

MINUTES**REGULAR MEETING**

Bernard C. "Jack" Young, President
Stephanie Rawlings-Blake, Mayor
Joan M. Pratt, Comptroller and Secretary
George A. Nilson, City Solicitor
Alfred H. Foxx, Director of Public Works
David E. Ralph, 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.

President: "I would direct the Board members attention to the memorandum from my office, dated January 10, 2011, identifying matters to be considered as routine agenda items together with any corrections or additions that have been noted by the Deputy Comptroller. I will entertain a motion to approve all of the items on the routine agenda."

City Solicitor: "Move the approval of all items on the routine agenda."

Comptroller: "Second."

President: "All those in favor say AYE. All opposed NAY. The routine agenda has been adopted. Madam Mayor."

Mayor: "Thank you very much, Mr. President. I just want to make a brief statement about the Police involved shooting over the weekend. All of us in Baltimore will continue to keep the victims and the families affected by this tragedy in our prayers. This investigation is far from over. But I am very

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concerned about the initial facts that indicate only police weapons were discharged in an incident where one civilian and one Police Officer were killed. I have charged Commissioner Bealefeld with fully investigating this incident. He has pledged to give me as well as the people of Baltimore a full accounting of what transpired. There will also be an independent review of the completed investigation and a review of Police Policy and Procedures related to this incident. The police investigation and the outside review will help us understand exactly what happened and help us understand and make sure that nothing like this ever happens again. We must learn from this incident. Everything that we are doing is designed to get to the bottom of this incident quickly and accurately, so that we implement measures to prevent similar incidences in the future. We will continue to provide updated information to the public as this investigation continues. Thank you."

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

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

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

<u>NAMES</u>	<u>DAYS</u>
Kathleen Fay	2
Ann Smith	2
Wendy Allen	<u>2</u>
	6

APPROVED FOR FUNDS BY FINANCE

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

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

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

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

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

<u>NAMES</u>	<u>DAYS</u>
Kim Leith	4
Nathaniel Smith	5
Rose Ann Ullrich	5
Devon Ellis	1
Linnette Copeland	2
Selma Levi	1
Lois Wright	1
Judith Cooper	5
Helen Blumberg	1
Stuart Ragland	<u>3</u>
	28

APPROVED FOR FUNDS BY FINANCE

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

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

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Mayor's Office of Employment - Agreement and Amendments
Development (MOED) to Agreements

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

AGREEMENT

1. **CANGENE BIOPHARMA, INC.** **\$ 25,000.00**

Account: 4000-805310-6310-693305-603051

Cangene BioPharma, Inc. will provide 244 hours of training for 45 incumbent employees through the initiative known as Maryland Business Works.

The incumbent employees will be trained in three 1-day whitebelt training sessions; one 3-day lean yellow belt training session; and five 1-week facilitated, employer focused training sessions. The period of the agreement is January 17, 2011 through April 14, 2011.

AMENDMENTS TO AGREEMENTS

2. **BALTIMORE CITY COMMUNITY COLLEGE** **\$207,000.00**
(BCCC)

Accounts: 4000-806710-6310-467253-603051
4000-807510-6310-467253-603051
4000-896709-6310-467253-603051
4000-897509-6310-467253-603051
5000-585510-5750-467253-603051
5000-585410-5750-467253-603051
6000-605410-6390-467253-603051
4000-806711-6312-467253-603051
4000-807511-6312-467253-603051
4000-894109-6330-467253-603051
4000-585210-5750-649886-603051
4000-803710-6310-467253-603051

On July 15, 2009, the Board approved the original agreement, in the amount of \$75,000.00, that provided for training for 25 participants in the areas specified on the Maryland Higher Education Commission (MHEC) list.

MINUTESMOED - cont'dAMENDMENTS TO AGREEMENTS - cont'd

On June 9, 2010, the Board approved amendment no. 1, in the amount of \$234,000.00, and increased the training to 103 participants in the areas specified on the MHEC.

This amendment no. 2, in the amount of \$207,000.00, provides additional funds and increases the training to 172 participants in the areas specified on the MHEC. This makes the total contract award \$516,000.00. All other terms and conditions of the original agreement remain unchanged.

AUDITS REVIEWED AND HAD NO OBJECTION.

3.	BALTIMORE MENTAL HEALTH SYSTEMS, INC. (BMHSI)	\$	0.00
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On October 6, 2010, the Board approved the original agreement, in the amount of \$50,000.00, with the BMHSI to provide mental health assessment, treatment, and psychiatric consultations for 50 youth referred by MOED Youth Opportunity Centers. This amendment to agreement extends the period of the agreement through June 30, 2011. All other terms and conditions of the original 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 foregoing agreement and the amendments to agreements.

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Bureau of Solid Waste - Memorandum of Understanding (MOU)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding with the Housing Authority of Baltimore City (HABC). The period of the memorandum of understanding is effective upon Board approval for one year, with four additional one-year renewal periods.

AMOUNT OF MONEY AND SOURCE:

\$350,000.00 - year one

BACKGROUND/EXPLANATION:

The Department of Public Works, Bureau of Solid Waste will provide collection and disposal of residential and commercial waste at certain public housing developments owned and operated by the HABC. For the initial term of this MOU, the DPW will receive as compensation from HABC, \$350,000.00 for the waste collection and disposal services. After the initial term of this MOU, the compensation to the DPW will increase by 3% for each additional year. In addition, the HABC will pay the DPW \$190,000.00 for the purchase of a garbage truck to be used by the Bureau of Solid Waste for the services required at the properties.

NOTED FOR FUNDS BY FINANCE.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with the Housing Authority of Baltimore City. The President **ABSTAINED**.

MINUTES**EXTRA WORK ORDERS AND TRANSFER OF FUNDS**

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UPON MOTION duly made and seconded,

the Board approved

Extra Work Orders and Transfer of Funds

listed on the following pages:

9 - 10

All of the EWOs have been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

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EXTRA WORK ORDERS

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

Department of Transportation (DOT)

1. EWO #001, \$825,000.00 - TR 02398, Rehabilitation of Argonne Drive Bridge Over Herring Run

\$5,676,777.00	-	American Infra-	-	-
		structure, Inc.		

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$750,000.00	9950-904215-9509	
Federal	Constr. Res.	
	Pedestrian Wayfinding	
75,000.00	9950-903117-9509	
Federal	Eutaw St Rehab.	
<u>\$825,000.00</u>	-----	9950-901942-9508-2
		Contingencies
		Argonne Drive
		Bridge over Herring
		Run

This transfer will provide funds to cover costs associated with Change Order No. 1 on Project TR 02398 with American Infrastructure.

3. EWO #016, \$182,050.00 - TR 08033, Conduit System Repairs at Various Locations Citywide (JOC)

\$2,237,275.00	\$2,903,465.52	Allied Contractors, -	-
		Inc.	
4. EWO #017, \$218,820.00 - TR 08033, Conduit System Repairs at Various Locations Citywide (JOC)

\$2,237,275.00	\$3,085,515.52	Allied Contractors, -	-
		Inc.	

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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. Compl.</u>
<u>DOT - cont'd</u>			
5. EWO #018, \$202,100.00 - TR 08033, Conduit System Repairs at Various Locations Citywide (JOC)			
\$2,237,275.00	\$3,304,335.52	Allied Contractors, Inc.	- -
6. EWO #026, \$39,975.66 - SC 812, Improvements to the Lower Gwynns Run Interceptor			
\$21,206,342.00	\$3,019,419.64	Carp Seca Corp.	0 99
7. EWO #004, \$27,812.93 - SC 850, Brooklyn Wastewater Pumping Station Force Main Replacement			
\$1,347,777.00	\$ 1,038.23	American Infrastructure, Inc.	0 99
8. EWO #093, \$102,374.20 - WC 1167R, Urgent Need Work Infrastructure Rehabilitation Various Locations			
\$10,932,235.50	\$5,876,391.93	J. Fletcher Creamer & Son, Inc.	0 99
9. EWO #086, \$30,529.94 - SC 791, Eastern Pumping Station Improvements			
\$22,677,334.00	\$1,001,382.08	Whiting-Turner Contracting Co., Inc.	0 95

Department of General Services

10. EWO #039, \$121,031.19 - PB 05802, Center Plaza Renovations - Settlement for Full and Final Payment on this Contract			
\$6,599,000.00	\$1,537,609.04	Facchina Construction Co., Inc.	107 - Days

MINUTES**CITY COUNCIL BILLS:**

10-0595 - An Ordinance concerning the sale of property - 2 parcels of land known as "Canal Parcel" and Lot 3, located in Ward 03, Section 7, Block 1816 for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in (1) a parcel of and known as "Canal Parcel", located in Ward 03, Section 7, Block 1816, consisting of approximately 0.317 acres of land, and (2) a parcel of land known as "Lot 3", located in Ward 03, Section 7, Block 1816, a portion of Lots 002 and 003, consisting of approximately 0.149 acres and no longer needed for public use; and providing for a special effective date.

10-0597 - An Ordinance concerning the sale of property - 1301, 1303, 1305, 1307, and 1309 East Lombard 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 properties known as 1301, 1303, 1305, 1307, and 1309 East Lombard Street (Ward 03, Section 03, Block 1392, Lots 049, 048, 047, 046, and 045) and no longer needed for public use; and providing for a special effective date.

ALL REPORTS RECEIVED WERE FAVORABLE.

UPON MOTION duly made and seconded, the Board approved City Council Bills Nos. 10-0595 and 10-0597 and directed that the bills be returned to the City Council with the recommendation that they also be approved and passed by the Honorable Body. The President **ABSTAINED.**

MINUTESDepartment of Audits - Audit Report and Related Audit Digest

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

Audit of the City of Baltimore Maryland 9-1-1 Emergency Number System Program Actual Receipts and Expenditures Report for the Fiscal Year Ended June 30, 2010.

The Board **NOTED** receipt of the audit report and related audit digest.

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

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

Advanced Fire Protection	\$ 8,000,000.00
Baltimore Pile Driving & Marine Construction, Inc.	\$ 8,000,000.00
Melvin Benhoff & Son, Inc. & Subsidiary	\$ 25,551,000.00
Clean Venture, Inc. & Subsidiary	\$ 97,074,000.00
Compliance Envirosystems, LLC & Subsidiary	\$ 8,000,000.00
Cossentino Contracting Company, Inc.	\$ 8,000,000.00
DRM Associates, Inc.	\$ 1,500,000.00
M.C. Dean Companies	\$613,872,000.00
Donald Excavating, Inc.	\$ 1,500,000.00
JTR, Inc.	\$ 8,000,000.00
Jackson Floor Company	\$ 1,476,000.00
Adrian L. Merton, Inc.	\$111,618,000.00
Morgan-Keller Construction	\$ 24,066,000.00
Powell's Trucking Company, Inc.	\$ 1,500,000.00
RBJ Contracting Company, Inc.	\$ 270,000.00
TelephnoNET Corporation	\$ 234,000.00
TRIJAY Systems, Inc.	\$ 8,000,000.00
1 st Electric, Inc.	\$ 1,500,000.00

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:

AS Architects, Inc.	Architect
CORE Studio Design	Landscape Architect

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

Kimley-Horn and Associates, Inc.	Landscape Architect Engineer Land Survey
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McMahon Associates, Inc.	Engineer Survey
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SCS Engineers	Engineer
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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

Department of Real Estate - Deed

ACTION REQUESTED OF B/E:

The Board is requested to approve execution of a deed with Sinai Hospital of Baltimore, Inc., for the conveyance and closing of the former bed of Greenspring Avenue, which has been legally closed.

AMOUNT OF MONEY AND SOURCE:

\$1.00

BACKGROUND/EXPLANATION:

On September 23, 2009, the City entered into a closing agreement with Sinai Hospital of Baltimore, Inc. (Sinai Hospital), for the closing of the former bed of Greenspring Avenue. The agreement outlines terms, provisions, and obligations for the closure of a 2.22 acre portion of Greenspring Avenue right-of-way. The street proposed to be closed was deeded to the City in 1950 from an affiliate of Sinai Hospital for the consideration of \$1.00 and in return Sinai Hospital is requesting the City, sell the unimproved right-of-way for \$1.00. The City no longer has need for the 2.22 acre unimproved portion of right-of-way.

