.

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

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

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

MINUTES

Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$168,453.10	9950-903331-9528	9950-906331-9527-3
MVR	Constr. Res. Old Town Mall Streetscape	Design & Studies Old Town Mall Streetscape

The transfer will provide funds to cover the costs associated with the assignment of task no. 10 to Century Engineering, Inc., under Project No. 1074, Preparation of the utility assessment at the Old Town Mall Gay Street re-opening.

UPON MOTION duly made and seconded, the Board approved and authorized execution of assignment of task no. 10 to Century Engineering, Inc., under Project No. 1074, On-Call Consultant Services Reconstruction, Rehabilitation and/or Resurfacing. 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**CITY COUNCIL BILL**

09-0361 - Sale of Property - the Former Beds of Two Portions of Penn Street for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in certain parcels of land known as the former beds of two portions of Penn Street and no longer needed for public use; and providing for a special effective date.

The Department of Public Works supports passage of City Council Bill 09-0361 provided the companion closure ordinance 09-0360 is approved.

ALL REPORTS RECEIVED WERE FAVORABLE.

UPON MOTION duly made and seconded, the Board approved Bill No. 09-0361 and directed that the bill be returned to the City Council with the recommendation that it also be approved by that Honorable Body. The President **ABSTAINED.**

MINUTES

Bureau of Water and Wastewater - Task Assignment No. 33

ACTION REQUESTED OF B/E:

The Board is requested to approve assignment of task no. 33 to Johnson, Mirmiran & Thompson, Inc., under Project No. 1030, On-Call Consultant Services, Construction Management Services.

AMOUNT OF MONEY AND SOURCE:

\$154,937.20 - 9956-905527-9551-900010-705032

BACKGROUND/EXPLANATION:

Johnson, Mirmiran & Thompson, Inc. will provide construction management services on SC. No. 845-ENR at Patapsco Wastewater Treatment Plant.

THE TRANSFER OF FUNDS WAS APPROVED BY THE BOARD ON AUGUST 19, 2009.

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

UPON MOTION duly made and seconded, the Board approved assignment of task no. 33 to Johnson, Mirmiran & Thompson, Inc., under Project No. 1030, On-Call Consultant Services, Construction Management Services.

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 amendment no. 3 to agreement with Rummel, Klepper & Kahl, LLP, for Project No. 1027. The amendment no. 3 extends the period of the agreement through September 19, 2010.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - Various depending individual task assignments

BACKGROUND/EXPLANATION:

The agreement with the consultant was approved by the Board on September 20, 2006. The project is currently for three years with a total contract upset limit of \$2,000,000.00. The amendment will revise the contract to be for a four year duration with an upset limit of \$2,500,000.00.

This amendment no. 3 to the agreement increases the upset amount by \$500,000.00 and will make the total amount of the agreement \$2,500,000.00.

MBE/WBE PARTICIPATION:

The consultant will comply with MBE/WBE goals of 21% and 7% respectively, established in the original agreement. The consultant will comply with Ordinance 610 for the aggregate amount of this project.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 3 to agreement with Rummel, Klepper & Kahl, LLP, for Project No. 1027.

MINUTES

Bureau of Water and - Amendment to Agreement
Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to agreement with KCI/Sanborn Joint Venture Partnership, LLC., for Project No. 1051, Updates to Existing Planimetric and Topographic Basemap for Utilities. The amendment extends the agreement for two months or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

No additional funds required.

BACKGROUND/EXPLANATION:

On January 23, 2008, the Board approved the original agreement with the Joint Venture to provide services. The original term of the agreement was for 18 months.

In order to continue providing these services, the Bureau is requesting to extend the agreement for two months or until the upset limit is reach, whichever occurs first.

The consultant was originally approved by the Office of Board and Commissions and the Architectural and Engineering Awards Commissions.

MINUTES

BW&WW - cont'd

MBE/WBE PARTICIPATION:

The consultant will comply with all terms and conditions of the M/WBE programs in accordance with Baltimore City Code, Article 5, Subtitle 28.

AUDITS NOTED THIS NO-COST TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment to agreement with KCI/Sanborn Joint Venture Partnership, LLC., for Project No. 1051, Updates to Existing Planimetric and Topographic Basemap for Utilities.

MINUTES

Bureau of Water and - Expenditure of Funds
Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the expenditure of funds to pay the Baltimore Gas & Electric Company (BGE).

AMOUNT OF MONEY AND SOURCE:

\$1,804.18 - 1936 Druid Hill Avenue
759.39 - 2621 Talbot Road
3,687.97 - 3600 Brooklyn Avenue
\$6,251.54 - 9956-903341-9551-900020-706078

BACKGROUND/EXPLANATION:

In order to complete sewer pipe repairs on SC 873, it was necessary for the BGE crews to brace their electric poles to facilitate the scheduled restorations at 1936 Druid Hill Avenue, 2621 Talbot Road, and 3600 Brooklyn Avenue.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds to pay the Baltimore Gas & Electric Company.

