

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.

MINUTES

Baltimore National Heritage Area - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with the Maryland Heritage Areas Authority. The period of the agreement is effective upon Board approval through October 31, 2010.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 - 5000-567010-6390-484700-6000000

BACKGROUND/EXPLANATION:

The Baltimore National Heritage Area is one of 11 certified Heritage Areas Authority. The \$100,000.00 grant award from the Maryland Heritage Authority represents the renewal of the existing grant agreement which provided \$100,000.00 for the seventh year of operating grant assistance.

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 Maryland Heritage Areas Authority.

MINUTES

Office of the State's Attorney (OSA) - Contribution

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a contribution to the Partnership for Learning, Inc.

AMOUNT OF MONEY AND SOURCE:

\$40,000.00 - 6000-602510-1150-137700-603023

BACKGROUND/EXPLANATION:

The Partnership for Learning, Inc. started in 1991 as a part of the OSA through a grant given to the OSA. It became a 501(c)(3) organization in 1993. It provides an educational diversion program for eligible juveniles in the juvenile justice system. Based on documented studies that linked reading and learning deficiencies to delinquent behavior, the program screens qualified candidates and provides tutorial study sessions designated to improve reading scores and advance reading levels.

Working in partnership with the Baltimore City Public Schools, the program has graduated numerous students whose reading levels have increased as a result of this program. The OSA assists the Partnership for Learning, Inc. through in-kind contributions and financial support.

The contribution will support the operational costs for the program.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the contribution to the Partnership for Learning, Inc.

MINUTES

Department of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 9** favorable reports on Transfers of Funds approved by the Board of Estimates at its meeting on November 25, 2009.

The Board **NOTED** receipt of the 9 favorable reports.

MINUTES

Baltimore City Fire Department - Retroactive Payments

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize retroactive payments to 109 Paramedics of the Local 734.

AMOUNT OF MONEY AND SOURCE:

\$204,666.87 - 1001-000000-3190-308700-601061

BACKGROUND/EXPLANATION:

These retroactive payments are for ALS Certification for the FY 2004 through FY 2007.

An ALS stipend of \$500.00 per year plus interest was awarded to 109 personnel of the Local 734 classified as Paramedics, at the time of the Memorandum of Understanding (MOU) with the Local 734. These amounts were not paid as a separate stipend as stipulated in the MOU. This action is a result of a grievance and was resolved in arbitration, as agreed upon by both parties. The interest has been calculated through December 31, 2009 and the payments to the employees will be made before February 12, 2010.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized retroactive payments to 109 Paramedics of the Local 734.

MINUTES

Law Department - Claim Settlements

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

1. Douglas Nodonly v. Baltimore City Fire Department \$39,343.50

Account: 1001-000000-2100-224900-603021

2. Dale Elkins et. al. v. Police Officer Charles Rollhauser, et. al. \$62,500.00

Account: 1001-000000-2000-195500-603070

UPON MOTION duly made and seconded, the Board approved the settlement claims.

MINUTES

BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

CCI Systems, Inc.	\$ 96,840,000.00
Earth Security Electronics, Inc.	\$ 5,175,000.00
Gerard Chimney Company	\$ 6,786,000.00
Goel Services, Inc.	\$ 49,014,000.00
KBR, Inc.	\$9,891,000,000.00
Key Systems, Inc.	\$ 8,000,000.00
Leading Technology Solutions, Inc.	\$ 1,500,000.00
MWH Constructors, Inc.	\$ 312,948,000.00
Maryland Construction, Inc.	\$ 8,000,000.00
Adrian L. Merton, Inc.	\$ 102,168,000.00
Morgan-Keller Construction	\$ 60,336,000.00
Paige Industrial Services, Inc.	\$ 12,348,000.00
Restoration East, LLC	\$ 8,000,000.00
Reuter & Hanney, Inc.	\$ 7,209,000.00
Skyline Network Engineering, LLC	\$ 4,464,000.00
Top Roofing, Inc.	\$ 1,341,000.00
Vision Technologies, Inc.	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

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

Aria Environmental, Inc.	Engineer
EA Engineering Science and Technology	Engineer
G.E. Fielder & Associates, Chartered	Landscape Architects

MINUTES

BOARDS AND COMMISSION - cont'd

Hope Furrer Associates, Inc.	Engineer
Kimley-Horn and Associates, Inc.	Engineer, Landscape Architect
McMahon Associates, Inc.	Engineer

There being no objections, the Board, UPON MOTION duly made and seconded, approved the prequalification of contractors, architects and engineers. The Comptroller **ABSTAINED**.

MINUTES

Department of Real Estate - Contract of Sale, SCOPE Project

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a contract of sale with Mr. Craig Moody (purchaser), for the sale of the property located at 830 N. Broadway.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - sale price

BACKGROUND/EXPLANATION:

The purchaser agrees to complete the renovation of the property and obtain a Certificate of Occupancy no later than 18 months from the date of settlement.

On May 28, 2003, the Board approved an agreement with the Baltimore Economy and Efficiency Foundation, Inc. and the Greater Baltimore Board of Realtors, Inc. to allow the sale of City-owned properties under the SCOPE Project, which is an acronym for Selling City Owned Properties Efficiently.

Under this project, real estate brokers are responsible for marketing the properties and providing the City with sale contracts. Upon closing, they will be paid 8% of the sale proceeds, with a \$2,500.00 minimum fee.

FILE NO. ?????

UPON MOTION duly made and seconded, the Board approved and authorized execution of the contract of sale with Mr. Craig Moody (purchaser), for the sale of the property located at 830 N. Broadway.

MINUTES

Bureau of General Services (BGS) - Developers' Agreements

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

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	RUSSELL STREET DATA CENTER, LLC	1160	\$ 10,254.84

The organization needs to install new conduit to its proposed construction located in the vicinity of 1401 Russell Street. This agreement will allow the organization to perform its own installation in accordance with Baltimore City Standards.

An irrevocable letter of credit in the amount of \$10,254.84 has been issued to Russell Street Data Center, LLC which assumes 100% of the financial responsibility.

2.	UNITY PROPERTIES, INC.	1171	\$ 74,500.00
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The organization needs to install various utilities to its proposed construction located in the vicinity of 3026 Garrison Boulevard. This agreement will allow the developer to perform the needed improvements.

A performance bond in the amount of \$74,500.00 has been issued to Unity Properties, Inc. which assumes 100% of the financial responsibility.

3.	PENN NORTH PARTNERS, LLLP	1168	\$244,621.00
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The organization needs to install various utilities to their proposed project located in the vicinity of 1600 Clifton Avenue and Bruce Street. This agreement will allow the organization to perform its own installation in accordance with Baltimore City Standards.

MINUTES

BGS - cont'd

A performance bond in the amount of \$244,621.00 has been issued to Penn North Partners, LLLP, which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

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

MINUTES

Dept. of General Services - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 784 Washington Boulevard	Washington 784, LLC	Retain Bracket Sign 3' x 1.75'
Annual Charge: \$ 52.70		
2. 24 E. Madison St.	CK Enterprises, LLC	Retain three flat signs 4' x 2½', 29' x 1½', 29' x 2'
Annual Charge: \$271.49		
3. 1300 Gough St.	Ioannis Kafouros	Retain three awnings 3' x 3½', two 8' x 3', seven spot reflectors, two exhaust vents, 1 portico
Annual Charge: \$1,153.79		
4. 3540 S. Hanover St.	David W. Gavigan	Retain double face electric sign 10'6" x 2 ½'
Annual Charge: \$236.52		

MINUTES

DGS - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
5. 1624 - 1630 Light Street	Sands, LLC	Four sets of steps
Annual Charge: \$140.80		
6. 2100 Boston Street	William R. Bonnett	Retain egress stairway with trash enclosure
Annual Charge: \$ 127.50		

There are no objections, since no protests were received.

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

MINUTES

Commission on Aging and Retirement Education (CARE) - Acceptance of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Notification of Grant Award (NGA) from the Maryland Department of Aging (MDoA) for the listed senior centers. The period of the grant is July 1, 2009 through June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$ 2,030.00	- 5000-535710-3250-319700-607001,	Allen Senior Center
20,308.00	- 5000-535710-3250-316901-607001,	Waxter Senior Center
4,061.00	- 5000-535710-3250-319702-607001,	Hatton Senior Center
14,458.00	- 5000-535710-3250-319703-607001,	Forest Park Senior Center
1,828.00	- 5000-535710-3250-319704-607001,	Senior Network/Govans Senior Center
7,513.00	- 5000-535710-3250-319705-607001,	Action-in-Maturity
18,144.00	- 5000-535710-3250-316906-607001,	Harford Senior Center
20,308.00	- 5000-535710-3250-319707-607001,	Oliver Senior Center
6,092.00	- 5000-535710-3250-319709-607001,	Greenmount Senior Center
10,154.00	- 5000-535710-3250-316910-607001,	Sandtown-Winchester Senior Center
12,185.00	- 5000-535710-3250-319711-607001,	Edward A. Myerberg Senior Center
<u>12,185.00</u>	- 5000-535710-3250-316912-607001,	Southwest Senior Center

\$129,266.00

BACKGROUND/EXPLANATION:

This NGA is for State Senior Center Operating Fund allocations and will provide supplemental funds to various Senior Centers in Baltimore City.