On October 27, 2010, the Board of Estimates approved a waiver of the payment for the fair market value of the former bed in the amount of \$400,000.00.

Sinai Hospital is proposing to expand its facilities located at Belvedere Avenue and Greenspring Avenue which will add approximately 918,632 square feet of land to the Sinai/Levindale development. This development will create an additional 461 permanent jobs and 220 construction jobs. Sinai Hospital needed to close an unimproved portion of Greenspring Avenue in order to accommodate its storm water management pond. The sale of the portion to the former bed was authorized by means of Sales Ordinance No. 10-511, approved on October 8, 2010.

MINUTES

Department of Real Estate - cont'd

The street closing process is intricate and involves public notice and other procedures before the deed can be prepared for submission to the Board for approval. This deed was recently submitted by the Department of General Services to the Law Department for approval.

(FILE NO. 56664)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the deed with Sinai Hospital of Baltimore, Inc. for the conveyance and closing of the former bed of Greenspring Avenue.

MINUTES

Department of Real Estate - Lease Agreement Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement with ABA Health Services, Inc., tenant, for the rental of a portion of the property known as Lower Park Heights Multipurpose Center, located at 3939 Reisterstown Road - 1st Floor, consisting of approximately 3,780 square feet. The period of the renewal is December 1, 2010 through November 30, 2012. with one two-year renewal option remaining.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Rent</u>	<u>Monthly Installments</u>
1	\$34,064.16	\$2,838.68
2	\$35,086.08	\$2,923.84

BACKGROUND/EXPLANATION:

On March 11, 2009, the Board approved the original lease agreement with ABA Health Services, Inc., tenant, for the purpose of use as their office space for administrative use and counseling services. The original lease agreement was for a two year term commencing on December 1, 2008 through November 31, 2010, with an additional two-year renewal option. All other conditions and provisions of the Lease Agreement dated March 11, 2009 will remain in full force and effect.

This lease agreement renewal is late because of outstanding rental payments that had to be cleared up with the Department of Finance.

(FILE NO. 57063)

MINUTES

Dept. of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of a lease agreement with ABA Health Services, Inc., tenant, for the rental of a portion of the property known as Lower Park Heights Multipurpose Center, located at 3939 Reisterstown Road, 1st floor, consisting of approximately 3,780 square feet.

MINUTESBaltimore National Heritage Area - Grant Agreements

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

1. **MARYLAND HERITAGE AREAS AUTHORITY** **\$ 40,650.00**

Account: 5000-591611-6301-399800-607001

The Baltimore National Heritage Area is one of 11 certified heritage areas in the statewide system administered by the Maryland Heritage Area Authority. Under the terms of this grant agreement, the grant funds will sponsor events that allow Baltimore to be the centerpiece for the state-wide kick-off to the commemoration of the 150th anniversary of the Civil War. It is expected that there will be a significant increase in tourism surrounding the anniversary of the Civil War and the War of 1812 Bicentennial.

Matching funds of \$34,450.00 will be provided by Visit Baltimore. The period of the grant agreement is effective upon Board approval through July 31, 2011.

2. **MARYLAND HERITAGE AREAS AUTHORITY** **\$100,000.00**

Account: 5000-567011-6301-483500-607001

The Baltimore National Heritage Area is one of 11 certified heritage areas in the statewide system administered by the Maryland Heritage Area Authority. Under the terms of this grant agreement, the grant funds will provide funds for the eighth year of operating grant assistance and will be used for the management costs of the Baltimore National Heritage Area.

MINUTESBaltimore National Heritage Area - cont'd

Matching funds of \$100,000.00 will be provided, including \$60,000.00 of FY2011 Baltimore City general funds, \$47,263.00 to support the Director's position, and \$25,000.00 in in-kind services. The period of the grant agreement is effective upon Board approval through June 30, 2011.

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 foregoing grant agreements. The Mayor **ABSTAINED.**

MINUTES**TRAVEL REIMBURSEMENT**Bureau of Water and Wastewater

Misrak Shiferaw	\$ 695.33
Michelle Gabbitas	\$ 919.08
Opinder Singh	\$ 860.87
Remi Urbonas	<u>\$1,090.50</u>
	\$3,565.78

Mr. Shiferaw, Ms. Gabbitas, Mr. Singh, and Mr. Urbonas attended the 2010 Tri-Association Conference in Ocean City, MD from August 31 - September 03, 2010. This was a multi-disciplinary conference, which covered a broad range of topics for the Water and Waste Operators Association, Chesapeake Section American Water Works Association, and the Chesapeake Water Environment Association. The subsistence rate for this location was \$245.00 per day. The Department is requesting reimbursement for transportation, lodging, and conference registration.

M. Shiferaw

\$ 150.23	trans.
\$ 285.10	lodging
\$ 260.00	conf. reg.
<u>\$ 695.33</u>	

M. Gabbitas

\$ 143.50	trans.
\$ 470.58	lodging
\$ 305.00	conf. reg.
<u>\$ 919.08</u>	

O. Singh

\$ 140.07	trans.
\$ 460.80	lodging
\$ 260.00	conf. reg.
<u>\$ 860.87</u>	

R. Urbonas

\$ 2.50	bridge toll
\$ 146.00	trans.
\$ 682.00	lodging
\$ 260.00	conf. reg.
<u>\$1,090.50</u>	

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

MINUTESDepartment 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. 2933 Bartol Avenue	Sage Bartol, LLC	Service connection (1) 4" conduit @ 45'
Annual Charge: \$157.50		
2. 6203 Benhurst Avenue	Sage Bartol, LLC	Service connection (1) 4" conduit @ 45'
Annual Charge: \$157.50		
3. 1049 Greenmount Ave.	Steven Weiner	Retain one single face electric sign 12' x 2½', one flat sign 9' x 6", one spot reflector
Annual Charge: \$175.80		
4. 6404 Eastern Avenue	Eastern Animal Hospital, Inc.	Canopy 25'x 10' fence 31' x 10'
Annual Charge: \$1,067.50		
5. 1005 N. Charles St.	1005 N. Charles St. Partners, LLC	One single face electric sign 9.33' x 2.33'
Annual Charge: \$140.60		
6. 1501 W. Baltimore St.	Alisa C. Tyson	Retain one double face sign, one flat sign, four fluorescent tubes
Annual Charge: \$35.20		

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DGS - cont'd

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
7.	1127 W. 36 th Street	Two Farms, Inc.	Retain three flat signs 1'3" x 7'6"
	Annual Charge: \$52.80		
8.	407 S. Conkling St.	Michael L. Sacilotto	Retain one flat sign 10' x 2'
	Annual Charge: \$35.20		
9.	23 E. North Avenue	Larry H. Gaston	Retain one flat sign 12' x 9'
	Annual Charge: \$151.20		
10.	1818 Maryland Ave.	Jeffrey E. Gordon	Retain one awning w/signage 30'8" x 3'4", one exhaust vent, eight spot reflectors
	Annual Charge: \$848.97		
11.	1401 Aliceanna St. k/a 701 S. Eden St.	701 South Eden Street, LLC	One double face electric sign 15' x 3'3", one single face electric sign 25' x 2'5"
	Annual Charge: \$433.38		

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

MINUTES

Department of General Services - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve an assignment of Task No. 007 to Warwick Supply and Equipment Co., Inc., under the Indefinite Quantity Contract awarded to Warwick Supply and Equipment Co., Inc. (Warwick) on January 14, 2009.

AMOUNT OF MONEY AND SOURCE:

\$209,000.00 - 9950-902874-9508-900020-706065

BACKGROUND/EXPLANATION:

In accordance with the proposal of Warwick dated November 22, 2010, the consultant will perform the Building Interior modifications at 510 Fallsway for the Department of Transportation based on the low price received to complete this project task assignment.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 007 to Warwick Supply and Equipment Co., Inc. under the indefinite Quantity Contract awarded to Warwick Supply and Equipment Co., Inc.

MINUTESDepartment of General Services - 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.	EASTSIDE SITE, LLC	1210	\$ 127,365.39

The developer will install new roadway improvements to their proposed WAWA convenience store located in the vicinity of 6541 Eastern Avenue. This agreement will allow the organization to perform its own installation in accordance with Baltimore City Standards.

A letter of credit in the amount of \$127,365.39 has been issued to Eastside Site, LLC which assumes 100% of the financial responsibility.

2.	FIBERLIGHT, LLC	1216	\$1,010,000.00
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The developer will install new conduit to its proposed site located in the vicinity of Annapolis Road, City Line, to Waterview Ave. This agreement will allow the organization to perform its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$1,010,000.00 has been issued to Fiberlight, LLC 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

Health Department - Revised Notice of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the revised notice of grant award (NGA) extension from the United States Department of Health and Human Services. The period of the grant extension is June 1, 2008 through September 30, 2011.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANTION:

On January 29, 2009, the Board approved the original NGA in the amount of \$303,484.00 for the Health Care and Other Facilities budget/project for the period June 1, 2008 through May 31, 2009.

On August 31, 2009, the Department received a revised NGA reflecting approval of a no-cost extension ending November 30, 2009. On March 25, 2010 the Department received another revised NGA extending the period to September 30, 2010.

On September 29, 2010, the Department received another revised NGA to extend the grant budget/project to September 30, 2011.

The NGA is late because the revised NGAs were misplaced, when there were staff changes.

APPROVED FOR FUNDS BY FINANCE**AUDITS NOTED THE NO-COST TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved acceptance of the revised notice of grant award extension from the United States Department of Health and Human Services.

MINUTES

Health Department - Request for Application

ACTION REQUESTED OF B/E:

The Board is requested to approve a Request for Applications (RFA) for Title X Family Planning services to the uninsured and underinsured. The funding will be for up to two years within the fiscal years 2012 and 2013.

AMOUNT OF MONEY AND SOURCE:

\$75,000.00 each year - 4000-422711-3080-294000-603051

BACKGROUND/EXPLANTION:

Title X categorical funds are allocated by the federal government to states for the provision of reproductive health services to the uninsured and underinsured. Title X exists specifically because of the contribution of family planning in addressing birth outcomes. Equal access to reproductive health services is one approach in reducing the infant mortality rate in the United States, and specifically targets the disparities that exist for low-income and minority women.

The DHMH has been the grantee for Title X funds for Maryland for 32 years. The mission of DHMH focuses on reducing unintended pregnancies through equal access to reproductive health services. This mission is reflected through the Health Department and other sub-grantees of Title X funds throughout the State.

The funding in the approximate amount of \$75,000.00 each year will be awarded to subgrantees in amounts between \$2,000.00 to \$25,000.00. The number of awards will depend on which applications are funded.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the Request for Applications for Title X Family Planning Services to the uninsured and underinsured.

MINUTESHealth Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2010 through June 30, 2011, unless otherwise indicated.

1. **THE JOHNS HOPKINS UNIVERSITY** **\$ 24,695.00**

Account: 4000-424511-3023-274422-603051

The organization will provide HIV Oral Health Services for the Pediatric & Adolescent HIV/AIDS Program for the Ryan White Part B Program. Services will include but are not limited to dental examinations, maintenance cleaning, dental x-rays as needed, written treatment plans to maintain oral health and function, and individualized oral hygiene instruction.

2. **THE JOHNS HOPKINS UNIVERSITY** **\$ 48,394.00**

Account: 4000-424511-3023-274425-603051

The organization will provide Non-Medical Case Management (Women's Initiatives) for the Ryan White Part B Program. The ultimate goal of Non-Medical Case Management is to identify potential barriers for the care of HIV infected women, during pregnancy who are enrolled at the Center for Addiction in Pregnancy at Johns Hopkins Bayview Campus.

MWBOO GRANTED A WAIVER.

3. **THE JOHNS HOPKINS UNIVERSITY** **\$ 30,606.00**

Account: 4000-424511-3023-274431-603051

The Johns Hopkins University, Pediatric and Adolescent HIV/AIDS program will provide services to HIV infected children and youth enrolled in the Intensive Primary Care Clinic (IPCC). Ryan White Part B funding will partially support the Child Life Specialist to provide developmentally appropriate psychological support services to 60 HIV infected children and youth enrolled in the IPCC.

MWBOO GRANTED A WAIVER.