MINUTES

Bureau of Water and - Expenditure of Funds
Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the expenditure of funds to pay the Baltimore Gas & Electric Company (BGE).

AMOUNT OF MONEY AND SOURCE:

\$14,726.05 - 9956-906636-9551-900020-706063

BACKGROUND/EXPLANATION:

In order to install new sewer main under SC 839RR, it was necessary to install a temporary utility pole and transfer all primary and secondary wires at 2800 Falls Road and 29th Street.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds to pay the Baltimore Gas & Electric Company.

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:

3490 - 3502

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Transfers of Funds was 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 President **ABSTAINED** on Item nos. 7 and 9.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation

1.	TR 10007, Recon- struction of Alleys in North- Southeast	M. Luis Construction Company, Inc.	\$744,624.05
	MBE: P&J Contracting Company, Inc.	\$203,000.00	27.26%
	WBE: Fallsway Construction Company, LLC	\$ 75,000.00	10.07%

MWBOO FOUND VENDOR IN COMPLIANCE.

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$475,883.83	9950-909200-9504	
State Constr. Loan	Constr. Res. - Alleys	
380,433.83	" "	
Others		
<u>\$856,317.66</u>		
\$744,624.05	-----	9950-909433-9504-6
		Struc. & Improv.
74,462.41	-----	9950-909433-9504-5
		Inspections
<u>37,231.20</u>	-----	9950-909433-9504-2
		Contingencies
\$856,317.66		

This transfer will cover the costs associated with the award of Contract No. TR 10007, to M. Luis Construction Co., Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

3.	B50001159, Pneumatic Tire Forklift	Vince's Sales and Service, Inc.	\$ 58,884.00
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MWBOO GRANTED A WAIVER.

4.	B50001177, Sewage Pumping & Disposal Services	Good Shepherd Septic Services, Inc.	\$ 45,000.00
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MWBOO GRANTED A WAIVER.

5.	B50001176, Provide Driver Motor Vehicle Information	Data Ticket, Inc.	\$ 38,760.00
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MWBOO GRANTED A WAIVER.

6.	B50001099, Refugee Vocational Training & Employment Services	Lutheran Social Services of the National Capital Area	\$394,766.00
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MWBOO SET GOALS OF 0% MBE and 0% WBE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

7. B50001020, Manage, M.C. Dean, Inc. Revenue
Operate and Maintain Contract
Telecommunications
Systems for the Baltimore
Convention Center

MWBOO GRANTED A WAIVER. HOWEVER THE VENDOR AGREED TO PROVIDE THE FOLLOWING MBE/WBE PARTICIPATION.

MBE: Crawford Technical Services	\$ 20,000.00
CommDEX Consulting	\$ 75,000.00
WBE: Maryland Toll Call	\$ 60,000.00
Broadway Electric	\$200,000.00

A LETTER OF PROTEST WAS RECEIVED FROM PORT NETWORKS.

A LETTER OF PROTEST WAS RECEIVED FROM SMART CITY.

President: "Moving to the non-routine agenda, we have one protest that is here and that is Page 76 #7. As the Deputy Comptroller mentioned, this is one of the items from which I am ABSTAINING. So, we have two protestants, this is Port Networks and Smart City. Please come forward. I believe we received Port Networks protest first?"

Mr. Joe Mazza, Acting City Purchasing Agent: "I think that would be appropriate. Just to start, I am Joe Mazza, Acting City Purchasing Agent. We are recommending award for B50001020,

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Purchases - B50001020

which is Manage, Operate and Maintain Telecommunications Systems for the Baltimore Convention Center. The bids were opened or the proposals were opened on July 22. Three were received. One was rejected due to an improper bid bond and the other two proposals -- we are recommending the award to the highest score, which was M.C. Dean, Inc. This is a five year contract with one 5-year renewal option and there is no dollar amount indicated because it is a revenue contract."

President: "Thanks. Port Networks."

Mr. Hugh Bethell, General Manager, Port Networks: "Would you like me to go into details?"

President: "Yes. This is your opportunity to present your argument."

Mr. Bethell: "We are a first-time bidder for City business. Our bid was the one rejected for an improper revenue bond. I pointed out in the letter to the Board of Estimates that at the time that we were preparing our bid, we had inquired of the

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Purchases - B50001020

Bureau of Purchasing whether there were any restrictions as to acquire the bid bond. We received a reply that says 'you can choose the company of your choice'. At that time we prepared a bid bond that was later rejected, and we raised the issue that it was rejected on the basis that it was not on the list of approved surety bond issuers. If we had been provided that information at the time of our bid, we would have gone a different route. I just wanted to bring it to your attention that this was not a great way of supporting a small business in Baltimore."

President: "Are there any questions? Thank you. Smart City."

Ms. Janet Smith, Smart City Networks: "Good morning. I actually have a letter here for you madam, from the President, Mark Haley.

He is unable to attend today. I am here to represent Smart City along with Mr. Rollins, to assist with the information."

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Purchases - B50001020

President: "This is your opportunity to present your protest."