MINUTES

CARE - cont'd

Upon receipt of monthly invoices, CARE will supplement the Senior Centers by direct payment order on an ongoing basis, providing that the funds are available.

The funds will be used for program activities and services for Senior Center participants. In addition to information and assistance, the Senior Centers provide outreach, health services, social, recreational, nutritional, and educational services to its participants.

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 the acceptance of the Notification of Grant Award (NGA) from the Maryland Department of Aging for the foregoing senior centers.

MINUTES

TRAVEL REIMBURSEMENTSCity Council

1. Helen Holton \$114.44

On October 21, 2009, the Board approved a travel request for Ms. Holton to attend the Large Urban County Caucus 2009 retreat in Fort Lauderdale, FL from October 27 - 31, 2009. The subsistence rate for this location is \$230.00 per day. The original travel request was approved in the amount of \$1,405.20. The Hotel occupancy taxes of \$113.96 and parking expenses in the amount of \$24.00 were not included in the original travel request causing a shortage in the amount of money to cover the other expenses. Ms. Holton is requesting reimbursement for the expenses associated with the shortage. Additional expenses incurred are as follows: cab fare to and from the hotel, as well as meals and incidental expenses (M&IE) all of which are included in the total.

Hotel	\$37.40
Cab Fare	\$50.00
Parking	\$24.00
M&IE	\$ 3.04

UPON MOTION duly made and seconded, the Board approved the travel reimbursement. The President **ABSTAINED**.

MINUTES

CLERK TO THE BOARD - CORRECTION TO MINOR PRIVILEGE
PERMIT APPLICATION

On Wednesday December 9, 2009, the Board approved a Minor Privilege Permit for 1102 W. 36th Street to R.H.H.L.L.C. for the annual charge of \$393.75. The correct address should be 1002 W. 36th Street. The Clerk apologizes for this error.

1002 W. 36TH Street R.H.H.L.L.C.

Retain one
sculpture type
sign irregular
size - triangle
225 sq. ft.

UPON MOTION duly made and seconded, the Board approve the correction to the minor privilege permit.

MINUTES

Department of Recreation and Parks - License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a license agreement with Baltimore County. The period of the agreement is effective upon Board approval for 50 years.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The City is the owner of Robert E. Lee Park, which is located in Baltimore County. Upon execution of this license agreement, Baltimore County will assume operational control and maintenance responsibility for the Park, including capital improvements.

The Park will remain accessible to the public throughout the term of the agreement and there will be no differentiation in fees charged to the City or County residents.

The agreement contains automatic renewals at 50 year intervals, unless one party provides written notice to the other within a prescribed period.

FILE NO. ?????

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

MINUTES

Health Department - Agreements

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

1. **RECOVERY IN COMMUNITY, INC.** \$ 0.00

The period of the agreement is November 1, 2009 through June 30, 2010.

2. **GOODWILL WORKS OF THE CHESAPEAKE, INC.** \$ 0.00

The period of the agreement is December 1, 2009 through June 30, 2010.

The above-listed organizations will serve as host agencies for the Senior Community Service Employment Program. This program provides part-time work experience or volunteer service opportunities for persons, aged 55 years or older, with no upper age limitation. The placement of Senior Citizen Aides in non-profit or governmental agencies will allow those agencies to provide services that would otherwise not be available because of the lack of funds.

The agreements are late because they were just returned.

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

MINUTES

Health Department - Agreements

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

1. **THE JOHNS HOPKINS HOSPITAL (JHH) \$151,300.00**

Account: 1001-000000-3100-295900-603051

The JHH, in conjunction with the East Baltimore Mental Health Partnership (JHH-EBMHP), will administer services at various School-Based Health Centers. The JHH-EBMHP will provide one mental health therapist to work at the School-Based Health Centers located at the City Springs Elementary School, the Learning Inc. School, and the Dunbar High School. In addition, the JHH-EBMHP will provide one part-time mental health therapist to work at all schools on the former Lake Clifton campus (Doris Johnson #426, Heritage High School #425, and Reach Middle/High PS#341).

All of the referrals for mental health services will include but will not be limited to: the initial assessment and diagnostic evaluations, individual and/or group therapy/counseling for students, family therapy, crisis intervention, and referral and case management of mental health problems. The period of the agreement is July 1, 2009 through June 30, 2010.

The agreement is late because budget negotiations delayed its processing.

MWBOO GRANTED A WAIVER.

2. **THE JOHNS HOPKINS UNIVERSITY BLOOMBERG SCHOOL OF PUBLIC HEALTH (JHU) \$ 94,000.00**

Account: 4000-424810-3040-276902-603051

The JHU will administer services for the Behavioral Surveillance Research-Project Self. The project provides

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner/s</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing & Community Development - Condemnation</u>			
1. World Wide Properties and Services	2006 E. Madison St.	F/S	\$13,700.00

Funds are available in State Funds account no. 9910-906416-9588-900000-704040, EBDI Project, Phase II.

DHCD - Condemnation to Redeem or Extinguish Interests

The Board is requested to approve the acquisition by condemnation or make application to the Maryland Department of Assessments and Taxation to extinguish the ground rent interests for the following properties:

2. Unknown	900 N. Castle St.	G/R \$42.00	\$ 280.00
3. Unknown	927 N. Castle St.	G/R \$27.50	\$ 183.33
4. Unknown	946 N. Chester St.	G/R \$36.00	\$ 240.00
5. Unknown	966 N. Chester St.	G/R \$36.00	\$ 240.00
6. Unknown	2041 E. Eager St.	G/R \$39.00	\$ 260.00

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner/s</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations - cont'd</u>			
7. Unknown	2043 E. Eager St.	G/R \$39.00	\$ 260.00
8. Unknown	957 N. Washington St.	G/R \$36.00	\$ 240.00

Funds are available in State Funds account no. 9910-906416-9588-900000-704040, EBDI Project.

FILE NO. ?????Law Department - Settlement

9. Inbrook Homes, Inc.	441 E. 23 rd St.	F/S	\$2,500.00
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On July 29, 2009, the Board approved the acquisition of the fee simple interest in the property located at 441 E. 23rd Street in the amount of \$25,000.00. On September 29, 2009, the City filed a condemnation action to acquire the fee simple interest in the property. Since then the parties have agreed to settle the condemnation case for an additional 10% (i.e., \$2,500.00) or a total of \$27,500.00. Therefore, the Board is requested to approve the settlement in the amount of \$2,500.00.

Funds are available in account no. 9912-910713-9591-900000-704044, Barclay Project.

FILE NO. ?????

UPON MOTION duly made and seconded, the Board approved the foregoing condemnations, the settlement, and the condemnations to redeem or extinguish interest.

MINUTES

Department of Housing and Community Development - Rescission and Approval of Land Disposition and Acquisition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to rescind its prior approval of April 30, 2008 for the land disposition and acquisition agreement with Emerald Bay Development Group One, Inc. (Emerald Bay), developer. The Board is also requested to approve and authorize execution of a new land disposition and acquisition agreement with Emerald Bay Development Group One, Inc. which outlines the exchange of the three properties owned by Emerald Bay as described below. The period of the agreement is effective upon Board approval for sixty days.

<u>Owner</u>	<u>Property</u>	<u>Block/Lot</u>
<u>To be transferred to the City:</u>		
Emerald Bay	1208 N. Bond St.	1163/020
Emerald Bay	2436 E. Chase St.	1555/065
Emerald Bay	2020 E. Hoffman St.	1499/011

In exchange for:

Mayor & City Council	1205 Valley St.	1157/062
Mayor & City Council	1209 Valley St.	1157/057
Mayor & City Council	1229 Valley St.	1157/050

AMOUNT OF MONEY AND SOURCE:

Settlement costs related to the properties acquired by the City have already been paid with the prior approval. No additional City funds will be expended.

BACKGROUND/EXPLANATION:

On April 30, 2008, the Board approved the above referenced exchange of properties. However, due to issues pertaining to the title, settlement was delayed beyond the sixty days stipulated in the original land disposition and acquisition agreement.

MINUTES

DHCD - cont'd

Therefore, the Board is requested to rescind its approval of April 30, 2008. These issues have been resolved and the Board is requested to approve the updated land disposition and acquisition agreement.