MINUTES

Health Dept. - cont'd

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

4. **BON SECOURS BALTIMORE HEALTH CORPORATION** **\$ 67,500.00**

Account: 4000-422011-3030-513221-603051

The organization will provide 2,250 rapid HIV tests, provide services in the Emergency Department at Bon Secours Hospital, complete one site visit during the project period and potentially unannounced site visits, as needed and attend at least two collaborative grant meetings with the project monitors. All HIV testing counselors will attend required training, participate in annual competencies and proficiency testing programs, and provide all proposed conference abstracts and publications to the Baltimore City Health Department and the Maryland AIDS Administration. The period of the agreement is October 1, 2010 through June 30, 2011.

The agreement is late because of the delay in receiving an acceptable scope and budget.

MWBOO GRANTED A WAIVER.

5. **KENNEDY KREIGER INSTITUTE, INC.** **\$ 52,887.00**

Account: 5000-587410-5750-672209-603051

The organization will provide service coordinators to provide early intervention coordination services to eligible infants, toddlers and families within the Orthodox Jewish and Latino communities in Baltimore City. This is a largely underserved population.

The agreement is late because budget revisions delayed the processing.

MWBOO GRANTED A WAIVER.

MINUTES

Health Dept. - cont'd

6. **THE JOHNS HOPKINS UNIVERSITY BLOOMBERG
SCHOOL OF PUBLIC HEALTH** **\$ 94,000.00**

Account: 4000-418711-3030-513200-603051

The organization will provide services to prevent new HIV infections among Men Having Sex with Men in Baltimore City, particularly African American men who have tested seropositive for HIV/AIDS infection.

The agreement is late because funds were awarded late in the grant year.

MWBOO GRANTED A WAIVER.

7. **THE AFTER-SCHOOL INSTITUTE, INC.** **\$ 55,200.00**

Account: 4000-424211-513215-603051

The organization will provide services to increase HIV/AIDS awareness, knowledge, risk-reduction measures, and change in behavior that leads to the prevention of new HIV infections among African American youth in Baltimore City.

8. **THE HARRY AND JEANETTE WEINBERG
PLACE, INC.** **\$ 13,187.00**

Account: 4000-432911-3024-268400-604014

The organization will provide meals for the Title III C-1 Congregate Housing Meal Services program. The program will serve Kosher meals to elderly clients at the Weinberg Place Apartments located at 2500 W. Belvedere Avenue. The provider will service 2,080 meals. The period of the agreement is October 1, 2010 through September 30, 2011.

MINUTES

Health Department - cont'd

This agreement is late because of the transition between the Commission on Aging and Retirement Education and the Baltimore City Health Department.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned agreements. The President **ABSTAINED** on item nos. 1, 2, 3 and 6.

MINUTES

Office of the Labor Commissioner - AM 204-22 Inclement Weather
Conditions and City
Emergencies Policy

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** the revisions to the Administrative Manual Policy, AM 204-22, Inclement Weather Conditions and City Emergencies Policy.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

After the record snowstorms in February 2010, the Office of the Labor Commissioner was charged with reviewing, and if necessary, revising the City's Inclement Weather Policy AM 204-22. An ad hoc committee was formed and policies from the surrounding jurisdictions were received and reviewed for the best practices. The revised policy addresses inclement weather conditions as well as other City emergencies and disasters. The policy also provides for the designation of emergency essential employees whereby non-essential employees may be temporarily designated essential for specific emergencies. These employees will resume the status of non-essential once the emergencies are over.

A draft policy was sent to the unions on November 4, 2010. A meeting was conducted on November 17, 2010 to discuss any concerns the unions may have had about the draft policy. Based on the comments and concerns expressed by the union representatives, additional changes were made to the draft. The draft policy was reissued on December 6, 2010 with a deadline of December 23, 2010 to respond in writing. No additional comments were received in writing by the December 23rd deadline.

The draft policy was reviewed by the Departments of Human Resources, Finance and Transportation.

UPON MOTION duly made and seconded, the Board **NOTED** the revisions to the Administrative Manual Policy, AM 204-22, Inclement Weather Conditions and City Emergencies Policy.

MINUTES**TRANSFERS OF FUNDS**

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Transfers of Funds

listed on the following pages:

34 - 40

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 items nos. 5 and 6.

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
1. \$ 6,446.00	9910-904115-9600	9910-905825-9603
22 nd EDF	Constr. Res.	West Side
	West Side	Downtown
	Initiative	

This transfer will provide the funds necessary for the Department of General Services to board-up and make other security measures on several City-owned vacant properties to prevent vagrancy. These properties include 408 Park Avenue, 408 - 412 N. Howard Street, 142 W. Fayette Street and 206 W. Fayette Street.

Department of Transportation

2. \$ 43,444.64	9950-908402-9509	9950-904402-9508-3
MVR	Const. Res.	Design & Studies
	Boston/O'Donnell	Boston/O'Donnell
	Connector Rd.	Connector Rd.

This transfer will provide funds to cover the costs associated with award of Task No. 20 on project 1074 (B/D # 08040) to Sabra, Wang & Associates, Inc. to provide engineering services on the project "Boston/O'Donnell Connector Road"

3. \$ 16,081.78	9950-917001-9507	9950-906312-9527-6
State Rev.	Const. Res.	Structures &
	Highways	Improvements
		Inner Harbor -
		Infrastructure/
		Utility

This transfer will move the State Revenue Appropriation in the account to make the appropriation available for the matching contribution received from the Maryland Department of Natural Resources for installing four cameras at the Inner Harbor.

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation - cont'd</u>		
4. \$ 10,000.00	9950-902921-9509	9950-912616-9508-3
Federal	Const. Res.	Design & Studies
	Interstate	West Baltimore
	Access	Trail Improvements

This transfer will fund costs associated with the project TR 09303 - West Baltimore Trail Improvements for the design review fee to the State Highway Administration and other miscellaneous expenses related to the project.

Bureau of Water & Wastewater (BW&WW)

5. \$ 390,000.00	9960-904709-9558	
County Approp.	Const. Res.	
	Towson Finished	
	Reservoir	
610,000.00	" "	
Water Rev.		
Bonds		
<u>\$1,000,000.00</u>	-----	9960-904432-9557- 900020-3 Engineering

The funds are required to cover the cost of Extra Work and Amendment No. 3 for WC 8652, PAS-Renovations to the Ashburton Filtration Plant, (BD 04654).

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
BW&WW - cont'd		
6. \$ 858,000.00	9956-907624-9549	
County Approp.	Const. Res.	
	Rehab Program	
	Herring Run	
792,000.00	" "	
Water Rev. Bonds		
<u>\$1,650,000.00</u>		
\$1,497,353.69	-----	9956-905653-9551-3
		Design
<u>152,646,31</u>	-----	9956-905653-9551-9
		Administrative
\$1,650,000.00		

The funds are needed to award Project 1124U, Design of Improvements to the Herring Run Sewershed Collection System.

Department of Recreation and Parks (Rec. & Parks)

7. \$ 12,000.00	9938-904809-9575	9938-905809-9474
State	Reserve	Active
	City Park	City Park
	Maintenance FY11	Maintenance FY11

The transfer will provide funds to cover the costs associated with design services under on-call Contract No. 1064, Task No. 34 to Greenman-Pedersen, Inc.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Rec. & Parks - cont'd</u>		
8. \$ 10,000.00	9938-907808-9475	9938-907808-9474
State	Reserve	Active
	Community Park &	Community Park &
	Playgrounds FY11	Playgrounds FY11

The transfer will provide funds to cover the costs associated with the topographic survey for Woodbourne playground.

9. \$ 3,103.20	9938-901460-9474	9938-901699-9474
General Fund	Active	Active
	Park Buildings	Cylburn Arboretum
	Modernization	Master Plan

This transfer will provide funds to cover the costs associated with Change Order No. 6 for Cylburn Arboretum Greenhouse Addition project under Contract PB 07808.

10. \$ 20,000.00	9938-905793-9475	9938-904793-9474
Rec. & Parks	Reserve	Active
25 th Series	Citywide Park	Citywide Park
	Maintenance	Maintenance

This transfer will provide funds to cover the costs associated with the renovation of the athletic field at Latrobe Park.

11. \$ 24,000.00	9938-902742-9475	9938-901721-9474
General Fund	Reserve	Active
	Park & Recreation	Park & Recreation
	Facility	Facility
	Renovation	Renovation

The transfer will provide funds to cover the costs associated with Change Order No. 7 for James Gross Recreation Center HVAC Upgrade project under Contract PB 07813 and to reconcile the account's deficit.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Rec. & Parks - cont'd</u>		
12. \$ 16,500.00	9938-902747-9475	
State	Reserve	
	Athletic Courts	
	& Fields Reno.	
	FY08	
5,500.00	" "	
Rec. & Parks		
<u>24th Series</u>		
\$ <u>22,000.00</u>	-----	9938-901747-9474
		Active Athletic
		Courts & Fields
		Reno. FY08

This transfer will provide funds to cover the costs associated with design services under on-call Contract No. 1066, Task No. 31 to Hord Coplan Macht, Inc.

13. \$ 25,000.00	9938-908764-9475	
Rec. & Parks	Reserve	
24 th Series	Park & Playgrounds	
	FY09	
75,000.00	9938-913001-9475	
State	Unallotted	
\$ <u>100,000.00</u>	-----	9938-907764-9474
		Active
		Park & Playgrounds
		FY09

This transfer will provide funds to cover the costs associated with design services under on-call Contract No. 1065, Task No. 22 to Mahan Rykiel Associates, Inc.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
Rec. & Parks - cont'd		
14. \$ 51,000.00	9938-902743-9475	
State	Reserve	
17,000.00	9938-902743-9475	
Rec. & Parks	Reserve	
24 th Series	Rec. & Parks	
	Facilities Improv.	
	FY08 Unallotted	
<u>\$ 68,000.00</u>	-----	9938-901743-9474
		Active
		Rec. & Park
		Facilities
		Improvements
		FY08

This transfer will provide funds to cover the costs associated with design services for Morrell Park Recreation Center under on-call Contract No. 1066, Task No. 30 to Hord Coplan Macht, Inc.

15. \$ 6,600.62	9938-901638-9474	
Rec. & Parks	Active	
18 th Series	Ft. Smallwood Park	
30,000.00	9938-902745-9415	
Rec. & Parks	Reserve	
25 th Series	Major Park Improv.	
	FY08	

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Dept. of Rec. & Parks - cont'd</u>		
21,291.83	9938-901752-9474	
General Fund	Active	
	Various Park Improv.	
<u>\$ 57,892.45</u>	-----	9938-901723-9474
		Active
		Major Park Improv.
		FY07

This transfer will provide funds to cover the costs associated with Change Order Nos. 18 & 19 for Cylburn Arboretum Orientation and Education Center project under contract BP-06822R and reconcile the account's deficit.

Department of General Services

16. \$ 70,000.00	9916-903930-9194	9916-905930-9197
State Stimulus	Water Infra-	Water Infra-
	structure Upgrades	structure Upgrades
	for Various City	for Various City
	Buildings -	Buildings - Active
	Reserve	

Whitman, Requardt & Associates was selected by the Energy Office among the three on-call consultants that participated in submitting competitive proposals for Construction Administration Services for Project PB 09826, Water Infrastructure Upgrades for Various City Buildings, funded under the American Recovery and Reinvestment Act of 2009.

MINUTES

Fire Department - Grant Award Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the grant award agreement with the Maryland Institute for Emergency Medical Services Systems. The period of the grant award agreement is July 1, 2010 through June 15, 2011.

AMOUNT OF MONEY AND SOURCE:

\$20,764.80 - 5000-558311-3191-309500

BACKGROUND/EXPLANATION:

Under this grant award agreement, the Baltimore City Fire Department will utilize the funds to complete the FY 2011 Advanced Life Support training courses. There are no future obligations to the Fire Department or the City as a result of the receipt of this grant.

The grant agreement is late because the award letter was received on December 14, 2010.

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 Maryland Institute for Emergency Medical Services Systems.

MINUTES

Fire Department - Donation

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a donation from Carroll Independent Fuel, Inc. of a DOT-406 Petroleum Tank Trailer from the Carroll Independent Fuel, Inc.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Baltimore Fire Department would like to thank the Carroll Independent Fuel, Inc. for its donation of a DOT-406 Petroleum Tank Trailer. This equipment will be placed at the Fire Academy on Pulaski Highway and will be used in conjunction with HAZMAT departmental training. The value of the trailer is \$8,000.00. Approval of this donation requires no funds from the City.