Mr. Wayne Frazier: "Madam Chair, Honorable Board, we are protesting--."

President: "Name for the record please."

Mr. Wayne Frazier: "My name is Wayne Frazier, with the Maryland, Washington Minority Contractors Association. I am here representing Smart City, along with Ms. Smith, because we feel that the review panel who reviewed the submission by Smart City erred in several ways, in determining the final outcome. We respectfully request that the decision be put off today and allow time for a review, a thorough review with an interview with representatives from Smart City. So, that all of the issues that were raised in the protest letter will be brought out, at that point."

President: "Any questions?"

City Solicitor: "No. But, I assume that Mr. Mazza will respond or address the issues raised in the protest letter."

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Purchases - B50001020

Mr. Mazza: "Yes Sir, if you would like me to?"

City Solicitor: "I would."

Mr. Mazza: "I would be happy to. Basically, four items in the protest letter; the first was that the price evaluation was flawed. The price that we arrived at in our evaluation was lower than the price submitted by the protestor. This was not a mathematical comparison of prices, because these prices depend on subjective judgments about the likelihood of the revenue that the vendors project. The vendors project revenues and they also provide us with a percentage that the City would receive. In the case of M.C. Dean, the City receives 35% of the projected revenues. In the case of Smart City, the percentage is less. I don't quite remember the numbers, but it is less than 35%. It is a sliding scale and at every point it is less than 35%. So, the only way for them to provide higher revenues to the City is if they project much, much higher revenues than M.C. Dean did."

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Purchases - B50001020

Since our cut is lower. If you take it at face value, the number that they said we should have used, which is \$2,100,000.00, if we take that at face value, that would be our cut even, still, they don't overcome the technical score. In fact, they would have to provide \$2,635,000.00 in order overcome the technical score, and the Board, excuse me the Evaluation Committee felt that that was not realistic expectation. So, however you look at the prices, the recommended vendor has the superior proposal. The other three items go to the technical score, and the first had to do with experience with an order management system, that they claim that they have and that M.C. Dean does not have. It is true that M.C. Dean does not operate an order management system right now at the Convention Center, but all of that was considered by the Evaluation Committee. M.C. Dean is the incumbent and has been in that position for 10 years, over 10 years now on a contract that was awarded by the State. So, the Evaluation Committee is well acquainted with their qualifications. The next move is the viability of the

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Purchases - B50001020

bidder's organization. The protestor claims that their balance sheet shows that they are a more stable company. The Evaluation Committee compared the balance sheets, drew on the accounting expertise within the Baltimore City Convention Center to also review that, and their determination was that the viability of the protesting vendor was superior. The last is, telecom experience listing many major events, super bowls and those sort of things that the other company has done. The Evaluation Committee considered everything that was before them. If the protestor wishes an oral presentation to present additional information, well that information should have been in the proposal in the first place. Because it is very clear in the proposal that an oral evaluation or oral presentation is at the discretion of the Evaluation Committee. If they feel they don't need one, they don't have to have one and that was their judgment."

President: "Can you address the Port Networks bid bond issue?"

Mr. Mazza: "Certainly, I would be happy to. I will call on the Law Department. We never saw the proposal in person."

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Purchases - B50001020

Ms. Erin Sher, Law Department: "This is a simple situation where State law requires the bid bond to be created by a surety, and the law is very clear it has to be certified by the Maryland Insurance Administration and; if the surety is not, they don't become a surety. Therefore, the bid bond was not actually a bid bond and the Charter requires that all bonds must accompany the proposal. Since this was not accompanying, nothing that can be done later could correct the fact that it was not an actual bid bond written by an actual surety."

City Solicitor: "This is not a situation, I take it, where there is some approved list that is anything that is other than the list of licensed sureties."

Ms. Sher: "That is correct. It is not a City list."

President: "Or a State list?"

Ms. Sher: "It is just the State law that says that these have followed the Code and have become surety, that's all."

President: "Any other questions? Is there a Motion?"

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Purchases - B50001020

City Solicitor: "I would MOVE the rejection of both bid protests and the acceptance of the recommendation of the Department of Purchasing."

Director of Public Works: "Second."

President: "All those in favor, say AYE. All opposed. Motion carries. Thank you very much."

* * * * *

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

8. B50001062, Men's Healthcare Outreach Program Manna House, Inc. \$130,000.00

MWBOO SET GOALS OF 10% MBE AND 10% WBE. MWBOO FOUND VENDOR IN NON-COMPLIANCE. HOWEVER, AWARD IS RECOMMENDED SUBJECT TO THE VENDOR CORRECTING MINOR TECHNICAL DEFICIENCIES AND COMING INTO M/WBE COMPLIANCE WITHIN 10 DAYS OF THE AWARD.

MBE: ¹Just 4U Transit, LLC \$18,000.00

WBE: ¹Towson Medical Equipment Co., Inc. \$ 3,835.00
¹Copy Cat Printing \$ 2,950.00
¹Specialty Marketing & Printing Services \$12,000.00

¹The bidder did not indicate a subcontract percentage of total contract on Part C: Statement of Intent form.