The City will receive clear and marketable title to the three Emerald Bay properties, in exchange for the three comparable Mayor and City Council properties. Approval of this exchange will allow the City to more expeditiously demolish a hazardous structure and take title to two additional properties that are needed for other redevelopment projects. The property exchange is less costly than acquiring the properties through tax sale foreclosure or eminent domain. This action will further the City's effort to eliminate blight and protect the health and safety of its citizens.

STATEMENT OF PURPOSE AND RATIONALE FOR TRANSFER OF PROPERTY BY MEANS OF COMPARABLE EXCHANGE:

The rationale behind the exchange of properties was to ensure that properties owned by Emerald Bay that fell into priority project areas could be acquired by the City in a manner less costly than tax sale foreclosure or condemnation. The comparable properties that are being conveyed to Emerald Bay will enable the developer to redevelop in an area better suited and poised for rehabilitation.

FILE NO. 56586

UPON MOTION duly made and seconded, the Board rescinded its prior approval of April 30, 2008 for the land disposition and

MINUTES

DHCD - cont'd

acquisition agreement with Emerald Bay Development Group One, Inc. The Board also approved and authorized execution of a new land disposition and acquisition agreement with Emerald Bay Development Group One, Inc. which outlines the exchange of the three properties owned by Emerald Bay as described.

MINUTES

Office of the Labor Commissioner - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** receipt of the Memorandum of Understanding (MOU) for FY 2010-2011 between the City and the Baltimore Fire Officers, Local 964, IAFF.

AMOUNT OF MONEY AND SOURCE:

For Fiscal Years 2010 and 2011, the FY 2009 wage rates will remain in effect. Employees will be eligible for step and longevity increases. Wages are included in the Fire Department's budget each fiscal year.

BACKGROUND/EXPLANATION:

In accordance with the Municipal Employees Relations Ordinance (MERO), negotiations with the Baltimore Fire Officers Local 964 (Union) for Fiscal Years 2010-2011 have concluded through negotiations, arbitration, mediation and settlement. The results of the activities have been reduced to writing in the form of the submitted MOU.

MBE/WBE PARTICIPATION:

N/A

The Board **NOTED** receipt of the memorandum of understanding for FY 2010-2011 between the City and the Baltimore Fire Officers, Local 964, IAFF.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,
the Board approved
the Transfers of Funds
listed on the following pages:

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

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>			
1.	1,000,000.00	9910-905932-9587- 900000-700000 Poppleton Acquisition	9910-906047-9588- 900000-700000 Emergency Demolition

This transfer will provide additional funds for the Department's emergency demolition program for fiscal year 2010.

Department of Recreation and Parks

2.	\$ 12,000.00	9938-904746-9475 Reserve	
	4,000.00	9938-904746-9475 Park & Playground Renovation FY08	
	<u>\$ 16,000.00</u>	-----	9938-901746-9474 Active Park and Playground Renovation FY08

The transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1065, Task #15 assigned to Oasis Design Group.

3.	\$ 50,000.00	9938-901526-9474 Active Acquisition of 2102 E. Biddle St.	9938-901723-9474 Active Major Park Improvements
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The transfer will provide funds to reconcile the account's deficit.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Bureau of Water and Waste Water</u>		
4. \$ 217,069.18	9960-936001-9558	
Water Rev. Bonds	Constr. Res.	
	Unallocated	
158,594.82		
Counties	9960-910300-9558	
	Constr. Res.	
	Water Facilities	
<u>\$ 375,664.00</u>		
\$ 28,400.00	-----	9960-904684-557-2
		Extra Work
28,400.00	-----	9960-904684-557-3
		Engineering
17,082.00	-----	9960-904684-557-5
		Inspection
284,700.00	-----	9960-904684-557-6
		Construction
17,082.00	-----	9960-904684-557-9
<u>\$ 375,664.00</u>		Administration

The transfer will provide funds to cover the award of WC1189, Replacement of Washwater Pumps at Montebello (B/D 09689).

MINUTES

EXTRA WORK ORDERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following page:

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

MINUTES

EXTRA WORK ORDERS

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

Department of General Services

- | | | | | |
|----|---|------------------|---|----|
| 1. | EWO #005, \$38,568.41 - PB 06813R, Wall/Roof Replacement
Enoch Pratt Free Library No. 31, 6310 Reisterstown Road | | | |
| | \$ 135,900.00 \$575,034.31 | J.A.K. Construc- | 0 | 99 |
| | | tion Co., Inc. | | |

Bureau of Water & Wastewater

- | | | | | |
|----|--|---------------------------|---|----|
| 2. | EWO #005, \$40,853.05 - S.W.C. 7754, Fairfield Road Storm
Drain Brady Avenue to Franklin Avenue | | | |
| | \$ 1,325,904.00 \$ 43,386.00 | Metra Industries | 0 | 95 |
| 3. | EWO #008, \$0.00 - ER 4017R, Urgent Needs Environmental
Restoration | | | |
| | \$ 507,889.97 \$ 37,418.02 | Environmental | 0 | 30 |
| | | Quality Resources,
LLC | | |
| 4. | EWO #079, \$295,250.00 - W.C. 1167R, Urgent Need Work Infra-
structure Rehabilitation Various Locations | | | |
| | \$10,932,235.50 \$4,156,174.40 | J. Fletcher | 0 | 99 |
| | | Creamer & Son, Inc. | | |

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve task assignment no. 13 to Rummel, Klepper & Kahl, LLP, under On-Call Transportation Planning Policy and Feasibility Studies, Project No. 1060.

AMOUNT OF MONEY AND SOURCE:

\$213,808.86 - 9950-902874-9508-900020-703032

BACKGROUND/EXPLANATION:

This task provides for the development of facilities plans to make recommendations to economize the Department's maintenance operations, building sites, and improve the overall efficiency of facilities.

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 task assignment no. 13 to Rummel, Klepper & Kahl, LLP, under On-Call Transportation Planning Policy and Feasibility Studies, Project No. 1060.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following page:

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 Transportation

	<u>Hourly Rate</u>	<u>Amount</u>
1. JEANNIE ROBINSON	\$40.44	\$45,298.68

Account: 3001-000000-2310-251900-601009

Ms. Robinson, a retiree, will continue to work as a Special Transportation Engineer Analyst. Her duties will include but not be limited to developing performance metrics, data collection systems, data reporting requirements and quality assurance/quality control checks of data accuracy. The period of the agreement is effective upon Board approval for one year.

State's Attorney's Office

2. CAROLYN SALLEY	\$25.88	\$44,788.00
--------------------------	---------	--------------------

Account: 1001-000000-1150-117900-601009

Ms. Salley, a retiree, will work as an Investigator. Her duties will include, but not be limited to researching the whereabouts of and locating parties relevant to prosecution of cases, providing location information to attorneys and the Warrant Apprehension Task Force so that arrests can be made. She will also provide witnesses and victims with status and trial date information. The period of the agreement is effective upon Board approval for one year.

MINUTES

Board of Municipal and Zoning Appeals - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an expenditure of funds to pay Free State Reporting, Inc. The period of the services provided is February 27, 2008 through November 24, 2009.

AMOUNT OF MONEY AND SOURCE:

\$7,712.38 - 1001-000000-1850-187000-60326

BACKGROUND/EXPLANATION:

Free State Reporting, Inc. records and provides transcripts of the public hearings of the Board of Municipal and Zoning Appeals. The Board previously encumbered funds and a service contract with Free State Reporting, Inc. to record the public Zoning Appeal hearings. Due to a lack of experience in the process and during the transition from the previous process to today's system the Board of Municipal and Zoning Appeals failed to process the invoices correctly.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds to pay Free State Reporting, Inc.

MINUTES

Mayor's Office of Cable
and Communications

- Community Media of Baltimore
City CY'08 Annual Report

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Community Media of Baltimore City (CMBC) CY'08 Annual report.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The CMBC is responsible for the management and operation of the public access channel, Ch. 75, and a production facility. The channel and facility will be utilized by Baltimore residents, community groups and non-profit organizations.

The operating agreement submitted to the Board on August 12, 2008 required that the CMBC annual report be submitted prior to March 15th of each year. Having just received their initial funding in October 2008, CMBC has now acquired office space and support staff to enable them to produce the requisite first annual report to the Board at this time. All future reports will be no later than 30 days after March 15th.

FILE NO. ?????

UPON MOTION duly made and seconded, the Board approved and authorized the acceptance of the Community Media of Baltimore City (CMBC) CY'08 Annual report.

MINUTES

Mayor's Office of Immigrant Affairs - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an expenditure of funds to pay Hazelwood Restaurant. Catering services were provided on October 30, 2009.