UPON MOTION duly made and seconded, the Board approved acceptance of a donation from Carroll Independent Fuel, Inc. of a DOT-406 Petroleum Tank Trailer.

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 - Condemnations</u>			
1. Kevin Darnell Watford	1010 N. Castle St.	L/H	\$ 5,287.00
2. Mount Royal, LLC	820 N. Castle St.	L/H	\$ 6,700.00
3. Joyce I. Johnson, et al.	2064 E. Eager St.	L/H	\$ 7,260.00
4. Equity Trust Company, Custodian FBO Robert Poudrier IRA	2019 Ashland Ave.	L/H	\$12,012.00
5. Y.B.B. Corporation	2046 E. Eager St.	L/H	\$4,860.00
6. Associated Real Estate Ventures of Maryland, LLC.	2054 E. Eager St.	L/H	\$5,260.00

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

(FILE NO. 56017)

7. Edward F. Gerber	3011 W. North Ave.	G/R	\$ 600.00
			\$90.00

Funds are available in Account No. 9910-908087-9588-900000-704040, 3000 Block of W. North Avenue Project.

(FILE NO. 57206)

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnation or Redemption</u>			
8. Pansy J. Boone	3053 W. North Ave.	G/R \$96.00	\$ 640.00

The Board is requested to approve acquisition of the ground rent interest by condemnation, or in the alternative may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the ground rent interest for this properties.

Funds are available in Account No. 9910-908087-9588-900000-704040, 3000 Block of W. North Avenue Project.

(FILE NO. 57206)DHCD - Options

9. Sandel Investments, LLC.	2751 Tivoly Ave.	G/R \$56.00	\$ 466.67
10. Morents, LLC	2767 Tivoly Ave.	G/R \$56.00	\$ 467.00
11. James Michael Beatty	2770 Tivoly Ave.	G/R \$78.00	\$ 650.00
12. Lloyd Lewis and Narcissus Lewis	2777 Tivoly Ave.	L/H	\$5,000.00
13. Ilene H. Tilson, a/k/a Ilene H. Powers	2784 Tivoly Ave.	G/R \$120.00	\$1,000.00

Funds are available in Account No. 9990-908326-9593-900001-704040, Coldstream Homestead Montebello Project.

(FILE NO. 57188)

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options - cont'd</u>			
14. William Pearlman and Patricia Pearlman, David Pearlman and Esther Pearlman, Joseph Bearman and Monya Bearman and Mayer Savetman and Rochelle Savetman	1839 N. Rosedale St.	G/R \$120.00	\$1,100.00

Funds are available in Account No. 9910-908087-9588-900000-704040, 3000 Block W. North Avenue Project.

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

(FILE NO. 57206)

Law Department - Payment of Settlement

15. Curtis Myles (Prior Owner)	2002 Ashland Ave.	L/H	\$6,280.00
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On March 24, 2010, the City filed a quick-take condemnation case to acquire the leasehold interest in 2002 Ashland Avenue. The property was to be acquired to develop a facility for the State of Maryland, Department of Mental Health and Hygiene (DMHH). When the DMHH identified another site, the City withdrew its quick take petition and proceeded with regular condemnation. The Board previously approved \$9,720.00 to acquire this property. The previous owner demanded \$50,100.00, based upon the tax assessment conducted by the State Department of Assessment and Taxation. At a pre-trial conference, before retired Judge

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options - cont'd</u>			

Carol Smith, the parties agreed to settle the condemnation case for \$16,000.00. Therefore, the Board is requested to approve the difference between the previous approval of \$9,720.00 and the settlement of \$16,000.00 or \$6,280.00.

Funds are available in Account No. 9910-904416-9588-900000-704040.

(FILE NO. 56017)

UPON MOTION duly made and seconded, the Board approved the options, condemnations/quick-takes, and payment of settlement.

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:

48 - 52

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Transfers of Funds were approved

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having reported favorable

thereon, as required by the provisions

of the City Charter.

Item Nos. 5 and 6 were withdrawn.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation

1. TR 11001, Reconstruction of Alleys, Various Locations M. Luis Construction Co., Inc. \$487,775.65

MBE: Fallsway Construction Co., LLC \$135,000.00 27.67%
WBE: Rowen Concrete, Inc. \$ 50,000.00 10.25%

MWBOO FOUND VENDOR IN COMPLIANCE.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$317,944.12	9950-904100-9504	
State Const.	Constr. Res.	
Loan	Alleys & Footways	
242,997.88	" " "	
Others		
<u>\$560,942.00</u>		
\$487,775.65	-----	9950-907437-9504-6
		Structure & Improvements
48,777.57	-----	9950-907437-9504-5
		Inspections
<u>24,388.78</u>	-----	9950-907437-9504-2
		Contingencies
\$560,942.00		Reconstruction of Alleys
		-Citywide

This transfer will cover the cost associated with award of Contract No. TR 11001 to M. Luis Construction Co., Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Department of Transportation

5. TR 07025, Mount Auburn Cemetery Perimeter Rehabilitation R&F Construction, LTD. \$686,108.98

MBE: Priority Construction Corp. \$185,300.00 27.00%

WBE: William T. King, Inc. \$ 56,500.00 8.23%

McCall Trucking, Inc. 12,200.00 1.77%

\$ 68,700.00 10.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

On December 22, 2010, the agency withdrew its recommendation for award. This is a new recommendation.

A PROTEST DATED DECEMBER 3, 2010 WAS RECEIVED FROM WRIGHT, CONSTABLE & SKEEN, L.L.P. REPRESENTING R&F CONSTRUCTION, LTD.

CORRESPONDENCE DATED DECEMBER 9, 2010 WAS RECEIVED FROM HARRIS, JONES & MALONE, INC. REPRESENTING P&J CONTRACTING CO., INC.

A LETTER OF PROTEST HAS BEEN RECEIVED FROM P&J CONTRACTING COMPANY, INC.



LOUIS J. KOZLAKOWSKI, JR.
Writer's Direct Dial / Email:
(410) 659-1314/ LKozlakowski@wcsllaw.com

December 3, 2010

VIA HAND DELIVERY

The Honorable Stephanie Rawlings-Blake,
Mayor
City Hall, Room 250
100 N. Holliday Street
Baltimore, MD 21202

The Honorable Bernard C. Young,
City Counsel President and Chair of
the Board of Estimates
100 N. Holliday Street, Room 400
Baltimore, MD 21204

George Nilson, Esq.
City Solicitor
100 N. Holliday Street, Room 101
Baltimore, MD 21202

The Honorable Joan M. Pratt
Comptroller and Secretary to the Board of Estimates
100 N. Holliday Street, Room 204
Baltimore, MD 21202

Alfred H. Foxx
Director of Public Works
100 N. Holliday Street, Suite 600
Baltimore, MD 21202

Board of Estimates
Attn: Clerk
Room 204 City Hall
100 N. Holliday Street
Baltimore, MD 21202

**Re: Mt. Auburn Cemetery Perimeter Rehabilitation
Contract No.: TR-07025**

Dear Mr. President and Members of the Board of Estimates:

This office represents R&F Construction, Ltd. ("R&F"), and hereby protests the award to P&J Contracting Co., Inc. ("P&J") as its bid is non-responsive as P&J improperly calculated its MBE/WBE participation and did not request a waiver in its bid.

Cleo Enterprise, Inc. was the only MBE/WBE listed in R&J's bid for a subcontract amount of \$60,000 or 10.3% of R&J's total bid. While Cleo has been certified by Baltimore City for hauling of ready mix concrete and seeding and mulching, there is not sufficient hauling and seeding/mulching to pay Cleo \$60,000 for its services.

There are only 7 line items for seeding and mulching seeding (701, 702, 703, 715, 716, 718 and 719) which total \$12,700. There is no line item for hauling of ready mix concrete. The amount of concrete necessary to perform the various lines items (401, 402, 403, 508, 601, 602, 603, 604 and 606) is approximately 220 cubic yards. The price for particular line items includes hauling, materials, labor

HARRISJONES & MALONE, LLC

Robert Fulton Dashiell
2423 Maryland Avenue, Suite 100
Baltimore, MD 21218
Direct Dial: 410-366-1500
Fax Number: 410-366-1501

Board of Estimates
Attn. Bernice H. Taylor, Deputy Comptroller/Clerk
Rm. 204 City Hall
100 N. Holliday Street
Baltimore, Maryland 21202

Re: Tr.07025 (Mt. Auburn Cemetery)/P&J Contracting Company, Inc.

Dear Members of Baltimore City Board of Estimates:

P&J Contracting Company, Inc. ("P&J"), our client, hereby protests the proposed award of the above referenced contract (the "Contract") to R&F Construction, Ltd. ("R&F"), or to any firm, other than P&J. P&J's bid was \$582,277, compared to R&F's bid of \$686,108.98.

As you know, the Contract was initially recommended to be awarded to P&J. Upon information and belief, that decision was subsequently changed based upon MWBOO's reversal of its finding of P&J's compliance with the Contract's WBE participation requirement. P&J indicated in its bid that Cleo Enterprises, Inc. ("Cleo"), a certified WBE contractor, would haul ready mix concrete for the sum of \$36,900, and perform seeding and mulching work valued at \$23,347. On December 3, 2010, a bid protest was filed on behalf of R&F in which it was contended that "the most Cleo can be expected to be paid for its hauling of ready mix concrete is \$6,600", assuming 220 cy of concrete delivered at a costs of \$30 per cy. We have not been told, so we must assume that MWBOO agrees with R&F's assumptions. For the reasons shown below, we maintain that MWBOO's initial finding was correct.

MBWOO may well have agreed with R&F's estimate of 220 CY of concrete which in fact, is relatively close to P&J's estimate of 255. However, we do not believe that MWBOO, in evaluating R&F's estimate of hauling cost, took into account the factors deemed important by our client which render R&F's "general" cost assumption inapplicable. The average amount of concrete to be delivered for this Contract is no more than 3 to 4 CY at a time, far less than a full load. To an experienced contractor, such as our client, that raised three concerns: (i) the priority to be given by the manufacturer to its orders; (ii) the actual timing of delivery; and (iii) the additional charge for less than full loads. To ameliorate as much as possible the potential impact of those risks on its performance of the Contract, our client elected to contract for delivery by a third party, Cleo, at an hourly rate, rather than be at the mercy of a manufacturer whose obvious priority would be given to larger, more predictable orders.

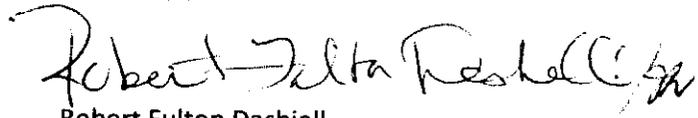
As shown on Exhibit 1 attached hereto, the estimated costs of the concrete, exclusive of delivery charges, is \$20,440. At the hourly rates quoted by Cleo, with a four hour minimum, the hauling cost is \$36,900, resulting in total costs of \$57,340. If purchased from and delivered by a manufacturer the total costs would be \$40,914.00. In the exercise of its business judgment, our client elected to pay the

HARRISJONES & MALONE, LLC

additional \$17,000, rather than assume the risks to project performance that would result from reliance on a manufacturer.

The recommendation now before the Board would penalize our client for the exercise of sound business judgment and at the same time increase the costs to the City by more than \$100,000!

Very truly yours



Robert Fulton Dashiell



P&J Contracting Company, Inc.