²Bidder did not submit Part B: MBE Participation Disclosure Form or Part B: WBE Participation Disclosure Form.

9. B50001136, Paper & Soap Supplies for the Baltimore Convention Center Acme Paper & Supply Company \$ 52,562.50

MWBOO GRANTED A WAIVER.

10. B50001162, Extruded Street Name Sign Blanks Garden State Highway Products, Inc. \$ 35,700.00

MWBOO GRANTED A WAIVER.

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

11.	B50001164, Crew Cab Pickup Trucks With Lift Gates	Apple Ford	\$122,031.00
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MWBOO GRANTED A WAIVER.

12.	B50001180, Revolution Traffic Cones	National Capital Industries	\$ 46,440.00
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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

- | | | |
|--|-------------|-------------|
| 1. F.L. ANDERSON | \$13,000.00 | Low Bid |
| Solicitation No. 07000 - Fire Suspenders - Fire Department -
Req. No. R530352 | | |
| 2. DAS SOLUTIONS, LLC | \$10,795.00 | Low Bid |
| Solicitation No. 07000 - Hydraulic Drive - Department of
Public Works - Req. No. R531111 | | |
| 3. DATA UNLIMITED | \$ 8,986.95 | Sole Source |
| Solicitation No. 08000 - Program Server and Software - Police
Department - Req. No. R528671 | | |

The vendor is the sole source of this proprietary software.

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|--|-------------|-------------|
| 4. COMMONHEALTH
CONTROL CORP. | \$ 5,250.00 | Sole Source |
| Solicitation No. 08000 - On Site Training for Concept
Programming - Department of Public Works - Req. No. R531755 | | |

The vendor is the sole source of training for this proprietary software for the Baltimore area.

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| 5. AMES, INC. | \$12,976.00 | Sole Source |
| Solicitation No. 08000 - Tigerflow Pump - Department of Public
Works - Req. No. R530729 | | |

The requirement is for the replacement of installed equipment and the vendor is the sole authorized representative for these pumps in MD.

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|---|-------------|-----------------|
| 6. ALL ABOUT BOOKS | \$15,161.41 | Selected Source |
| Solicitation No. 06000 - Reach Out and Read National
Children's Books - Health Department - Req. No. R526301 | | |

The vendor is an authorized "Reach Out and Read" distributor and as such provides authorized books at 42%-65% off retail prices. It also offers free storage and a rebate program of free books tied to dollar amount spent.

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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| 7. SHERWOOD-LOGAN
AND ASSOCIATES | \$17,444.00 | Sole Source |
| Solicitation No. 08000 - Parts for Hayward Gordon Pumps -
Department of Public Works - Req. No. R531140 | | |

The vendor is the exclusive distributor of the replacement pumps and parts needed.

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|---|-------------|-------------|
| 8. GEIGER PUMP AND
EQUIPMENT COMPANY | \$ 5,596.00 | Sole Source |
| Solicitation No. 08000 - Suction Cover and Casing Gasket -
Department of Public Works - Req. No. R530335 | | |

The vendor is the sole authorized distributor of the units and parts needed for compatibility with installed equipment.

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|--|-------------|-----------------|
| 9. EATON ELECTRICAL, INC. | \$ 6,241.00 | Selected Source |
| Solicitation No. 06000 - Uninterrupted Power Supplies -
Department of Public Works - Req. No. R531240 | | |

The vendor is the sole authorized distributor of the units needed for compatibility with installed equipment.

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| 10. SOCIAL SOLUTIONS | \$10,745.00 | Selected Source |
| Solicitation No. 06000 - Software Renewal - Health Department
- Req. No. R530214 | | |

The vendor is the sole source of this proprietary software.

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| 11. UNIVERSAL SOFTWARE, INC. | \$ 6,000.00 | Sole Source |
| Solicitation No. 08000 - Maintenance Agreement - Police
Department - Req. No. R528489 | | |

The vendor is the sole source 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

12. INSTRUCTIONAL
TECHNOLOGY, INC. \$ 6,425.00 Sole Source
 Solicitation No. 08000 - Software Licenses - Mayor's Office of
 Employment Development - Req. No. R529960

The vendor is the sole source of this proprietary software.

13. MARYLAND FIRE EQUIPMENT \$24,048.00 Low Bid
 Solicitation No. 07000 - Helmets - Fire Department - Req. No.
 R531891

14. LBS CORPORATION \$ 6,480.00 Sole Source
 Solicitation No. 08000 - Air Compressor Testing - Fire
 Department - Req. No. R529116

This vendor is the sole authorized representative to maintain
 and service this currently installed equipment.

15. LEONARD PAPER CO. \$10,562.34 Low Bid
 Solicitation No. B50001189 - Provide Various Paper Products -
 Enoch Pratt Free Library - Req. No. R524555

16. TAMIS CORPORATION \$21,220.00 Low Bid
 Solicitation No. B50001195 - Traffic Cones - Department of
 Transportation - Req. No. R530298

17. FLOW-TECH, INC. \$20,000.00 Sole Source
 Solicitation No. 08000 - Instrumentation Parts - Department of
 Public Works - Req. No. R531103

This vendor is the sole authorized representative for Maryland
 to maintain and service this currently installed equipment.