AMOUNT OF MONEY AND SOURCE:

\$11,733.00 - 1001-000000-0000-000000-270091

BACKGROUND/EXPLANATION:

Catering services were provided for the Piraeus Sister City Committee's annual Aegean III Event.

This request is being submitted at this time because the vendor failed to submit the invoice in a timely manner.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds to pay Hazelwood Restaurant. The Mayor **ABSTAINED**.

MINUTES

Wage Commission - Prevailing Wage Rate Recommendation 2010**ACTION REQUESTED OF B/E:**

The Board is requested to approve the recommended Prevailing Wage Rates in accordance with Article 5, Subtitle 25, City Code, to be paid to laborers, mechanics and apprentices on all projects awarded by the Mayor and City Council of Baltimore. The rates become effective for contracts that are advertised on or after December 31, 2009.

BACKGROUND/EXPLANATION:

The submitted recommended Prevailing Wage rates represent an average increase of less than one percent, 0.7% for Classes 1, 2, 3, 4, and 5.

Class 1	Building Construction	2.3%
Class 2	Highways	0.0%
Class 3	Utility	0.0%
Class 4	Housing	1.0%
Class 5	Purchases, etc.	0.0%

The Wage Commission requested evidence from contracting associations, unions related trade groups and the general public on work both public and private, in order to establish rates to be recommended to the Board of Estimates.

UPON MOTION duly made and seconded, the Board approved the recommended Prevailing Wage Rates in accordance with Article 5, Subtitle 25, City Code, to be paid to laborers, mechanics and apprentices on all projects awarded by the Mayor and City Council of Baltimore.

MINUTES

Wage Commission - Living Wage Recommendation for FY 2011

The Wage Commission in accordance with Article 5, Subtitle 26, City Code (Living Wage), is required to recommend to the Board of Estimates, on or before December 15, of each calendar year, revised Living Wage Rate for the City of Baltimore services contracts for the coming year.

The Wage Commission reviewed the Bureau of Census "Poverty in the United States," which is updated yearly and defines the national poverty level for a family of four. After careful consideration of the Bureau of Census poverty level threshold, currently set at \$22,025.00 for a family of four, and other wage data, the Commission is recommending to the Board of Estimates that the Living Wage be increased to \$10.59 per hour effective in Fiscal Year 2011, beginning July 1, 2010.

UPON MOTION duly made and seconded, the Board approved the Wage Commission in accordance with Article 5, Subtitle 26, City Code (Living Wage), is required to recommend to the Board of Estimates, on or before December 15, of each calendar year, revised Living Wage Rate for the City of Baltimore services contracts for the coming year.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

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

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- | | | | |
|----|---------------------------------------|---------------------|--------------|
| 1. | B50001121, Inter-active Web-Based Map | Applied Geographics | \$ 88,500.00 |
|----|---------------------------------------|---------------------|--------------|

MWBOO GRANTED A WAIVER.

- | | | | |
|----|--|-----------------------------------|--------------|
| 2. | B50001243, Crew Cab Pickup Trucks Two Configurations | Chesapeake Ford Truck Sales, Inc. | \$170,909.00 |
|----|--|-----------------------------------|--------------|

MWBOO GRANTED A WAIVER.

- | | | | |
|----|---|----------------------------------|--------------|
| 3. | B50001267, FLIR B50 Thermal Imaging Cameras | Monroe Infrared Technology, Inc. | \$ 49,950.00 |
|----|---|----------------------------------|--------------|

MWBOO GRANTED A WAIVER.

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 Mayor's Office of Employment Development. The period of the agreement is effective upon Board approval through December 31, 2010.

AMOUNT OF MONEY AND SOURCE:

\$200,000.00 - 4000-485010-5750-644505-607001

BACKGROUND/EXPLANATION:

On September 2, 2009, the Board approved the grant award from the Bureau of Justice for the FY 2009 Recovery Act Justice Assistance Grant Program, under project Award No. 2009-SB-B9-0020, in the amount of \$5,275,246.00, for the period March 1, 2009 through February 28, 2013.

This interagency agreement provides for one Career Development Facilitator, one Business Services Representative, and operating expenses. The Northwest Re-entry Center provides for career preparation, work support services, and occupational skills training to a minimum of 200 returning offenders, and placement of at least 150 customers into employment opportunities.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the interagency agreement with the Mayor's Office of Employment Development.

MINUTES

Department of Finance - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a grant to the Baltimore Child Abuse Center (BCAC).

AMOUNT OF MONEY AND SOURCE:

\$60,000.00 - 1001-000000-1220-146500-607001

BACKGROUND/EXPLANATION:

The BCAC is a 501(c)(3) that conducts detailed forensic interviews for all reported victims of child sexual abuse in the City on behalf of its partners - Baltimore Police Department, Baltimore City Department of Social Services, Department of Health, and the Office of the State's Attorney.

In addition to a detailed forensic interview, the BCAC provides family advocacy services for these families - transportation, child care, case scheduling, and treatment referrals - to help families recover from the abuse. The BCAC was created from a grant in 1987 and in the past twenty-two years, the BCAC has served more than 17,000 Baltimore City children: addressing the needs of children and families affected by trauma when they are most vulnerable and most receptive to help. The BCAC pioneered a model now replicated throughout the State of Maryland and across the country in over 600 centers. The BCAC follows National Children's Alliance. In FY 2009 the BCAC experienced a 10% increase in its caseload and served 868 children in cases where abuse was suspected.

Without the work of the BCAC, over 900 children projected to be seen in FY 2010 would be subjected to further trauma, additional interviews, and ultimately many of their cries for help would go unanswered.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the grant to the Baltimore Child Abuse Center (BCAC).

MINUTES

Bureau of Water and Wastewater - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an expenditure of funds to pay CSX Transportation. The period covered by the invoice was through September 25, 2009.

AMOUNT OF MONEY AND SOURCE:

\$10,314.41 - 9958-903127-9520-900200-706099

BACKGROUND/EXPLANATION:

CSX Transportation provided flagmen, watchmen, project managers and any other related services which enabled Baltimore Contractors to maintain two forty-eight inch reinforced concrete storm water drain pipes via jack and bore in-bedded in Fairfield Road through the existing CSX Transportation right-of-way and under existing CSX Transportation rails.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds to pay CSX Transportation.

MINUTES

Bureau of Water and Wastewater - Membership Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a renewal of a membership with the Maryland Association of Municipal Wastewater Agencies (MAMWA). The period of the membership is effective upon Board approval through FY2010.

AMOUNT OF MONEY AND SOURCE:

\$14,437.00 - FY2010 Dues
17,456.25 - Ongoing Technical Research Support
\$31,893.25 - 2070-000000-5500-396901-603022

Not to exceed \$32,000.00

BACKGROUND/EXPLANATION:

The MAMWA is an association of city and county utilities in Maryland that operate wastewater collection systems and treatment plants. This organization exists to share information regarding regulatory efforts and funding opportunities that would benefit the operation of these facilities. The organization is a strong advocate on the local level for appropriate and commonsense regulations governing point source discharges.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized the renewal of a membership with the Maryland Association of Municipal Wastewater Agencies.

MINUTES

Bureau of the Budget and - Fiscal 2011 Budget Calendar
Management Research

In accordance with Article VI, Section 2, of the Charter of Baltimore City (1996 Edition), the attached schedule for preparing the Fiscal Year 2011 Budget is recommended for adoption by your Honorable Board.

<u>DATE</u>	<u>ACTION</u>
01/08/10	Agency transmittal of final Outcome Budgeting operating budget proposals
03/17/10	Transmittal of Department of Finance recommendations to Board of Estimates
03/22/10	Board of Estimates reviews the Department of Finance recommendations through
03/29/10	Hearings by Board of Estimates with City Council members, agency heads, and private citizens and associations
4/7/10	Taxpayer's Night - 6:00 P.M.
04/21/10	Board of Estimates adopts proposed Ordinance of Estimates
04/22/10	Publication of copy of proposed Ordinance of Estimates in two daily Baltimore City newspapers

MINUTES

Bureau of the Budget and - cont'd
Management Research

04/26/10 Introduction of proposed Ordinance of Estimates
to City Council

05/10/10 City Council review of proposed Ordinance of
Estimates

through City Council schedules public hearings

06/15/10 Passage of Ordinance of Estimates for fiscal
year ending June 30, 2011

UPON MOTION duly made and seconded, the Board approved the
2011 Budget Calendar.