Executive Office Building
 3010 Ridgewood Avenue
 Baltimore, Maryland 21215
 (410) 367-2475
 Fax: (410) 367-4103

Contract # TR 07025
MT. AUBURN CEMETARY

Pless B. Jones, Sr.
 President

READY MIX CONCRETE HAULING BY WBE SUB, CLEO ENTERPRISE
CONCRETE HAULING BASED ON SUB'S PRICE OF \$150/HR (4 HOURS MINIMUM)

ITEM (Concrete Work) & Workout for Concrete Hauling Hours	Amount of Concrete in CY	Concrete Hauling Cost	Cost of Concrete Picked Up
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506 Imprinted Concrete Apron 4 hours	3.5 CY	4 hours @ 150/hr = 600.00	3.5 CY @ 80 = 280.00
508 9" Concrete Paving 89 SY 3 hrs round trip x 3 loads = 9 hours	24 CY	9 hours @ 150/hr = 1,350.00	24 CY @ 80 = 1,920.00
601 5" Concrete Sidewalk 5,550 SF Pouring 16 CY/6hrs/day Total 96/16 = 6days x6 = 36 hours	96 CY	36 hours @ 150/hr = 5,400.00	96 @ 80 = 7,680.00
602 Special Type A Curb 92 LF 4 hours	4 CY	4 hrs @ 150/hr = 600.00	4 CY x 80 = 320.00
603 Special Type A Combination Curb & Gutter 500 LF Placing 100 LF/day 20 hours	30 CY	Total 500/100 = 5 days 4 hrs/day x 5 days 20 hrs @ 150 = 3,000.00	30 CY x 80 = 2,400.00
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606 7" Concrete Paving 47 SF 2 hours (POURED ALONG WITH ITEM 603)	1 CY	2 hrs @ 150 = 300.00	1 CY x 80 = 80.00
Subtotal-for Concrete Items 103 hours	219.5 CY	\$15,450.00	\$17,560.00

ITEM (Fence Work & Work Out for Concrete Hauling Hours)	Amount of Concrete in CY	Concrete Hauling Cost	Cost of Concrete Picked Up
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713 Metal Gate 1 each 4 hours	1 CY	4 hrs @ 150/hr = 600.00	1 CY = \$80.00
Sub-Total Concrete and Fence Work 143 Hours	36 CY	\$71,450.00	\$2,800.00

TOTAL CONCRETE AND FENCE WORK	Amount of Concrete in CY	Concrete Hauling Cost	Cost of Concrete Picked Up
	255.5 CY	\$36,900.00	\$20,440.00

Executive Office Building
 3200 Meridian Parkway
 Mount Auburn, MA 01803
 (617) 552-4447
 Fax: (617) 552-4000

Project: 07025
 10/1/00

Contract # TR 07025

MT. AUBURN CEMETARY

**READY MIX CONCRETE HAULING BY WBE SUB, CLEO ENTERPRISE
 CONCRETE HAULING BASED ON SUB'S PRICE OF \$150/HR (4 HOURS MINIMUM)**

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713 Metal Gate 1 each 4 hours	1 CY	4 hrs @ 150/hr = 600.00	1 CY = \$80.00
Sub -Total Concrete for Fence Items 143 hours	36 CY	\$21,450.00	\$2,880.00

TOTAL CONCRETE AND FENCE WORK	Amount of Concrete in CY	Concrete Hauling Cost	Cost of Concrete Picked Up
	255.5 CY	\$36,900.00	\$20,440.00



P&J Contracting Company, Inc.

Excavator Office Building
3010 Ridgewood Avenue
Baltimore, Maryland 21213
(410) 367-2675
Fax: (410) 367-4183

Phyllis B. Jones, Sr.
President

Contract #TR 07025

MT. AUBURN CEMETARY

READY MIX CONCRETE HAULING BY WBE SUB, CLEO ENTERPRISE
CONCRETE HAULING BASED ON SUB'S PRICE OF \$150/hr (4 HOURS MINIMUM)

SUMMARY

TOTAL HAULING COST	TOTAL CONCRETE COST (2553 CY)	TOTAL HAULING * CONCRETE COST	COMPARED PRICE (if supplied by Lafarge Company)
\$36,900	\$20,440	\$57,340	\$40,914.00

December 3, 2010

Re: Mt. Auburn Cemetery Perimeter Rehabilitation

Contract No.: TR-07025

and an allocation of overhead and profit. Hauling, then, is only a small percentage of the cost for any of the particular line items which Cleo might be performing.

The "hauling of ready mix concrete" is generally priced at \$30 per cubic yard. With only 220 cubic yards of concrete required on the project, the most Cleo can expect to be paid for its hauling of ready mix concrete is \$6,600. The average price for a cubic yard of concrete delivered to the job site is approximately \$100 per cubic yard. If the cost of ready mix concrete is somehow attributed to Cleo, hauling ready mix concrete is still only worth \$22,000. Simply stated, there is insufficient hauling of ready mix concrete and seeding/mulching in P&J's bid to realistically award Cleo \$60,000 worth of work (\$12,700 plus \$6,600 or \$22,000).

Most pointedly, the purchase and delivery of ready mix concrete (\$22,000) should not be included in the calculation of P&J's MBE/WBE participation. Cleo is not performing any "commercially useful function" within the meaning of Article 5, Subtitle 28-32. The purchase of ready mix concrete is not "an incident to the performance of services." Cleo is only certified for "hauling" of ready mix concrete, and is not "determining quality and quantity" or "installing" the concrete. Here, Cleo is merely hauling and delivering concrete of the "quality and quantity" as ordered by P&J. In contrast, the purchase of mulch and seed would be "an incident to the performance of services" when Cleo places the mulch and seed. Accordingly, the purchase of ready mix concrete cannot be counted under the supplies exception in Article 5, Subtitle 28- 34(b).

Finally, even if Cleo is deemed a supplier (for which it is not certified), only 25%, or 2.5%, of the 10% contract MBE/WBE goal may be attained by expenditures to certified business enterprise that are non-manufacturing supplier. Cleo is clearly a non-manufacturing supplier. P&J's MBE/WBE participation then can only be 2.5% as it did not submit any other entity.

Accordingly, R&F Construction requests that the Board of Estimates reject P&J's bid as non-responsive and award to the contract to R&F as the low responsive and responsible bidder.

Very truly yours,



Louis J. Kozlakowski, Jr.

c: R&F Construction, Ltd.

2423 MARYLAND AVENUE
SUITE 100
BALTIMORE, MARYLAND 21218

SEAN R. MALONE
DIRECT DIAL: (410) 366-1500
FAX NUMBER: (410) 366-1501
sean.malone@mdlobbyist.com

December 9, 2010

**VIA ELECTRONIC TRANSMISSION
AND FIRST CLASS MAIL**

Mayor Stephanie Rawlings Blake
City Hall, Room 250
100 N. Holliday Street
Baltimore, MD 21202

Council President Bernard C. "Jack" Young
Room 400, City Hall Room 400
100 N. Holliday Street
Baltimore, MD 21202

Joan M. Pratt, Comptroller
City Hall, Room 204
100 N. Holliday Street
Baltimore, MD 21202

George Nilson, City Solicitor
City Hall, Room 101
100 N. Holliday Street
Baltimore, MD 21202

Alfred H. Foxx, Jr., Director
Department of Public Works
600 Abel Wolman Municipal Building
Baltimore, MD 21202

**Re: Mt. Auburn Cemetery Perimeter Rehabilitation
Contract No. TR07025**

Mr. President and Members of the Board of Estimates:

This office represents P & J Contracting Company, Inc. ("P & J") with respect to R & F Construction, Ltd.'s protest of the proposed award of Contract No. TR07025 ("Contract") to P & J. Please understand that we will be present at the time of award. P & J requests that the Board of Estimates uphold the award of the Contract to P & J, as it is the lowest responsive and responsible bidder.

Sincerely,



Sean R. Malone

HARRISJONES & MALONE, LLC

Robert Fulton Dashiell
2423 Maryland Avenue, Suite 100
Baltimore, MD 21218
Direct Dial: 410-366-1500
Fax Number: 410-366-1501

Board of Estimates
Attn. Bernice H. Taylor, Deputy Comptroller/Clerk
Rm. 204 City Hall
100 N. Holliday Street
Baltimore, Maryland 21202

Re: Tr.07025 (Mt. Auburn Cemetery)/P&J Contracting Company, Inc.

Dear Members of Baltimore City Board of Estimates:

P&J Contracting Company, Inc. ("P&J"), our client, hereby protests the proposed award of the above referenced contract (the "Contract") to R&F Construction, Ltd. ("R&F"), or to any firm, other than P&J. P&J's bid was \$582,277, compared to R&F's bid of \$686,108.98.

As you know, the Contract was initially recommended to be awarded to P&J. Upon information and belief, that decision was subsequently changed based upon MWBOO's reversal of its finding of P&J's compliance with the Contract's WBE participation requirement. P&J indicated in its bid that Cleo Enterprises, Inc. ("Cleo"), a certified WBE contractor, would haul ready mix concrete for the sum of \$36,900, and perform seeding and mulching work valued at \$23,347. On December 3, 2010, a bid protest was filed on behalf of R&F in which it was contended that "the most Cleo can be expected to be paid for its hauling of ready mix concrete is \$6,600", assuming 220 cy of concrete delivered at a costs of \$30 per cy. We have not been told, so we must assume that MWBOO agrees with R&F's assumptions. For the reasons shown below, we maintain that MWBOO's initial finding was correct.

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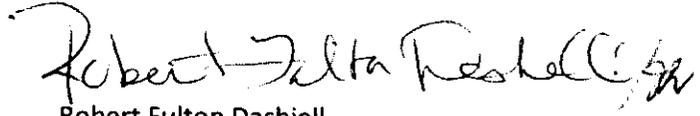
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HARRISJONES & MALONE, LLC

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The recommendation now before the Board would penalize our client for the exercise of sound business judgment and at the same time increase the costs to the City by more than \$100,000!

Very truly yours



Robert Fulton Dashiell



P&J Contracting Company, Inc.

Executive Office Building
 3010 Ridgewood Avenue
 Baltimore, Maryland 21215
 (410) 367-2475
 Fax: (410) 367-4103

Contract # TR 07025

MT. AUBURN CEMETARY

READY MIX CONCRETE HAULING BY WBE SUB, CLEO ENTERPRISE CONCRETE HAULING BASED ON SUB'S PRICE OF \$150/HR (4 HOURS MINIMUM)

Pless B. Jones, Sr.
 President

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TOTAL CONCRETE AND FENCE WORK	Amount of Concrete in CY	Concrete Hauling Cost	Cost of Concrete Picked Up
	255.5 CY	\$36,900.00	\$20,440.00

Executive Office Building
 511 Main Street
 Westborough, MA 01581
 (508) 865-4447
 Fax (508) 865-1000

Plan & Specs. 03
 Contract

Contract # TR 07025

MT. AUBURN CEMETARY

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 CONCRETE HAULING BASED ON SUB'S PRICE OF \$150/HR (4 HOURS MINIMUM)**

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P&J Contracting Company, Inc.

Executive Office Building
3010 Ridgewood Avenue
Baltimore, Maryland 21211
(410) 367-2475
Fax: (410) 367-4103

Phyllis B. Jones, Sr.
President

Contract #TR 07025

MT. AUBURN CEMETARY

READY MIX CONCRETE HAULING BY WBE SUB, CLEO ENTERPRISE
CONCRETE HAULING BASED ON SUB'S PRICE OF \$150/hr (4 HOURS MINIMUM)

SUMMARY

TOTAL HAULING COST	TOTAL CONCRETE COST (2553 CY)	TOTAL HAULING * CONCRETE COST	COMPARED PRICE (if supplied by Lafarge Company)
\$36,900	\$20,440	\$57,340	\$40,914.00

*Demolition *Hauling *Paving *Roofing *Carpentry *Grading *Masonry *Fencing *Asphalt *Excavating *Concrete *Asbestos

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation

6. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$837,428.00	9950-906624-9528	
MVR	Constr. Res.	
	Mt. Auburn Cemetery	
	Rehabilitation	
\$686,108.98	-----	9950-905624-9527-6
		Structure & Improvements
68,610.90	-----	9950-905624-9527-5
		Inspections
48,402.67	-----	9950-905624-9527-3
		Design & Studies
<u>34,305.45</u>	-----	9950-905624-9527-2
		Contingencies
\$837,428.00		Mt. Auburn Cemetery
		Perimeter Rehabilitation

This transfer will clear the deficit in the account and fund cost associated with the award of Contract No. 07025 to R&F Construction, LTD.