18. MASON-DIXON FIRE EQUIPMENT \$13,889.70 Low Bid
 Solicitation No. B50001191 - Fire Foam - Fire Department -
 Req. No. R530770

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

19. THERMO ELECTRON
 NORTH AMERICA LLC \$ 7,696.48 Sole Source
 Solicitation No. 08000 - Support Plan and Software Upgrade -
 Police Department - Req. No. R531003

The vendor is the sole source of this proprietary software.

20. DAYSTAR COMPUTER
 SYSTEMS, INC. \$15,656.00 Sole Source
 Solicitation No. 08000 - Software Updates and Maintenance -
 Office of City Council President - Req. No. R531875

The vendor is the sole source of this proprietary software.

21. QWICK KURB, INC. \$16,654.87 Low Bid
 Solicitation No. B50001197 - Various Flex Posts - Department
 of Transportation - Req. No. R530107

22. ADVANCE SCALE OF MD \$17,200.00 Only Bid
 Solicitation No. B50001196 - Preventative Maintenance for
 Truck Sales - Department of Public Works - Req. No. R530678

23. CUMMINS-ALLISON CORP. \$ 5,775.00 Sole Source
 Solicitation No. 08000 - Currency Machines Maintenance and
 Support - Department of Finance - Req. No. R531230

The vendor is the sole provider of the annual maintenance and support for the equipment and proprietary software for the currency machines for the Bureau of Revenue Collections.

24. J & B SOFTWARE, INC. \$ 7,974.00 Sole Source
 Solicitation No. 08000 - J & B Software Maintenance -
 Department of Finance - Req. No. R531459

The vendor is the sole source 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

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|---|--------------|-------------|
| 25. ART GENERAL CONTRACTORS | \$10,000.00 | Low Bid |
| Solicitation No. B50001186 - Bulk Food Supply - Health Department - Req. No. R528795 | | |
| 26. TIBURON INC. | \$119,900.00 | Sole Source |
| Solicitation No. 08000 - EMT Tracking System Upgrade - Fire Department - Req. No. R529243 | | |

This upgrade to the Fire Department's EMT tracking system will allow it to better track and deploy equipment to various areas visually. The vendor is the manufacturer and sole distributor in Maryland.

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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| 27. KIDSMART SOFTWARE | \$ 43,725.00 | Sole Source |
| Solicitation No. 08000 - Renewal of SmartNet Hosting - Mayor's Office of Employment Development - Req. No. R517617 | | |

The vendor is the sole provider of this proprietary software used by the Mayor's Office of Employment Development.

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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| 28. FLOW CONTROLS, INC. | \$ 80,000.00 | Sole Source |
|-------------------------|--------------|-------------|
- Solicitation No. 08000 - Replacement Parts for Instruments -
Department of Public Works, Bureau of Water and Wastewater -
Req. No. R531106

The requirements for these parts are specific and unique because they must be compatible and interchangeable with existing equipment. The vendor is the manufacturer's sole representative in this area.

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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| 29. BIO-KEY INTERNATIONAL | \$113,645.00 | Sole Source |
|---------------------------|--------------|-------------|
- Solicitation No. 08000 - Maintenance and Support for Software
- Police Department - Req. No. R529439

The vendor is the sole provider of maintenance support for the proprietary MobileCop and PocketCop software systems in use at the Police 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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| 30. AHURA SCIENTIFIC, INC. | \$100,000.00 | Sole Source |
| Solicitation No. 08000 - Portable Chemical Identifier - Fire Department - Req. No. R532251 | | |

The two chemical identifiers needed by the Fire Department are proprietary and are only available from this vendor, who is the sole manufacturer and sole distributor.

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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| 31. APPLIED BIOSYSTEMS | \$ 42,500.00 | Sole Source |
| Solicitation No. 08000 - Bundled Software and Equipment for the Crime Lab - Police Department - Req. No. R530113 | | |

The requested software and equipment are currently being used by the Police Department Crime Lab and must conform to the laboratory's quality assurance and technical protocols. The vendor is the manufacturer and sole distributor of this proprietary software system and certified equipment.

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

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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| 32. PRO-FIX MEDICAL REPAIR
AND SALES | \$ 60,000.00 | Sole Source |
| Solicitation No. 08000 - Stretcher Repair - Fire Department -
Req. No. R531986 | | |

The vendor is the manufacturer's sole authorized repair and service provider in this area for the stretchers currently in use 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 service is recommended.

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| 33. LIBERTY DISCOUNT
LAWN EQUIPMENT | \$ 0.00 | Renewal |
| Solicitation No. B50000663 - Sthil Landscaping Equipment and
Replacement Parts - Department of Transportation - Req. Nos.
Various | | |

On October 1, 2008, the Board approved the initial award in the amount of \$50,000.00. The award contained four 1-year renewal options at the sole discretion of the City. Authority is requested to exercise the first of four 1-year renewal options.