MINUTES

Department of Housing and Community - Agreements and an Amendment
 Development (DHCD)/Baltimore to Agreement
Homeless Services (BHS)

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

Baltimore Homeless Services

1. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$ 120,000.00**
t/a CATHOLIC CHARITIES

Account: 5000-585210-5750-649887-603051

The organization will continue its Asociación Comunidad Saludable (Healthy Community Partnership) Project, which serves members of the Baltimore City Latino community. The organization will provide staff to support the Esperanza Center Health Services Center, which will include a manager for the program, a front desk coordinator and a community health care coach.

2. **NEIGHBORHOOD HOUSING SERVICES OF** **\$ 50,000.00**
BALTIMORE, INC.

Account: 5000-585210-5750-649867-603051

The organization will provide individual foreclosure prevention counseling services to a minimum of 80 Baltimore City residents with an income below 200% of the federal poverty line. The organization will also conduct 12 financial fitness workshops in Baltimore City to assist clients with creating budgets, saving and controlling spending habits.

MINUTES

DHCD/BHS

3. **BON SECOURS OF MARYLAND FOUNDATION** **\$101,177.00**

Account: 5000-585210-5750-649809-603051

The organization will establish the Southwest Cooperative Agriculture Project. This project will expand the Operation Reach Out Southwest (OROSW) Garden Club into a sustainable community food security program, servicing the neighborhoods of Southwest Baltimore. The organization will also increase the number of active participants in the OROSW Garden Club from 20 to 50 by September 30, 2010.

4. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$688,355.00**

Account: 4000-496210-3570-591404-603051

The organization through its Christopher Place Permanent Housing/REACH program will provide permanent housing to 43 individuals and 10 families in Baltimore City. In addition to housing, clients will receive case management services and financial assistance from Associated Catholic Charities, Inc. Funds under this agreement will be used to reimburse the sponsor for a portion of its staff costs, supportive services and the cost of leasing the housing. The period of the agreement is January 1, 2010 through December 31, 2010.

5. **THE BALTIMORE CITY HEALTH DEPARTMENT** **\$ 60,000.00**

Account: 5000-585210-5750-649812-603051

The organization will develop five new virtual supermarket sites in areas of Baltimore City considered food deserts. The organization will also collaborate with the Food Policy Task to continue addressing food access issues in Baltimore City.

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

MWBOO GRANTED A WAIVER.

MINUTES

DHCD/BHS - cont'd

Department of Housing and Community Development

AMENDMENT TO AGREEMENT

6. **DAYSPRING PROGRAMS, INC.** **\$ 30,950.00**

Account: 4000-486310-6050-515699-603051

The organization provides Head Start Program services to 102 children and their family in Baltimore City. On July 23, 2009, the Board approved a two-month advance of \$125,285.00. The contract for the remaining \$626,426.00 was approved on September 30, 2009. The purpose of this amendment to agreement is to provide an increase in funding that will be used to compensate for an increase in rent for the Collington Avenue location. All other terms and conditions of the agreement will remain unchanged.

MWBOO SET GOALS OF 27% MBE AND 10% WBE.

THE PROVIDER REQUESTED AND WAS GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS. OF THE TOTAL AMOUNT OF \$751,711.00, \$635,798.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE.

MBE:	Sue-Ann's Office Supply	\$ 2,000.00	0.27%
	Charm City Caterers, Inc.	40,000.00	5.32%
	Time Printers	<u>1,500.00</u>	<u>0.20%</u>
		\$43,500.00	5.79%
 WBE:	Patricia A. Welch	 \$ 2,700.00	 0.36%

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED (EXCEPT NO. 5) AND HAD NO OBJECTION.

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

MINUTES

Department of Housing and Community Development (DHCD) - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an expenditure of funds to pay Issue Media Group - Bmore. The period covered by this invoice is December 1, 2009 through November 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - 1001-000000-1770-179399-603308

BACKGROUND/EXPLANATION:

Funding will pay for a one year contract with Issue Media Group-Bmore to provide an innovative and comprehensive weekly, online magazine and website that will focus on all that is new and progressive in Baltimore and the surrounding region. Issue Media Group-Bmore will electronically provide the City with monthly measurements of audience, readership, top stories/issues, etc. The local editorial team of Bmore will write the content of the magazine and website each week.

The utilization of these online tools will greatly assist Bmore in its mission to "promote our region's assets and growth in a lively, engaging style in a coordinated effort to attract new talent, business investment and tourism - while measurably improving the conversation about Baltimore".

APPROVED FOR FUNDS BY FINANCE

This item was **DEFERRED** until January 13, 2010.

MINUTES

Department of Housing and - Intergovernmental Agreement
Community Development for Land Disposition

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an intergovernmental agreement with the Housing Authority of Baltimore City (HABC) for the disposition of the following 26 properties for Phase 1 of the Barclay Redevelopment Project:

This project will include six vacant lots located at 2106 Barclay Street, 2108 Barclay Street, 2110 Barclay Street, 2120 Barclay Street, 2122 Barclay Street, 2124 Barclay Street; 20 vacant buildings located at 2222 Barclay Street, 2226 Barclay Street, 2228 Barclay Street, 2230 Barclay Street, 2232 Barclay Street, 2234 Barclay Street, 2236 Barclay Street, 2427 Barclay Street, 2016 N. Calvert Street, 2202 N. Calvert Street, 2204 N. Calvert Street, 2202 Guilford Avenue, 311 E. 22nd Street, 316 E. 22nd Street, 320 E. 22nd Street, 323 E. 22nd Street, 336 E. 22nd Street, 304 E. 24th Street, 321 E. 24th Street, and 325 E. 24th Street.

AMOUNT OF MONEY AND SOURCE:

\$26.00 - Purchase price (\$1.00 for each of the 26 above-listed properties to be paid at settlement)

BACKGROUND/EXPLANATION:

The HABC is in the process of redeveloping its inventory of 102 scattered-site public housing units in the Barclay neighborhood and the Barclay townhouses, a 91-unit affordable rental housing development purchased from the U.S. Department of Housing and Urban Development. In order to enhance the revitalization of the neighborhood, the DHCD and the HABC have identified properties owned by the City for inclusion in the Barclay redevelopment project. The HABC issued a Request for Qualifications in 2005 seeking qualified development teams to manage the redevelopment of the Barclay neighborhood. The HABC selected Telesis Corporation (developer) for this project. Upon selection, Telesis worked with the community, the HABC, the DHCD and the Department of Planning to create a neighborhood revitalization plan to develop a total of 306

MINUTES

DHCD - cont'd

units, which includes 199 rental units, and 107 homeownership units. The project will include a mix of rehabilitated row houses and new construction, as well as a mix of affordable and market-rate rental and homeownership units. The redevelopment project will proceed in four phases. The total project cost is estimated to be approximately \$90,000,000.00. The total cost of the first rental phase is \$18,400,000.00 and the cost of the first homeownership phase is \$12,500,000.00.

The first rental phase will create three full-time property management positions, four part-time property management and tenant service positions, five temporary professional construction management jobs, and 175 temporary trade jobs. The first homeownership phase will create 50 temporary construction management and trades jobs.

The first rental phase will produce a total of 72 affordable rental units, of which 53 will be public housing units and 19 will be units funded with project-based vouchers. In addition, a total of 38 vacant buildings will be renovated for affordable homeownership opportunities. The developer has received an award of Low-Income Housing Tax Credits from the State of Maryland Department of Housing and Community Development and intends to begin construction on the first rental phase in February 2010.

The six vacant lots were appraised for \$7,840.00 per property and the 20 vacant buildings were appraised for \$15,100.00 per property for a total of \$349,040.00 for the 26 properties.

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

The properties will be conveyed to the HABC below the appraised value in order to allow for the construction of the 72 units of affordable rental housing, and the 38 affordable homeownership units. This sale will provide the following benefits:

MINUTES

DHCD - cont'd

- The community will receive the benefit of the development of 72 affordable rental units. These units will be affordable to households earning 60% or less of the Area Median Income and will remain affordable for no less than 40 years. The 38 vacant buildings will be renovated to provide affordable homeownership opportunities.
- If the properties were sold for appraised value, an additional subsidy from the HABC would be required to subsidize the construction of the units. The HABC is currently contributing \$7,600,000.00 in public housing capital to the first phase of this project.
- This development will eliminate neighborhood blight caused by the City-owned vacant buildings and revitalize the Barclay neighborhood. Of the 20 vacant buildings, seven will be demolished for the construction of new housing, and 13 will be renovated for homeownership.

MBE/WBE PARTICIPATION:

The developer is required to comply with the HABC's goals for the participation of Minority and Women's Business Enterprises. The HABC and the developer have agreed to use all reasonable good faith efforts to meet the City's current goals for MBE/WBE participation.

FILE NO. ??????

UPON MOTION duly made and seconded, the Board approved and authorized execution of the intergovernmental agreement with the Housing Authority of Baltimore City for the disposition of the foregoing 26 properties for Phase 1 of the Barclay Redevelopment Project.