7. PB 09828, Renovations to the Benton Building (5th and 7th Floors) and 6400 Pulaski Highway Building

REJECTION - On December 22, 2010, the Board opened seven bids for project PB 09828. All bids received were not prepared in an equivalent manner and failed to include all pages of distributed addendums. Therefore, it is recommended that all bids be rejected and that project be re-advertised on January 14, 2011.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

8. B50001742, Supply and Deliver Snow Chains and Links	The Baltimore Auto Supply Company	\$ 40,000.00
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MWBOO GRANTED A WAIVER

9. B50001641, Replacement of Louvers	D&S Technical Services, Inc.	\$ 52,825.00
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MWBOO GRANTED A WAIVER

10. B50001694, Uniforms for the Fire Department	<u>Group 1-3, & Item 17</u> F&F and A. Jacobs & Sons, Inc.	\$550,000.00
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	<u>Items 18 & 19</u> F.L. Anderson Company	\$100,000.00
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MWBOO GRANTED A WAIVER

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the land disposition agreement with Christine McLaughlin, developer, for the sale of the property located at 1004 N. Broadway (Block 1194, Lot 081).

AMOUNT OF MONEY AND SOURCE:

\$5,000.00 - Sale price

BACKGROUND/EXPLANATION:

The purchase price in this transaction will be paid at settlement by the Developer to the Mayor and City Council of Baltimore by cash or certified check.

The project will consist of the rehabilitation of the property for occupancy by the developer.

In accordance with the procedures set out in Ordinance No. 99-525, (Article 13, Section 2-7 (mm) approved on November 11, 1999 and Ordinance No. 477, approved on December 6, 1973 which authorizes the City to dispose of the Property; and by virtue of Article II, Section 15 of the Baltimore City Charter, 1996 Edition; Article 13 of the Baltimore City Code - 2000 Edition, which established the Department pursuant to the Charter provision.

MINUTES

DHCD - cont'd

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

The price for the property was reduced from the appraised value of \$21,000.00 due to the fact that the property will need to be totally gutted. There are no floors leading from the dining and living areas leading to the kitchen. There are portions of the roof missing. The second floor could not be inspected due to the fact that parts of the staircase are missing.

The property is currently generating zero dollars in City and State property taxes. Once the project is completed the property will be returned to the City's tax rolls.

MBE/WBE PARTICIPATION:

The property is not subject to Article 5, Subtitle 28 of the Baltimore City Code because the property is being purchased by a private citizen and be owner/occupied.

UPON MOTION duly made and seconded, the Board approved and authorized execution of that land disposition agreement with Christine McLaughlin, developer for the sale of the property located at 1004 N. Broadway (Block 1194, Lot 081).

MINUTES

DHCD - cont'd

3. DRUID HEIGHTS COMMUNITY DEVELOPMENT CORPORATION, INC. \$ 447,000.00

Account:	2089-208910-5930-430626-603051	\$ 65,000.00
	2089-208911-5930-430626-603051	\$ 11,947.20
	2089-208911-5930-430630-603051	\$ 40,892.60
	2089-208911-5930-430634-603051	\$ 40,884.26
	2089-208911-5930-430653-603051	\$ 26,229.42
	2089-208911-5930-430662-603051	\$ 30,108.59
	2089-208911-5930-430676-603051	\$ 13,950.54
	2089-208911-5930-430680-603051	\$ 21,425.56
	2089-208911-5930-430681-603051	\$ 32,256.58
	2089-208911-5930-430683-603051	\$ 57,852.25
	2089-208911-5930-430691-603051	\$ 106,453.00

The organization will provide a variety of public and youth services, carry out planning and capacity building activities, and will rehabilitate and construct housing for the improvement and betterment of available affordable housing.

On June 30, 2010, 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 2010 Annual Action Plan for the following formula programs:

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

MINUTES

DHCD - cont'd

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2010 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Department of Housing and - Acquisition by Gift
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the property located at 2721 Tivoly Avenue by gift from Mr. Martin Turner, **SUBJECT** to any outstanding municipal liens other than water bills.

AMOUNT OF MONEY AND SOURCE:

The City will pay for any title work and all associated settlement costs, not to exceed \$600.00.

BACKGROUND/EXPLANATION:

The DHCD, Land Resources Division, strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

Mr. Turner has offered to donate his title to the property at 2721 Tivoly Avenue. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 2721 Tivoly Avenue are itemized as follows:

Cumulative Real Property Taxes 1997-2011

Total Taxes	\$ 3,181.27
Interest/Penalties	1,239.36
Other	265.62
Tax Sale Interest	14,150.26
Miscellaneous Billing	10,259.65
Metered Water (Tax Sale)	1,360.32
Environmental Fine	840.00
Rental Registration	<u>625.00</u>
Total Municipal Liens	\$31,921.68

MINUTES

DHCD - cont'd

The listed municipal liens, other than the current water bills, will be administratively abated after settlement.

UPON MOTION duly made and seconded, the Board approved the acquisition of the property located at 2721 Tivoly Avenue as a gift from Mr. Martin Turner, SUBJECT to any outstanding municipal liens other than water bills.

MINUTES

Department of Housing and Community Development (DHCD) - Acquisition by Gift

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the property located at 2602 Northshire Drive by gift from Mr. Carl F. Huggins & WF owner, **SUBJECT** to any outstanding municipal liens other than water bills.

AMOUNT OF MONEY AND SOURCE:

The City will pay for any title work and all associated settlement costs, not to exceed \$600.00 total.

BACKGROUND/EXPLANATION:

The DHCD, Land Resources Division, strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

Mr. Huggins & WF has offered to donate his title to the property at 2602 Northshire Drive. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 2602 Northshire Drive are itemized as follows:

Cumulative Real Property Taxes 2010-2011

Total Taxes	\$2,425.22
Interest/Penalties	41.80
Other	0.00
Tax Sale Interest	0.00
Environmental Fine	330.00
Metered Water (Tax Sale)	0.00
Rental Registration	0.00
Total Municipal Liens	<u>\$2,797.02</u>

MINUTES

DHCD - cont'd

The listed municipal liens, other than the current water bills, will be administratively abated after settlement.

UPON MOTION duly made and seconded, the Board approved the acquisition of the property located at 2602 Northshire Drive as a gift from Mr. Carl F. Huggins & WF., SUBJECT to any outstanding municipal liens other than water bills.

MINUTES

Department of Housing and - Local Government Resolution
Community Development

The Board is requested to approve and authorize execution of the following local government resolution.

The following organization is applying to the State of Maryland's, Department of Housing and Community Development - Rental Housing Production Program (MD DHCD-RHPP) and the Low Income Housing Tax Credit (LIHTC). A local government resolution of support is required by the State for all applications to this program for funding.

<u>Organization</u>	<u>Amount</u>
1. M ON MADISON	\$5,178,440.00
	\$4,000,000.00 (MD DHCD-RHPP)
	\$1,178,440.00 (LIHTC)

The M on Madison Project will involve the acquisition and new construction of a housing development project consisting of 74 rental units which will be affordable to persons with incomes at or below 60% of the area median income. The project will be located at 301 W. Madison Street.

UPON MOTION duly made and seconded, the Board adopted the local government resolution in support of M On Madison.

MINUTES

Department of Housing and - HOME Investment Partnership
Community Development Program Loan

ACTION REQUESTED OF B/E:

The Board is requested to approve a HOME Investment Partnerships Program Loan in an amount not to exceed \$460,000.00 to Druid Heights Community Development Corporation, developer and owner of a supportive housing project located at 717-719 North Carrollton Avenue.

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:

<u>Source</u>		<u>Uses</u>	
HOME Funds	\$460,000.00	Acquisition	\$490,000.00
Abell	75,000.00	Closing costs	18,274.00
Foundation			
DHCD Equity	25,000.00	Hard costs &	47,190.00
		related expenses	
		Soft costs/fees	4,536.00
TOTAL	\$560,000.00		\$560,000.00

Account: 9910-907054-9610

BACKGROUND/EXPLANATION:

The Druid Heights Community Development Corporation (DHCDC) is a Maryland non-profit community development corporation and a certified Community Housing Development Organization (CHDO). The DHCDC has been in existence since 1974 and has been instrumental in the revitalization of the Druid Heights community. Since its inception, the DHCDC has developed a number of housing projects and has produced over 100 affordable rental, for-sale and transitional housing units. The DHCDC is a founding member of the Re-Entry Partnership with the Mayor's Office on Criminal Justice.

MINUTES

DHCD - cont'd

The DHCDC plans to acquire and conduct modest rehabilitation of 717-719 North Carrollton Avenue (the Project), which is an apartment building located in the Upton and Harlem Park communities. Upon completion, the project will provide supportive housing and services to families and individuals at risk of homelessness. This six-unit apartment building has five 3-bedroom units and one 2-bedroom unit. All of the units have central air-conditioning, washers and dryers, dishwashers and are pre-wired for cable. The property was totally rehabilitated around 1990, is limited lead free and was restored during 2006 and 2007 with all deferred maintenance items corrected. The rehabilitation scope of work involves replacing all HVAC systems with new high energy efficient systems, installing a new rubberized roof, updating the entry system and unit specific repairs, as needed.

The project will allow Druid Heights to provide "step up" housing for its families graduating from the DHCD's transitional housing program and for ex-offenders participating in the Re-Entry Partnership, who have stabilized their lives and are moving to more independent living. All program graduates are employed and need stable affordable housing to continue reestablishing their lives. All of the units will be rented to families/individuals at or below 50% of the Area Median Income ("AMI"). One bedroom in a unit will be used as a program oversight and management office.

The DHCDC is a partner with Baltimore City in the efforts to end homelessness and to provide needed services to re-entering ex-offenders to ensure a successful transition from prison back into the community. Affordable housing is the most needed resource for those transitioning from homelessness and ex-offenders re-entering the community to ensure stability in their lives. Through Druid House and the Re-Entry Partnership, the DHCDC has offered the following services to its clients, which are not limited to but include:

- Assistance with job placement
- One on one counseling
- Assistance with getting health insurance and government identification
- Housing

MINUTES

DHCD - cont'd

The DHCDC also works with the following organizations to provide access to additional services:

- Catholic Charities,
- Our Daily Bread Employment Center,
- Child Support,
- Baltimore City Health Department and other Health Services, and
- Tuerk House - Substance Abuse.

This project is a step in the DHCDC continuum of personal success that allows the families and individuals to take the next step to independence. This is achieved through a more independent living environment and eventually it is the goal for participants to move on to complete independent living through other DHCDC rental or homeownership opportunities.

PARTICIPATING PARTIES:

A. Owner/Developer

Druid Heights Community Development Corporation will act as the developer, owner and property manager of the project. Druid Heights CDC will also oversee and provide a guarantee of completion for the construction.

B. General Contractor

New Baltimore Contractors, Inc., whose principal is Mr. Edward Grant, will serve as general contractor. New Baltimore Contractors, Inc. is a fully licensed, minority business certified, general contractor which is currently working with the DHCDC on the rehabilitation of 2638 Dulaney Street as part of the Druid Heights Affordable Housing Initiative.

MINUTES

DHCD - cont'd

C. Project Financing

The City will provide acquisition financing in an amount not to exceed \$460,000.00 from the HOME Investment Partnership Program's CHDO set aside allocation. The HOME loan will be secured by a first deed of trust on the property. During the construction loan period, which will not exceed six months from the date of loan closing, interest will be at the rate of 0% percent per annum. During the permanent loan period, the interest rate charged on the HOME loan will be at 0% percent per annum. The permanent loan period will be 20 years commencing at the end of the construction loan period. The entire principal balance and any interest will be due and payable in the event of a refinancing, sale, transfer, conveyance or any encumbrance or subordinate financing of the project or portion thereof without the prior written consent of the Department. Should an event of default occur under the loan documents, interest will accrue from the date of the default at the prime rate of interest declared by the Wall Street Journal from time to time, plus four percent.

The HOME loan shall be non recourse debt.

Grant Funds

The Abell Foundation will provide grant funds in an amount not to exceed \$75,000.00. Proceeds of the grant are restricted to acquisition and rehabilitation costs associated with the project.

The initial proposal submitted to the Department for capital assistance included a request for funds from the Shelter and Transitional Housing Facilities Grant Program administered by the State of Maryland's Community Development Administration. The CDA review and approval process does not allow the project schedule to provide housing for clients and complete critical repairs in a timely manner. The developer has restructured the financing to be able to close within 30 days of the Board's approval to complete acquisition and critical repairs and to ensure that grant funds provided by the Abell Foundation are not at risk. The application for Shelter and Transitional Housing Facilities funding remains active at the CDA.