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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| 34. <u>IBM CORPORATION</u> | <u>\$278,700.00</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - IBM Software Maintenance Support and Licensing - Mayor's Office of Information Technology - Req. Nos. R530229 | | |

The initial award was approved by the Board on September 17, 2008 in the amount of \$40,000.00. IBM Corporation is the sole provider of licenses and maintenance for software that is currently in use at the Mayor's Office of Information Technology.

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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| 35. <u>LEROY MARVIN BROWN</u> | | |
| <u>T/A FAMILY INN BAKERY</u> | | |
| <u>& DELI</u> | <u>Revenue</u> | <u>Agreement</u> |
| Solicitation No. 06000 - Concession Services - Department of Recreation and Parks - P.O. No. P508761 | | |

The Board is requested to approve and authorize execution of an agreement with Leroy Marvin Brown t/a Family Inn Bakery & Deli. The period of the agreement is June 24, 2009 through December 15, 2009.

The vendor will provide concession services at the Shake and Bake Family Fun Center.

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

36. CITIZENS PHARMACY

SERVICES	\$ 50,000.00	Renewal
Solicitation No. 08000 - Medications - Health Department - Req. No. R528839		

The initial award was approved by the Board on September 17, 2008 in the amount of \$40,000.00. The vendor is a licensed pharmacy that is authorized to repackage and label prescription drugs from large dose bottles into multiple smaller, labeled and sealed, child-proof vials. These services are unique in that they have not been offered by any other pharmacy. The award contained an option to renew at the sole discretion of the City. This renewal is for the period September 17, 2009 through September 16, 2010 in the amount of \$50,000.00.

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

37. DUKE'S ROOT

CONTROL, INC.	\$400,000.00	Increase
Solicitation No. BP-08003 - Sewer Line Chemical Root Control Application - Department of Public Works, Bureau of Water and Wastewater - Req. No. R514955		

On October 24, 2007, the Board approved the initial award for three years in the amount of \$210,000.00. Subsequent actions have been approved by the Board. This increase in the amount of \$400,000.00 is required for the fiscal year 2010 service, making the award amount \$1,306,080.00.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 38. ONCO DIAGNOSTIC SERVICES, INC. | \$88,000.00 | Renewal |
| Solicitation No. BP-06165 - Cytology Testing Services - Health Department - Req. Nos. R531833 & 531307 | | |

On August 30, 2006, the Board approved the initial award in the amount of \$49,700.00. The award contained renewal options at the sole discretion of the City. Subsequent actions have been approved by the Board. This renewal is for the period October 1, 2009 through September 30, 2010.

MWBOO GRANTED A WAIVER.

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|---|--|--------------------------|
| 39. BIO-RAD LABORATORIES, DIAGNOSTIC GROUP | \$ 3,822.00
51,850.00
<u>\$55,672.00</u> | Ratification
Increase |
| Solicitation No. 08000 - HIV Test Kits - Health Department - Req. No. R515071 | | |

On March 11, 2009 the Board approved the initial award for HIV Test Kits on a sole source basis in the amount of \$15,240.70 to Bio-Rad Laboratories. Due to a software bug in CitiBuy's internal controls, (which has been since corrected) the purchase order was overspent by \$3,822.00. Due to an increase in the agency's needs, an increase in the amount of \$51,850.00 is necessary, making the revised award amount \$70,912.70.

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

40. <u>LONG FENCE COMPANY</u>	<u>\$400,000.00</u>	<u>Increase</u>
BP 07103 - Requirements to Furnish and Install Various Types of Fence System - Departments Various - Req. Nos. Various		

On March 14, 2007, the Board approved the initial award, in the amount of \$427,868.24. Subsequent actions have been approved. Due to an increase in usage, this increase in the amount of \$400,000.00 is needed, making the total award \$1,377,868.24.

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 SET GOALS OF 15% MBE AND 3% WBE.

MBE: Pioneer Contracting Company, Inc. 15%

WBE: Warwick Supply and Equipment Co. 3%

MWBOO FOUND VENDOR IN COMPLIANCE.

41. <u>HARMON, INCORPORATED</u>	<u>\$ 75,000.00</u>	<u>Increase</u>
Solicitation No. 08000 - Furnish and Install Glass - Baltimore Convention Center - Req. Nos. Various		

On June 20, 2007, the Board approved the initial award, in the amount of \$13,852.00. Subsequent increases have been approved. The vendor is the manufacturer's sole authorized source for providing the specialized services and the patented glass. Due to an increase in usage, authority is requested to increase the amount by \$75,000.00, making the total award \$205,137.00.

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

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.