MINUTES

Department of Housing and - Lease Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement with the American Brewery LLC for the use of a parking lot located at 1731 N. Gay Street. The period of the agreement is effective upon Board approval for 40 years.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Per year

BACKGROUND/EXPLANATION:

In 2009, Humanim Inc. (Humanim), a 35-year old 501(c)3 non-profit organization, opened an office in Baltimore City at the former American Brewery site to provide a variety of services to individuals with disabilities. Humanim invested over \$22,500,000.00 in this project and developed employment for more than 60 East Baltimore residents.

The American Brewery Planned Urban Development requires a total of 81 parking spaces. Thirteen of these spaces are provided on the American Brewery site, the remainder needed to be off-site. Additionally, Humanim's financing requirements also included parking.

The City has identified a parcel bounded by Gay Street, North Patterson Park Avenue, and East Lanvale Street, comprised of 41 blighted and predominately vacant properties to satisfy the parking requirements.

The City has acquired and demolished these properties. The parking lot provides a total of 68 spaces. The use of the lot is governed by a 40 year lease. The annual rent is \$1.00 per year and can be increased in the event of any of the following occurrences: the Humanim is no longer the primary tenant; the Brewery is not used for a public purpose; or Humanim's corporate structure changes.

MINUTES

DHCD - cont'd

The lease also requires that the City fence the perimeter of the parking lot, as well as install the initial landscaping and lighting conduits. Humanim is responsible for all maintenance, replacement landscaping, utilities, security, signage, and the installation of lights and utilities. During the evening and on weekends, the lot can be used for community events.

MBE/WBE PARTICIPATION:

N/A

FILE NO. ?????

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with the American Brewery LLC for the use of a parking lot located at 1731 N. Gay Street.

MINUTES

Mayor's Office of - Agreement
Information Technology

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance and execution of a frequency reconfiguration agreement with Nextel Communications of Mid Atlantic, Inc. The period of the agreement is effective upon Board approval for 660 days.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On August 6, 2004 the FCC issued an order addressing interference between commercial and public safety systems 800 MHz band. The order requires that frequencies currently used by the City of Baltimore be relocated to adjacent frequencies with the intent of reducing interference.

The agreement represents the scope of work and responsibilities. The City will be reimbursed for all related expenses identified in the agreements by Sprint/Nextel. Costs by other contractors will also be covered by Sprint/Nextel.

FILE NO. ?????

UPON MOTION duly made and seconded, the Board approved and authorized the acceptance of the frequency reconfiguration agreement with Nextel Communications of Mid Atlantic, Inc.

MINUTES

Department of Audits - Refunds of Overpayments
Abandoned Property Report

ACTION REQUESTED OF B/E:

The Board is requested to accept the report and approve the recommendations of the Department of Audits on the Abandoned Property Report.

AMOUNT OF MONEY AND SOURCE:

\$767,988.80 - refunds of overpayments

BACKGROUND/EXPLANATION:

Under procedures established by the Board of Estimates, various requests for refunds of overpayments were forwarded to the Department of Audits for review and recommendation.

The Department found 1,000 overpayment requests totaling \$955,873.52, which were the result of duplicate payments, abatements, and tax credits. These overpayments were unclaimed after three or more years. The Department of Finance, Revenue Accounting Division sent 3,482 claim forms to the potential claimants listed on the City's Abandoned Property Report for fiscal year 2006, dated July 7, 2009. The claim forms contained instructions to complete and return those forms to the Board of Estimates.

The Department determined that \$767,988.80, included in the submitted schedule, represents valid refunds to 711 claimants resulting from duplicate payments, abatements, and tax credits, and the Department recommends that these refunds be approved for payment. The Department also determined that potential claims received, totaling \$68,480.95 resulted from various clerical or accounting errors and should not have been included in the Abandoned Property Report. Therefore, the Department recommends that \$68,480.95 associated with those claims be retained by the City

MINUTES

Department of Audits - cont'd

and removed from the listing of abandoned property to be submitted to the State. The balance of \$119,403.77 represents the adjusted amount for abandoned property that will be included in the amount to be remitted to the State.

UPON MOTION duly made and seconded, the Board the Board approved acceptance of the report and approve the recommendations of the Department of Audits on the Abandoned Property Report.

MINUTES

Department of Transportation - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance and execution of amendment No. 3 to an agreement with KCW Engineering Technologies, Inc. for Project No. 954, Key Highway Beautification. The period of the agreement is being extended for two years through December 15, 2011. All other terms and conditions remain unchanged.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On December 15, 2004 the Board approved a two year agreement with KCW Engineering Technologies, Inc., to perform engineering and construction support services. On November 8, 2006 the Board approved a two year extension, to continue with the project that was put on hold several months because of issues with local business owners over bike lanes being added and current construction in the area. On September 8, 2009 the Board approved a one year extension due to scope changes that delayed the design progress. This extension will allow the vendor to continue the design efforts.

AUDITS NOTED THIS NO-COST TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized acceptance and execution of amendment No. 3 to the agreement with KCW Engineering Technologies, Inc. for Project No. 954, Key Highway Beautification.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
1. NATIONAL SAFETY SUPPLY	\$10,150.00	Low Bid
Solicitation No. 07000 - Ballistics Shields - Police Department - Req. No. R531055		
2. LABORATORY SUPPLY		
DISTRIBUTION CORPORATION	\$23,640.00	Low Bid
Solicitation No. 07000 - Vials and Caps - Police Department - Req. No. R534438		
3. SPORTAID/MEDAID/ DIV SRG, INC.	\$ 5,592.00	Low Bid
Solicitation No. 07000 - Repair Parts for Wheelchairs - Department of Recreation and Parks - Req. No. R533073		
4. ISMART, LLC	\$ 5,518.88	Low Bid
Solicitation No. 07000 - HP Pro Curve - Mayor's Office of Employment Development - Req. No. R534995		
5. GLORIA TAYLOR	\$ 9,991.35	Low Bid
Solicitation No. 07000 - Meals for PACT Program - Mayor's Office of Employment Development - Req. No. R537990		
6. INCRED-A-SHRED	\$10,000.00	Low Bid
Solicitation No. B50001247 - Document Shredding - Police Department - Req. No. R529684		
7. USC CANTERBURY	\$15,588.00	Low Bid
Solicitation No. 07000 - Computer Parts Hewlett Packard - Police Department - Req. No. R537149		
8. Q-STAR TECHNOLOGY	\$10,037.84	Selected Source
Solicitation No. 06000 - Equipment Upgrade and Trade-In of Cameras - Department of Housing and Community Development - Req. No. R535878		

The agency requests to trade-in three manual 5 mega pixel cameras for three remote 14 mega pixel cameras at a 50% discount through the vendor's trade-in policy.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- | | | |
|--|-------------|-------------|
| 9. THOM BECKLEY, INC. T/A
ENDLESS SUMMER RV'S | \$24,000.00 | Sole Source |
| Solicitation No. 08000 - OEM Parts and Service for Field
Health Unit - Health Department - Req. No. R536892 | | |

This purchase is direct from the manufacturer which will guarantee all parts and work are correct and will not void the warranty.

- | | | |
|--|-------------|-----------|
| 10. Q PEST CONTROL, INC. | \$24,000.00 | Agreement |
| Solicitation No. 06000 - Integrated Pest Management Services -
Health Department - Req. No. R532654 | | |

The Board is requested to approve and authorize execution of an agreement with Q Pest Control, Inc. The period of the agreement is effective upon Board approval through April 30, 2010.

This agreement will provide for a pilot program for pest control services of low income City residents, expanding the Center for Disease Control and Prevention Demonstration Project (Phase II). Upon completion of the pilot period, if the program continues, the requirements will be competitively bid.

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

- | | | |
|--|-------------|----------|
| 11. TEAM SERVICE CORPORATION | \$ 5,060.00 | Only Bid |
| Solicitation No. 07000 - Starters, Non-Reversing Reduced
Voltage Solid State - Department of Public Works - Req. No.
R537248 | | |
| 12. CUMMINS-WAGNER CO., INC. | \$ 7,060.95 | Low Bid |
| Solicitation No. 07000 - Polymer Sump Pump - Department of
Public Works - Req. No. R536735 | | |

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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|---|-------------|----------------------|
| 13. ALTY CLEANING
SERVICE, INC. | \$ 6,480.00 | Ratification/Renewal |
| Solicitation No. B50000686 - Janitorial Services Branch #8 -
Enoch Pratt Free Library - Req. No. R537947 | | |

Due to an administrative error a change order to this award was not noted and funds expired.

On October 15, 2008, the Board approved the initial award in the amount of \$6,480.00. The award contained three 1-year renewals. On September 20, 2009, the Board approved a ratification in the amount of \$1,620.00. This is the first 1-year renewal in the amount of \$6,480.00.