MINUTESDHCD - cont'd

An appraisal on the property was performed by Burkett Appraisal Services on April 28, 2010. The fair market value of the building was estimated to be \$490,000.00. Though the appraised value is below the total development cost of the project, this is common for transactions such as this with subsidized rents and preferred governmental financing. The appraised value is consistent with the underwriting standards of the Department. The Department is comfortable with recommending the HOME Loan as described under these circumstances.

MBE/WBE PARTICIPATION

Article 5, Subtitle 28 of the Baltimore City Code for Minority and Women's Business Opportunity is fully applicable and no request for a waiver or exception has been made.

The Director of Finance reviewed and recommended approval.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 460,000.00	9910-926010-9609	9910-907054-9601
Federal Home	Reserve	Druid Heights CDC
FY2010	HOME FY2010	

The transfer will provide HOME funds to Druid Heights Community Development Corporation for the acquisition and rehabilitation of 717 - 719 North Carrollton Avenue.

(FILE NO. 56525)

UPON MOTION duly made and seconded, the Board approved a HOME Investment Partnerships Program Loan in an amount not to exceed \$460,000.00 to Druid Heights Community Development

MINUTES

DHCD - cont'd

Corporation, developer and owner of a supportive housing project located at 717-719 North Carrollton Avenue. The Board further approved and authorized the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction. The Transfer of Funds was approved SUBJECT to 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 Planning - Supplemental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a supplemental agreement with Camiros, Ltd. The period of the agreement is effective upon Board approval through December 31, 2012.

AMOUNT OF MONEY AND SOURCE:

\$225,000.00 - 9905-903009-9188-000000-703032

BACKGROUND/EXPLANTION:

On July 16, 2008, the Board approved the agreement with Camiros, Ltd. to assist the City with planning and zoning services necessary to rewrite the existing zoning code. On August 26, 2009, the Board approved amendment no. 1, which allowed for further evaluations and studies so the best rewrite could be provided. This supplemental agreement gives the vendor additional time to complete the zoning codes rewrite and comprehensive rezoning in three phases.

MBE/WBE PARTICIPATION:

The vendor will adhere to the goals set at 3% MBE and 2% WBE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(FILE NO. 57074)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the supplemental agreement with Camiros, Ltd.

MINUTES**PROPOSAL AND SPECIFICATIONS**

- Bureau of Water and Wastewater - WC 1197, Susquehanna
Transmission Main Valve
Replacements
BIDS TO BE RECV'D: 2/23/2011
BIDS TO BE OPENED: 2/23/2011
- Department of Transportation - PB 09828R, Renovations to the
Benton Building (5th and 7th
Floors) and 6400 Pulaski
Highway Building
BIDS TO BE RECV'D: 1/26/2011
BIDS TO BE OPENED: 1/26/2011

There being no objections, the Board, UPON MOTION duly made and seconded, approved the above-listed Proposals and Specifications to be advertised for receipt and opening of bids on the dates indicated. The President **ABSTAINED** on WC 1197, Susquehanna Transmission Main Valve Replacements.

MINUTES

Bureau of Water and Wastewater (BW&WW) - Amendment to Sanitary Contract 875, Rehabilitation/Replacement of Southwest Diversion Pressure Sewer - Phase III

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to SC 875, Rehabilitation/Replacement of Southwest Diversion Pressure Sewer - Phase III with Rummel, Klepper & Kahl, LLC. This amendment extends the contract for 18 months through July 28, 2012.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On January 28, 2009, the consultant was awarded a contract to provide Engineering Services for the Southwest Diversion Pressure Sewer - Phase III, whereby the consultant would provide engineering services for a period of 24 months until January 28, 2011. In order to continue providing these services the Bureau is requesting a no-cost time extension of the existing agreement.

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

AUDITS NOTED THIS NO-COST TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to agreement to SC 875, Rehabilitation/Replacement of Southwest Diversion Pressure Sewer - Phase III with Rummel, Klepper & Kahl, LLC. The President

ABSTAINED.

MINUTES

Bureau of Water and Wastewater - On-Call Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve an assignment of Task No. 003 to Rummel, Klepper & Kahl, LLP, under Project No. 1120R, On-Call Consultant Services SC on 856, WC 1198, Utility and Inspection and Services.

AMOUNT OF MONEY AND SOURCE:

\$ 59,580.00	-	9966-903682-9557-900020-703032
59,580.00	-	9956-906410-9551-900020-703032
<u>\$119,160.00</u>		

BACKGROUND/EXPLANATION:

Under this task the consultant will provide utility and civil inspection services in accordance with their proposal dated October 11, 2010.

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 the assignment of Task No. 003 to Rummel, Klepper & Kahl, LLP under Project No. 1120R, On-Call Consultant Services SC 856, WC 1198, Utility and Inspection and Services. The President

ABSTAINED.

MINUTES

Bureau of Water and Wastewater - On-Call Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve an assignment of Task No. 005 to Rummel, Klepper & Kahl, LLP, under Project No. 1120R, On-Call Consultant Services - Various Construction Project Management Services.

AMOUNT OF MONEY AND SOURCE:

\$ 79,486.72 - 9956-906410-9551-900020-705032
79,486.71 - 9960-903709-9557-900020-705032
\$158,973.43

BACKGROUND/EXPLANATION:

Under this task the consultant will provide office engineering services including, but not limited to, recordkeeping, PCO, RFI, and submittal management, pay estimates, schedule support, and field inspection as needed, in accordance with their proposal dated, October 11, 2010.

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 an assignment of Task No. 005 to Rummel, Klepper & Kahl, LLP, under Project No. 1120R, On-Call Consultant Services - Various Construction Project Management Services. The President

ABSTAINED.

MINUTESDepartment 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 23** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on December 8, 2010 and December 15, 2010.

The Board **NOTED** receipt of the **23** favorable reports.

MINUTES

Department of Transportation - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of agreement with Gannett Fleming, Inc., for Project No. 1107, Reconstruction East North Avenue from Aisquith Street to Wolfe Street. The period of the agreement is effective upon Board approval for three years or until the upset limit is reached whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$410,847.44 - 9950-909608-9508-900010-703032

BACKGROUND/EXPLANTION:

The Department of Transportation has negotiated and procured the consultant agreement approved by Office of Boards and Commissions and Architectural and Engineering Awards Commissions and now desires to utilize the services of Gannett Fleming, Inc. The cost of services rendered will be actual payroll rates not including overhead and burden times a multiplier. The payroll rates multiplier have been reviewed by the Department of Audits. The consultant will perform engineering and landscaping design services as well as surveys for the North Avenue Streetscape Project. The project includes but is not limited to new concrete sidewalks with brick accent and curb outs and new lighting.

DBE PARTICIPATION:

Gannett Fleming, Inc. has complied with the Disadvantaged Business Enterprise goal requirement of 27%

P.E.L.A Design, Inc.	\$59,020.81	14.37%
RJM Engineering, Inc.	19,457.61	4.74%
Alvi Associates	19,507.12	4.75%
Mercado Consultants, Inc.	27,454.75	6.68%

MINUTES

Department of Transportation - cont'd

APPROVED FOR FUNDS BY FINANCE

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$361,545.77 Federal	9950-902608-9509 Constr. Res. North Avenue	
90,386.44 State Constr. Loan	9950-901762-9514 Highway Resurf.	
<u>\$451,932.21</u>	-----	9950-909608-9508-3 Design & Studies North Avenue - Aisquith St. to Wolfe St.

This transfer will fund costs associated with award of Project No. 1107 to Gannett Fleming, Inc. for design of the project "North Avenue - Aisquith Street to Wolfe Street."

UPON MOTION duly made and seconded, the Board approved and authorized execution of an agreement with Gannett Fleming, Inc., for Project No. 1107, Reconstruction East North Avenue from Aisquith Street to Wolfe Street. The Transfer of Funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>			
1. Jimmy Hitt	Nat'l Playground	Parks	\$3,225.00
Kermit Taylor	Safety Institute	Admin.	
Everett Owens	Landover, MD		
Edward Jones	Jan. 12 - 14, 2011		
Winston Hines			

The subsistence rate for this area is \$278.00 per day. The employees will commute back and forth each day in a City vehicle and will not require hotel cost. Therefore, the Department is requesting \$40.00 per day per person for food.

TRAVEL REIMBURSEMENTBureau of Water and Wastewater

2. Wazir Qadri	WEFTEC 2010 Annual	Waste	\$4,103.64
Gruminder	Technical Conf. &	Water Utility	
Singh	Exhibition	& Facility	
	Conference	Engineering	
	New Orleans, LA		
	Oct. 2 - 7, 2010		

The subsistence rate for this location is \$204.00 per day.

The reimbursement requested in conformance with the allowable subsistence rate for this location.

MINUTES**TRAVEL REIMBURSEMENT** - cont'dBureau of Water and Wastewater

	Wazir Qadri	Gruminder Singh
Hotel:	\$ 691.00	\$ 600.00
Occupancy Taxes:	103.42	107.90
Airfare:	305.10	224.40
Ground	54.00	56.00
Transportation:		
Registration:	875.00	875.00
Meals &	119.31	92.51
Incidental Expenses:		
Reimbursement Amount	\$2,147.83	\$1,955.81

UPON MOTION duly made and seconded, the Board approved the travel requests and travel reimbursement. The President **ABSTAINED** on item no. 2.

MINUTES

Bureau of Water and Wastewater (BW&WW) - On-Call Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an on-call agreement with EBA Engineering, Inc. for Project No. 1141E, Wastewater Engineering Services for the Design of Improvements to the High Level Sewershed Collection System. The period of the agreement is effective upon Board approval for five years, or until the upset limit is reached, whichever comes first.

AMOUNT OF MONEY AND SOURCE:

\$1,500,000.00 - Upset limit

BACKGROUND/EXPLANATION:

EBA Engineering, Inc. will provide engineering services necessary to rehabilitate and replace approximately 86,277 feet of sanitary sewer ranging from 15" to 30" in diameter and rehabilitate and repair 286 manholes.

The scope of services include certain engineering services such as preparing a design memorandum, developing contract documents, pre-construction meetings, and review and tracking of shop drawings/and submittals. In addition, the consultant will provide technical consultations, coordination, Request For Information, change order reviews, conditional and final acceptance reviews, as-built and record drawing reviews, and re-inspection of sewers and manholes in the sewer basin.

These improvements were identified in the High Level Collection System Evaluation and Sewershed Plan-Project No. 1028, dated December 2009.

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

MINUTES

BW&WW - cont'd

MBE/WBE PARTICIPATION:

MWBOO SET GOALS OF 27% FOR MBE AND 9% FOR WBE.

MBE: AB Consultants, Inc.	\$180,000.00	12.00%
Chester Engineers, Inc.	150,000.00	10.00%
Environ-Civil Engineer- ing, Ltd.	30,000.00	2.00%
Savin Engineers, P.C.	45,000.00	3.00%
Total	\$405,000.00	27.00%
WBE: Phoenix Engineering, Inc.	\$105,000.00	7.00%
Sahara Communications, Inc.	30,000.00	2.00%
Total	\$135,000.00	9.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$2,000,000.00	9956-904620-9549	
Wastewater Rev.	Constr. Res.	
	Sewer System Rehab-	
	High Level	
1,500,000.00	-----	9956-905620-9551-3
		Design
500,000.00		
<u>\$2,000,000.00</u>	-----	9956-905620-9551-9
		Administrative

MINUTES

BW&WW - cont'd

The funds are needed to award Project 1141E, Design of Improvements to the High Level Sewershed Collection System.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the On-Call agreement with EBA Engineering, Inc. for Project No. 1141E, Wastewater Engineering Services for the Design of Improvements to the High Level Sewershed Collection System. The Transfer 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**. The Comptroller **ABSTAINED**.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an on-call agreement with George, Miles & Buhr, LLP for Project No. 1124G, On-Call Wastewater Engineering Services for the Improvements of the Herring Run Sewershed Collection System. The period of the agreement is effective upon Board approval for five years, or until the upset limit is reached, whichever comes first.

AMOUNT OF MONEY AND SOURCE:

\$ 899,902.80 - Wastewater Revenue Bonds
599,935.20 - Baltimore County
\$1,499,838.00 - 9956-907651-9951-900020-703032

BACKGROUND/EXPLANATION:

George, Miles & Buhr, LLP will provide engineering services necessary to evaluate, prepare a design memorandum, develop contract documents, and provide post award services for the Project 1124G.