42. PEARCE FINANCIAL,	\$ 27,129.69	Ratification
THE TRIDENT GROUP	37,981.56	Term Order
	<u>\$ 65,111.25</u>	

Solicitation No. 06000 - Provide Non-Uniformed Armed Security Guards - Health Department - Req. No. R528994

On May 19, 2004, the Board approved the initial award for BP04128 in the amount of \$130,222.50. Subsequent renewals were approved by the Board. On July 23, 2008, the Board approved a ratification and term order through June 30, 2009. The term order was to allow this requirement to be bid out.

Due to workload adjustments within the Bureau of Purchases, the solicitation has been delayed and the contract expired July 1, 2009. However, the vendor continues to supply the services to meet ongoing agency needs. It is requested that the contract be ratified to cover the expenditures of \$27,129.69 for the period of July 1, 2009 through September 15, 2009. It is also requested that the term order be approved in the amount of \$37,981.56 for the period September 16, 2009 through December 31, 2009.

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

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 SET GOALS OF 0% MBE AND 0% WBE.

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts, extensions, and the agreement. The President **ABSTAINED** on Item Nos. 20 and 41.

MINUTES

Employees' Retirement System (ERS) - Amendment to Securities Lending Authorization Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to the Securities Lending Authorization Agreement with The Bank of New York Mellon.

AMOUNT OF MONEY AND SOURCE:

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

Pursuant to this Amendment, cash collateral generated by the loan of ERS securities would be invested by The Bank of New York Mellon, the ERS' lending agent, in BNY Mellon's Pooled Employees' Securities Lending Overnight Fund and will generate securities lending revenues for ERS with less risk than the existing pooled collateral fund.

On February 17, 1999, Mellon Bank (the predecessor to The Bank of New York Mellon) entered into Master Custody Agreement with the Mayor and City Council of Baltimore pursuant to which Mellon Bank was appointed custodian of the ERS' assets and which authorized Mellon Bank to lend ERS' securities of the System pursuant to a separate securities lending agreement between Mellon Bank and the Board.

Accordingly, on June 2, 1999, Mellon Bank and the ERS Board entered into a Securities Lending Authorization Agreement whereunder Mellon Bank was authorized and directed by the ERS Board to lend ERS' securities. This Securities Lending Authorization Agreement will amend Exhibit C of the original Agreement to authorize BNY Mellon to more conservatively invest cash collateral generated by the loan of ERS' securities in BNY Mellon's Pooled Employees' Securities Lending Overnight Fund in order to generate securities lending revenues for ERS with less risk.

MINUTES

ERS - cont'd

MBE/WBE PARTICIPATION:

The Minority and Women's Business Opportunity Office has waived MBE/WBE utilization requirements for this selected source, professional service contract.

UPON MOTION duly made and seconded, the Board approved the amendment to the Securities Lending Authorization Agreement with The Bank of New York Mellon. The Comptroller **ABSTAINED**.

MINUTES

Fire and Police Employees' - Amendment to Securities
Retirement System (F&P) Lending Authorization Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to securities lending authorization agreement with The Bank of New York Mellon.

AMOUNT OF MONEY AND SOURCE:

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

Pursuant to this Amendment, cash collateral generated by the loan of F&P's securities would be invested by The Bank of New York Mellon, to the F&P's lending agent, in BNY Mellon's Pooled Employees' Securities Lending Overnight Fund and will generate securities lending revenues for F&P with less risk than the existing pooled collateral fund.

On February 17, 1999, Mellon Bank (the predecessor to The Bank of New York Mellon) entered into a Master Custody Agreement with the Mayor and City Council of Baltimore pursuant to which Mellon Bank was appointed custodian of the F&P's assets and which authorized Mellon Bank to lend F&P's securities of the System pursuant to a separate securities lending agreement between Mellon Bank and the Board. Accordingly, Mellon Bank and the F&P Board entered into a Securities Lending Authorization Agreement on June 2, 1999.

This agreement authorized Mellon Bank and directed by the F&P Board to lend F&P's securities. The split of securities lending revenues between the parties was changed in favor of the System from 70%/30% to 75%/25% in accordance with the fee arrangement agreed to by the parties under a new March 1, 2006, Master Custody Agreement by and between Mellon Bank and the City pursuant to which Mellon Bank was reappointed custodian of the

MINUTES

F&P - cont'd

System's assets. This amendment to Securities Lending Authorization Agreement will amend Exhibit C of the original Agreement to authorize BNY Mellon to more conservatively invest cash collateral generated by the loan of F&P's securities in BNY Mellon's Pooled Employees' Securities Lending Overnight Fund in order to generate securities lending revenues for F&P with less risk.

MBE/WBE PARTICIPATION:

The Minority and Women's Business Opportunity Office has waived MBE/WBE utilization requirements for this selected source, professional service contract.

UPON MOTION duly made and seconded, the Board approved the amendment to the Securities Lending Authorization Agreement with The Bank of New York Mellon. The Comptroller **ABSTAINED.**

MINUTES

1. 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 50** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on August 12, August 19, August 26, and September 2, 2009.

The Board **NOTED 50** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on August 12, August 19, August 26, and September 2, 2009.