- | | | |
|---|-------------|-------------|
| 14. SHINGLE & GIBB | \$20,000.00 | Sole Source |
| Solicitation No. 08000 - Software System Audit - Department of
Public Works - Req. No. R537163 | | |

This is for the procurement of a SCADA (supervisory control and data acquisition) project system review and audit. This is required to examine and troubleshoot the new Citech SCADA software installation at the Ashburton Water Filtration Plant. Shingle & Gibb is the only authorized Citech representative for the Maryland area.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 15. FAMILY INN BAKERY & DELI | N/A | Selected Source |
| Solicitation No. 06000 - Concession Services - Department of Recreation and Parks - Req. No. To be determined. | | |

The Mt. Pleasant Ice Skating Rink is in need of food and beverages to be provided to the patrons. The Family Inn Bakery & Deli will manage the snack bar and give the City 12% of their food and drink gross sales. Because of their presence at the Shake 'N Bake Recreation Center, they are able to swiftly move in and provide concession services to the Mt. Pleasant Ice Skating Rink. During the term period, the Bureau of Purchases will create and advertise a formal solicitation for these services to be effective for multiple years.

- | | | |
|---|-------------|---------|
| 16. NATIONAL ENVIRONMENTAL, INC. | \$ 5,762.90 | Low Bid |
| Solicitation No. B50001288 - Clinical Supplies - Health Department - Req. No. R532369 | | |

- | | | |
|---|-------------|---------|
| 17. SITEIMPROVE, INC. | \$ 6,986.00 | Low Bid |
| Solicitation No. 07000 - Automated Website Monitoring Application - Mayor's Office of Information Technology - Req. No. R536756 | | |

- | | | |
|---|--------------|---------|
| 18. F.L. ANDERSON CO. | \$200,000.00 | Renewal |
| Solicitation No. B50000217 - Firefighter Turnout Gear - Fire Department - PO To be assigned | | |

On January 23, 2008 the Board approved the initial award in the amount of \$400,000.00. The award contained two 1-year renewals at the sole discretion of the City. On March 5, 2008, the Board approved an increase in the amount of \$1,382,960.00. Authority is requested to exercise the first 1-year renewal for the in the amount of \$200,000.00.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|---|--------------|----------------------|
| 19. S.T.A.R. ASSOCIATES,
INC. | \$192,500.00 | Renewal/
Increase |
| Solicitation No. B50000570 - Transportation for the Hooper Center - Commission on Aging and Retirement Education - Req. No. R536688 | | |

On October 1, 2008, the Board approved the initial award and funding for the first year in the amount of \$288,750.00. An increase was awarded by the City Purchasing Agent in the amount of \$50,000.00. This increase in the amount of \$192,500.00 is necessary to provide funds for the period December 16, 2009 through December 15, 2010.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|-------------|
| 20. DENALI SOLUTIONS,
LLC, | \$ 73,339.00 | Sole Source |
| Solicitation No. 08000 - Licenses and Support for Police Disciplinary Tracking System - Police Department - R537088 | | |

The vendor is the sole provider of software licenses, updates and basic support maintenance associated for the installation of disciplinary tracking system.

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

21. KERSHNER ENVIRONMENTAL

TECHNOLOGIES, LLC	\$ 0.00	Extension
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Solicitation No. 08000 - Furnish and Deliver Chlorination and De-Chlorination Parts - Department of Public Works, Bureau of Water and Wastewater - Req. Nos. Various

On January 23, 2008, the Board approved the initial award in the amount of \$150,000.00. On October 1, 2008, the Board approved an increase in the amount of \$200,000.00. An extension of the current contract for the period January 9, 2010 through February 28, 2010 is necessary to allow time to conclude a new agreement with the vendor.

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

22. DELTA CHEMICAL

CORPORATION	\$3,000,000.00	Renewal
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Solicitation No. B50000204 - Aluminum Sulfate - Agencies Various - Req. Nos. Various

On November 21, 2007, the Board approved the initial award in the amount of \$1,404,850.00. The award contained an option to renew at the sole discretion of the City. Subsequent actions have been approved. Authority is requested to exercise the second 1-year renewal in the amount of \$3,000,000.00.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

23. PRIORITY HEALTHCARE

DISTRIBUTION, INC., d/b/a

CURASCRIP SPECIALTY

DISTRIBUTION

CVS CORPORATION

\$ 60,000.00

Selected Source

Solicitation No. 06000 - Implanon - Health Department - Req.

No. R534044

The vendors are authorized distributors of the birth control medication Implanon. Both distributors offer the City the same prices for Implanon under the federally mandated 340b Drug Pricing Program.

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

MWBOO GRANTED A WAIVER.

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

Also, due to the deferred starting date of the Charm City Circular, the City was able to reduce the amount it needs to finance, by using funds initially intended for operations in the first half of FY 10, but no longer needed for this purpose due to the delayed start of the Circular.

Specifically, Amendment No. 2 and the related documents provide for the following.

1. The amount financed by the City via Veolia's Assignee to pay for the buses is reduced from approximately \$6,400,000.00 to \$3,500,000.00. The interest rate on the amount financed is reduced from 7% to 3.889%, and the repayment term for the amount financed is reduced from 12 years to 7 years.
2. Advertising revenue sharing provisions and the City's right to increase operating hours are modified in such a way as to achieve tax-exempt status without materially affecting the business terms of the original agreement.
3. Certain provisions are added because Veolia will assign its finance payments to the Assignee.
4. The City agrees to pay Veolia an additional \$20,000.00 for costs related to the revised payment terms.
5. Terms related to the payment of titling taxes for the buses are deleted from the original agreement.
6. Amendment No. 1 is terminated since its provisions regarding advertising revenue are replaced by Amendment No. 2.

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

In conclusion, taking advantage of this assignment agreement, tax-exempt financing structure, and reduction of amount financed, the City will save an estimated \$2,370,000.00 in interest payments over the next seven years and \$780,000.00 in titling taxes.

FILE NO. 57006

President: "Do we have any scheduling announcement?"

Clerk: "No, we don't."

Mayor: "I have one more item on the routine."

President: "Madam Mayor."

Mayor: "Yeah, Madam President, I have one item. It is on the routine but I want to note its amendment sixty-six. As you know, we were hoping back in August, September to have the circulator up and running, the free transportation. But due to construction constraints etcetera, with the economy we do have a date now, January 11th but as a result of that, its actually a silver lining for the delay because we are now going to be able to save close to about \$2,500,000.00 whereas we will be able to payoff some of the buses as a result of this delay and so the action today at the Board actually is a little complicated but ultimately we have great savings. And, so we expect

MINUTES

\$3,100,000.00 over the next seven years. So, the delay has helped in many ways to payoff and in some ways to restructure the deal but to also have definitive date of January 11th.

President: "Thank you. Is there anything else? If there is no more business before the Board, the meeting will recess until bid opening at 12:00 noon, thank you."

* * * * *

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and the extensions. UPON FURTHER MOTION duly made and seconded, the Board approved and authorize execution of amendment no. 2 with Veolia Transportation Services, Inc. The Comptroller **ABSTAINED** on item no. 19.

MINUTES

Baltimore Development Corporation (BDC) - Management Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a management agreement with Otis Warren Real Estate Resources, L.L.C. The period of the agreement is January 1, 2010 through December 31, 2010.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This management agreement will provide property management and brokerage services at 2901 Druid Park Drive and the retail space at 10 North Holliday Street.

In 1997, Otis Warren Real Estate Resources, L.L.C. was selected by the BDC, under a competitive Request for Proposal, to provide property management and brokerage services for various properties and business parks maintained by the BDC for the City. On May 18, 1997, the Board approved the initial management agreement; and since that date, Otis Warren Real Estate Resources, L.L.C. has assisted the BDC in the management, leasing, and sale of the properties in the portfolio. Today, Otis Warren Real Estate Resources, L.L.C. handles two properties: 2901 Druid Park Drive and the retail spaces in the East Baltimore Street Garage, located at 10 North Holliday Street.

The property located at 2901 Druid Park Drive is a renovated 1930's elementary school, with 75,170 square of leasable space; it serves as an incubator for small to medium sized businesses in northwest Baltimore. The property is 99% occupied, with over 44 tenants, primarily MBE and WBE firms. The retail space at the East Baltimore Street Garage has approximately 8,978 square feet and is 98% occupied with two tenants occupying 8,978 square feet.

MINUTES

BDC - cont'd

The management agreement will include the following fees and terms:

- Management fee: 5.57% of actual net rental revenues;
- Broker fees: 6% for year 1, 4% for year 2, 4% for year 3, 3% for year 4, 3% for year 5, and 2% for each successive year; and
- Quarterly reports to the BDC

MBE/WBE PARTICIPATION:

Otis Warren Real Estate Resources, L.L.C. covenants and agrees to use all reasonable, good faith efforts to comply with a goal of 27% MBE and 17% WBE for expenditure and capital improvements. Periodic reporting on MBE/WBE expenditures is required.

FILE NO. ?????

UPON MOTION duly made and seconded, the Board approved and authorized execution of the management agreement with Otis Warren Real Estate Resources, L.L.C.

MINUTES

Baltimore Development Corporation (BDC) - Management Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a management agreement with W.C. Pinkard & Co., Inc. d/b/a Colliers Pinkard. The period of the agreement is January 1, 2010 through December 31, 2010.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This management agreement will provide property management and brokerage services at 7 East Redwood Street.

The City acquired 7 East Redwood Street in November 1996 as a part of the successful effort to retain the corporate headquarters of Legg Mason in Baltimore City.

In 1997, Colliers Pinkard was selected by the BDC, under a competitive Request for Proposal, to provide property management and brokerage services for various properties and business parks maintained by the BDC for the City. On September 10, 1997, the Board approved the initial management agreement to retain the professional services of Colliers Pinkard. The Board approved an extension on October 1, 2003.

Located in the central business district, 7 East Redwood is a 20-story historic office building. Colliers Pinkard has managed 7 East Redwood Street for 30 years prior to the City's acquisition of the building.

MINUTES

BDC - cont'd

The management agreement will include the following fees and terms:

- Management fee: 3% of actual revenues or a minimum of \$4,000.00 per month;
- Broker fees: 6% for year 1, 4% for year 2, 4% for year 3, 3% for year 4, 3% for year 5, and 2% for each successive year; and
- Monthly reports to the BDC

MBE/WBE PARTICIPATION:

Colliers Pinkard covenants and agrees to use all reasonable, good faith efforts to comply with a goal of 27% MBE and 10% WBE for expenditure and capital improvements. Periodic reporting on MBE/WBE expenditures is required.

FILE NO. ?????

UPON MOTION duly made and seconded, the Board approved and authorized execution of the management agreement with W.C.

Pinkard & Co., Inc. d/b/a Colliers Pinkard.

MINUTES

Baltimore Development Corporation (BDC) - Land Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition agreement with Howard Street Lofts, LLC, developer, for the sale of the four properties located at 408-410 N. Howard Street (a combined property), 412 N. Howard Street, 414 N. Howard Street and 416 N. Howard Street all located in Disposition Lot 12 in the Market Center Urban Renewal Plan (the site).

The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

\$ 600,000.00 - Sale Price

\$300,000.00 - Purchase Money Promissory Note -

30 years, no interest years 1-10,
2% interest plus principal thereafter

\$200,000.00 - Residual Receipts Promissory Note

Due upon sale of property, no interest will
accrue during the term of the Note

BACKGROUND/EXPLANATION:

The purchaser will pay \$100,000.00 at settlement.

In 2007, the BDC, on behalf of the City of Baltimore, issued a Request for Proposal for the redevelopment of four sites in the Market Center Urban Renewal Area, including Site B (408-416 N. Howard Street).

MINUTES

BDC - cont'd

Two responses were received for the properties at 408-416 N. Howard Street, which were reviewed by an Advisory Review Panel. An Exclusive Negotiating Privilege was subsequently awarded to Howard Street Lofts, LLC, a Limited Liability Company owned and managed by Mr. Sean MacCarthy and Mr. Alex Shewchuk.

In 1995, the City acquired the properties located at 408-410 N. Howard Street for \$150,000.00, 414 N. Howard Street for \$85,000.00, and 416 N. Howard Street for \$66,000.00. In 1997, the City acquired the property located at 412 N. Howard Street for \$80,000.00 for a total of \$381,000.00.

The properties were appraised by Concord Appraisal Company and Woodley Appraisal Group in September 2009. The appraisals are as follows: 408-410 N. Howard Street for \$600,000.00; 412 N. Howard Street for \$200,000.00; 414 N. Howard Street for \$230,000.00; and 416 N. Howard Street for \$180,000.00, for a total of \$1,210,000.00.

The project will consist of the development of the four properties as mixed-use, with 7,900 square feet of retail/office space and eight on-site parking spaces on street level and 26 new residences. The total project costs are anticipated to be approximately \$7,700,000.00.

The Purchase Money Promissory Note, in the amount of \$300,000.00, is for a term of 30 years; interest does not accrue during the first ten years. Thereafter, interest will accrue at a rate of 2% per annum, plus principal. The City will secure this obligation by filing a second lien on the land and improvements, behind the primary mortgage.

The Residual Receipts Promissory Note is due upon the sale of the property by the developer. Interest does not accrue during the term of the Note. The City will secure this obligation by filing a third lien on the land and improvements, behind the primary mortgage and the City's Purchase Money Promissory Note.

MINUTES

BDC - cont'd

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

This project will further stabilize the 400 block of N. Howard Street with street level retail activity and new residential units on the upper floors. The rehabilitation of 408-416 N. Howard Street will further catalyze redevelopment in the northern portion of Market Center.

Economic benefits to the City include increased property taxes from the newly renovated buildings, sales tax from the first floor retail tenants and job creation. The job creation includes an estimated nine full-time equivalent (FTE) retail jobs created by 1st floor tenants and property management of the residential units.

The project is located directly south of the recently completed St. James Place project. The redevelopment of St. James Place represents a City investment of \$2,000,000.00. This project will benefit the immediate community by reinvigorating a largely vacant block of City-owned properties with new residents, retail tenants, and their customers.

This mid-block group of blighted, City-owned properties will be rehabilitated through the City's investment (land write-down). The City's investment will assist in spurring private investment that would otherwise not occur. The elimination of these blighted conditions will also encourage private investment in redevelopment of nearby properties.

MBE/WBE PARTICIPATION:

The developer has signed the Commitment to Comply with Article 5, Subtitle 28 of the Baltimore City Code (2000 Edition) regarding participation by Minority Business Enterprise and Women's Business Enterprise.

FILE NO. ?????

UPON MOTION duly made and seconded, the Board approved and

MINUTES

DHCD - cont'd

authorized execution of the land disposition agreement with Howard Street Lofts, LLC, developer, for the sale of the four properties located at 408-410 N. Howard Street (a combined property), 412 N. Howard Street, 414 N. Howard Street and 416 N. Howard Street all located in Disposition Lot 12 in the Market Center Urban Renewal Plan (the site). The Board also authorized the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

MINUTES**PROPOSALS AND SPECIFICATIONS**

Bureau of Water &
Waste Water

- WC 1164, Towson Finished Water Reservoir Cover and Miscellaneous Repairs
- BIDS TO BE RECV'D: 02/03/2010**
BIDS TO BE OPENED: 02/03/2010

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.

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

Department of Transportation - TR 08316, Construction of
CCTV Cameras & Signal
Rewiring Citywide JOC
BIDS TO BE RECV'D: 01/13/10
BIDS TO BE OPENED: 01/13/10

Department of Transportation - TR 08318, Installation of
Fiber Optic & Copper
Communications Systems
Citywide - JOC
BIDS TO BE RECV'D: 01/13/10
BIDS TO BE OPENED: 01/13/10

MINUTES

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

Department of Transportation - TR 05314, Resurfacing
Wilkins Avenue From 450'
West of Brunswick Street -
Federal

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

Department of Transportation - TR 08304, Resurfacing Kane
Street From Pratt Street to
North Point Blvd - Federal

P. Flanigan & Sons, Inc.
Potts & Callahan, Inc.
Machado Construction
Gray & Son, Inc
The American Asphalt Co.
M. Luis Construction Co., Inc.
Civil Construction, LLC

Department of Transportation - TR 09004, Reconstruction of
Footways Citywide - Local

Santos Construction Company, Inc.
Civil Construction, LLC
M. Luis Construction Co., Inc.
Machado Construction Co., Inc.

MINUTES

Department of Transportation - TR 09012, Seton Business
Park Access Improvements

- P. Flanigan & Sons, Inc.
- Potts & Callahan, Inc.
- Civil Construction, LLC
- Concrete General, Inc.
- Monumental Paving & Excavating, Inc.
- M. Luis Construction Co., Inc.
- Machado Construction, Co., Inc.

Bureau of Purchases - B50001244, Bomb Response
Vehicle

- Farber Specialty Vehicles
- Sirchie Finger Print Laboratories
- Odyssey Automotive Specialty
- Nomad Global Communications Solutions
- Mobile Specialty Vehicles, Inc.
- Gerling and Associates, Inc.
- Specialty Vehicle Solutions

* * * * *

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

JOAN M. PRATT
Secretary