2. Law Department - Claim Settlement

The Board is requested to approve the settlement of the following claim. The settlement has been reviewed and approved by the Settlement Committee of the Law Department.

Robert Berchtenbrieter, et al v. \$60,000.00
Police Officer Sheena Cole, et al

Account: 1001-000000-2000-195500-603070

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

MINUTESHealth Department - Agreements

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

	<u>Rate of Pay</u>	<u>Amount</u>
1. MARY SUE WELCOME	\$75.00/hr.	\$ 10,000.00
2. HILLARY J. MICHAUD	\$75.00/hr.	\$ 10,000.00

Account: 1001-000000-2400-258300-603018

Ms. Welcome and Ms. Michaud will function as Hearing Officers. They will provide for the resolution of disputes arising as a result of licensing, regulation, and enforcement of certain activities administered by the Department's Environmental Health Section, in accordance with the Baltimore City Code and/or Rules and Regulations promulgated by the City. The period of the agreement is July 1, 2009 through June 30, 2010.

The agreements are late because they were just finalized.

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 and authorized execution of the above agreements.

MINUTESBaltimore City Health Department - Agreement

The Board is requested to approve and authorize execution of the agreement with Ronald S. Savage. The period of the agreement is July 1, 2009 through June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$5,000.00 - 1001-000000-2400-258300-603018

BACKGROUND/EXPLANATION:

Mr. Savage will serve as member of the Vicious Dog Hearing Board (VDHB). He will provide for the resolution of disputes arising from the enforcement of the Baltimore City Code, Health Code, Sections 10-701 through 10-715, referred to the VDHB by the Bureau of Animal Control. At least three members will sit at each hearing, and two members will act as alternates.

The agreement is late because it was just finalized.

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 and authorized execution of the agreement with Ronald S. Savage.

MINUTES**TRAVEL REQUEST**

<u>Name</u>	<u>To Attend</u>	<u>Amount</u>
<u>Department of Transportation</u>		
1. Jamie Kendrick Danyell Diggs Wanda Durren Stacey Freed Paul Graziano Andrew Frank	2009 Railvolution Conf. Boston, MA Oct. 29 - Nov. 01, 2009 (Reg. Fee \$400.00 ea.)	\$23,518.00

On July 01, 2009, the Board approved the acceptance of a grant agreement from the Baltimore Metropolitan Council for the FY 2010 Unified Planning Work Program (UPWP). Included in the adopted UPWP grant is participation for a delegation to attend the annual Railvolution Conference to be held from October 29 - November 01, 2009 in Boston, Massachusetts. The delegation is comprised of Baltimore City agency staff, which are listed above. The anticipated community and business leaders included in this delegation are as follows:

<u>Name</u>	<u>Community Affiliation</u>
Brenda Latney	Uplands
Melissa Bush	Canton
Norman Carter	Edmondson Village
Phil Coskey	BDC
Mike Davio	Greektown
Darrell Doan	BDC
Arlene Fisher	Lafayette Square
Guy Hager	Parks & People
David Hash	Johns Hopkins Bayview Medical Center
Leana Houser	Canton
Neiman Josh	Broadway Market
Estelle Kent	Lower Edmondson Village
Edna Manns	Fayette Street Outreach
Laurel Olsen	Edmondson Village
Dan Tracey	Canton
Debbie Vickers	Rosemont Community

MINUTES

TRAVEL REQUEST

<u>Name</u>	<u>To Attend</u>	<u>Amount</u>
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Department of Transportation - cont'd

The hotel rate is \$245.00 per night, plus a \$22.71 per night room tax and \$6.74 per night Convention Center fee. Two representatives will share a room. After the lodging fees, each representative will have approximately \$43.26 per day for food and incidentals, which have been included in the total.

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

MINUTES**PROPOSALS AND SPECIFICATIONS**

Department of Transportation - TR 07305, Curtis Avenue and
Rock Glen Road Resurfacing
BIDS TO BE RECV'D: 10/14/2009
BIDS TO BE OPENED: 10/14/2009

Department of Transportation - TR 09003, Reconstruction of
Footways Citywide
BIDS TO BE RECV'D: 10/14/2009
BIDS TO BE OPENED: 10/14/2009

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

President: "Thank you very much. Is there anything else for the good of the Board? As there is no more business before the Board, the meeting will recess until the bid opening at twelve o'clock noon."

MINUTES

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

BIDS AND PROPOSALS

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

Department of Transportation - TR 08050, Brighton Manor
Development
BIDS TO BE RECV'D: 09/30/09
BIDS TO BE OPENED: 09/30/09

Bureau of Purchases - B50001182, Bill Payment Kiosks
BIDS TO BE RECV'D: 09/30/09
BIDS TO BE OPENED: 09/30/09

MINUTES

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

Bureau of Purchases - B50001050, Manage and Operate the Food and Beverage Service for Baltimore Convention Center

Centerplate/Volume Services, Inc.
Aramark/BCC Catering Joint Venture
Ovations Food Services, LP - NO BID

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There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, September 23, 2009.

JOAN M. PRATT
Secretary