The improvements will include approximately 29,000 feet of CIPP lining, 1,900 feet of CIPP lining and point repairs, 150 point repairs by other means, replacing/rehabilitating 50 manholes, locating 250 manholes, replacing 2,500 feet of 8" to 18" sewer, and upsizing 320' of 10" to 21" sewer. In addition, the consultant will provide certain post award services such as the reviewing and tracking of shop drawings and submittals, reviewing conditional and final acceptance, and reviewing as-built drawings.

These improvements, identified in the Herring Run Collection System Evaluation and Sewershed Plan, under the Consent Decree, are intended to eliminate Sanitary Sewer Overflows by providing additional hydraulic capacity and reducing infiltration and inflow (1&1).

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

MINUTES

BW&WW - cont'd

MBE/WBE PARTICIPATION:

MWBOO SET GOALS OF 27% FOR MBE AND 9% FOR WBE.

MBE: Savin Engineers, P.C.	\$262,111.00	17.48%
C.C. Johnson & Malhotra, P.C.	136,825.00	9.12%
Sahara Communications, Inc.	<u>15,338.00</u>	<u>1.02%</u>
Total	\$414,274.00	27.62%
WBE: Baltimore Land Design Group, Inc.	52,575.00	3.51%
The Robert B. Balter Company	51,862.00	3.46%
Chesapeake Environmental Mgmt., Inc.	<u>31,723.00</u>	<u>2.11%</u>
Total	\$136,160.00	9.08%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 990,000.00	9956-907624-9549	
Wastewater Rev. Bonds	Constr. Res. Rehab Program Herring Run	
660,000.00	" "	
<u>County Appro.</u>		
\$1,650,000.00		

MINUTES

BW&WW - cont'd

\$1,499,838.00	-----	9956-907651-9551-3
		Design
<u>150,162.00</u>	-----	9956-907651-9551-9
		Administrative
\$1,650,000.00		

The funds are needed to award Project No. 1124G, Design of Improvements to the Herring Run Sewershed Collection System.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the on-call agreement with George, Miles & Buhr, LLP for Project No. 1124G, On-Call Wastewater Engineering Services for the Improvements of the Herring Run Sewershed Collection System. The Transfer of Funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. The President **ABSTAINED**. The Comptroller **ABSTAINED**.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Patton Harris Rust & Associates, Inc. (PHRA) for Project No. 1128P, Urgent Need Water Design Engineering Services. The period of the agreement is effective upon Board approval for two years, or until the upset limit is reached, whichever comes first.

AMOUNT OF MONEY AND SOURCE:

\$750,000.00 - Upset limit

BACKGROUND/EXPLANATION:

The PHRA will provide urgent need water design and engineering services. These services will include engineering studies, design, bid and construction-phase services on an as-needed basis, relating to the replacement/rehabilitation of existing water mains and all incidental work relating to these tasks.

The scope of work includes preparation of content documents including plans, specifications, cost estimates, permit applications, right-of-ways, easements, geo-technical services, and test holes to locate utilities, etc.

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

MBE/WBE PARTICIPATION:**MWBOO SET GOALS OF 27% FOR MBE AND 9% FOR WBE.**

MBE: EBA Engineering, Inc.	\$121,350.00	16.18%
C.C. Johnson & Malhotra, PC	67,500.00	9.00%
Reviera Enterprises, Inc. (REI/Drayco)	<u>13,650.00</u>	<u>1.82%</u>
Total	\$202,500.00	27.00%

MINUTES

BW&WW - cont'd

WBE: C.L. Warfield Associates, Inc.	\$ 18,707.00	2.49%
Ruxton Design Corporation	26,452.00	3.51%
The Robert B. Balter Company	<u>22,523.00</u>	<u>3.00%</u>
Total	\$ 67,682.00	9.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$137,360.00 County Appro.	9960-904689-9558 Constr. Res. Water Urgent Needs	
712,640.00 Water Revenue <u>Bonds</u>	9960-909100-9558 Constr. Res. Water Infrastructure	
\$850,000.00	-----	9960-911713-9557- 900020-3 Engineering

The funds are required to cover the cost of Project 1128P, Urgent Need Water Design and Engineering Services.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Patton Harris Rust & Associates, Inc. for Project No. 1128P, Urgent Need Water Design Engineering Services. The Transfer of Funds was approved

MINUTES

BW&WW - cont'd

SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. The President **ABSTAINED.**

MINUTES

Bureau of Water and Wastewater (BW&WW) - On-Call Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an on-call agreement with Patton Harris Rust & Associates, Inc. (PHRA) for Project No. 1138P, On-Call Environmental Engineering Services. The period of the agreement is effective upon Board approval for two years, or until the upset limit is reached, whichever comes first.

AMOUNT OF MONEY AND SOURCE:

\$750,000.00 - Upset limit

BACKGROUND/EXPLANATION:

The BW&WW requests environmental engineering services from the PHRA. These services will include studies, design, and post award and related services for the repair, maintenance and new construction of facilities managed by the Environmental Services Division of Baltimore City.

The requests for any engineering services will be provided on an as-needed basis. The cost of services rendered will be based on a not to be exceeded negotiated price for each task assigned.

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

MBE/WBE PARTICIPATION:**MWBOO SET GOALS OF 17% FOR MBE AND 10% FOR WBE.**

MBE: Savin Engineering, P.C.	\$ 63,750.00	8.5%
EBA Engineering, Inc.	38,250.00	5.1%
Shah & Associates, Inc.	<u>25,500.00</u>	<u>3.4%</u>
Total	\$127,500.00	17.00%

MINUTES

BW&WW - cont'd

WBE: C.L. Warfield Associates, Inc.	\$ 41,250.00	5.50%
Ruxton Design Corporation	<u>33,750.00</u>	<u>4.50%</u>
Total	\$ 75,000.00	10.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the On-Call agreement with Patton Harris Rust & Associates, Inc. for Project No. 1138P, On-Call Environmental Engineering Services. The President **ABSTAINED.**

MINUTES

Bureau of Water and Wastewater (BW&WW) - Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to agreement with PHR+A/Jason Consultants, A Joint Venture for Project No. 1080P, Inspection Program for Large Water Mains. The amendment no. 1 extends the period of the agreement through January 13, 2012 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$984,711.00 - Upset limit

BACKGROUND/EXPLANATION:

On January 14, 2009, the Board approved a two year agreement with PHR+A/Jason Consultants, A Joint Venture for Inspection Program for Large Water Mains.

In addition to those mains identified for inspection under the original project, the consultant was requested for emergency assistance with the urgent inspection of 72-inch Herring Run/Marley Neck transmission main in Dundalk because of a catastrophic break on September 18, 2009.

Under the terms of this amendment no. 1 to agreement, the consultant will design the repairs and manage the construction project for carbon fiber repair and disinfection of mains on an emergency basis. Most of the money and resources were exhausted to accomplish this task, which is beyond the scope of the original project. This amendment no. 1 to the agreement, in the amount of \$984,711.00, provides additional funds for these tasks and extends the period of the original agreement through January 13, 2012. All other terms and conditions of the original agreement remain unchanged.

MINUTES

BW&WW - cont'd

MBE/WBE PARTICIPATION:

MBE: EBA Engineering, Inc.	\$109,637.00	11.13%
Paniagua's Enterprises	<u>97,200.00</u>	<u>9.87%</u>
Total	\$206,837.00	21.00%
 WBE: Highlander Contracting Co.	\$384,451.00	39.04%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,500,000.00	9960-908400-9558	
Water Utility	Constr. Res.	
Funds	Valve and Hydrant	
 \$ 500,000.00	-----	9960-912901-9557-3
		Design
<u>1,000,000.00</u>	-----	9960-912901-9557-6
		Construction
 \$1,500,000.00		

The funds are needed to cover the cost to disinfect a portion of the 72-inch water main in Dundalk and for the emergency assistance with the inspection, design and management for the installation of this main. The disinfection work was performed under WC 1198, Urgent Need Infrastructure Rehabilitation and the inspection/design was performed under Project 1080P, Inspection Program for Large Water Mains.

MINUTES

BW&WW - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution the agreement with PHR+A/Jason Consultants, A Joint Venture for Project No. 1080P, Inspection Program for Large Water Mains. The Transfer of Funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. The President **ABSTAINED.**

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

1. <u>A/C SERVICE AND REPAIR, INC.</u>	<u>\$ 9,000.00</u>	<u>Only Bid</u>
Solicitation No. 07000 - Cylinder Ashburton - Department of Public Works - Req. No. R564799		

2. <u>PRODUCTS UNLIMITED</u>	<u>\$20,440.01</u>	<u>Low Bid</u>
Solicitation No. B50001754 - HIV Test Kits - Health Department - Req. No. R559679		

The period of the award is January 12, 2011 through January 11, 2012 with two one-year renewal options remaining.

3. <u>STEVE'S CLEANING COMPANY</u>	<u>\$18,000.00</u>	<u>Renewal</u>
Solicitation No. B50001261 - Janitorial Services - Health Department - Req. No. P511319		

On December 23, 2009, the Board approved the initial award in the amount of \$18,000.00. The award contained two 1-year renewal options at the sole discretion of the City. This renewal in the amount of \$18,000.00 is for the period January 12, 2011 through January 11, 2012, with two 1-year renewals options remaining.

4. <u>VIRGINIA CONTRACTORS</u>		
<u>SUPPLY</u>	<u>\$24,800.00</u>	<u>Low Bid</u>
Solicitation No. B50001766 - Magnesium Chloride (Flakes and Pellets) - Department of General Services - Req. No. R564933		

The period of the award is January 12, 2011 through January 11, 2012.

5. <u>3M COMPANY</u>	<u>\$20,300.00</u>	<u>Only Bid</u>
Solicitation No. B50001733 - Stamark Contrast Tape - Department of Transportation - Req. No. R562472		

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>		
6. ATLANTIC DOOR CONTROL, INC.	\$21,233.00	Low Bid
Solicitation No. B50001735 - PM for Stanley Doors - Baltimore Convention Center - Req. No. R562807		
The period of the award is January 26, 2011 through January 25, 2012 with two 1-year renewal options remaining.		
7. JOSEPH G. POLLARD CO., INC.		
DBA POLLARDWATER.COM	\$ 5,656.42	Only Bid
Solicitation No. 07000 - Dechlor Pump and Chemicals - Department of Public Works - Req. No. R564569		
8. PARKSON CORPORATION	\$11,950.00	Only Bid
Solicitation No. 07000 - Hycor Spare Parts - Department of Public Works - Req. No. R563374		
9. LONG FENCE	\$16,532.00	Low Bid
Solicitation No. 07000 - Fencing Barriers - Department of Recreation and Parks - Req. No. R561401		
10. FREE STATE REPORTING	\$15,000.00	Increase
Solicitation No. B50000105 - Court Reporting Services - Board of Liquor License Commissioners - Req. No. P500745		
On November 7, 2007, the Board approved the initial award in the amount of \$16,080.00. Subsequent actions have been approved. This increase in the amount of \$15,000.00 is necessary for the continuation of services through December 31, 2011, and will make the award amount \$70,240.00.		
11. BELAIR ROAD SUPPLY CO., INC.	\$16,900.00	Low Bid
Solicitation No. B50001757 - Type "S" Curved Vane Grate - Department of Public Works - Req. No. R563900		

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 12. <u>C & D MUNICIPAL SALES, INC.</u> | <u>\$ 5,337.92</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - Replacement Parts for Swaby Lobeline Pumps - Department of Public Works - Req. No. R515732 | | |

The vendor is the sole and exclusive distributor for Swaby Lobeline Pumps and parts. Authority is requested to issue a purchase order to the vendor.

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|---|--------------------|--------------------|
| 13. <u>SUPPORT SOLUTIONS, INC.</u> | <u>\$ 6,164.00</u> | <u>Sole Source</u> |
| DBA SSI CONSULTING
Solicitation No. 08000 - Software Support - Mayor's Office of Employment Development - Req. No. R557319 | | |

The vendor is the sole provider for software support and updates on the existing software that is currently being used by the agency.

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|---|---------------------|-----------------------------------|
| 14. <u>NULINX INTERNATIONAL, INC.</u> | <u>\$ 36,000.00</u> | <u>Sole Source/
Agreement</u> |
| Solicitation No. 08000 - COPA-Web-based Software Package - Department of Housing and Community Development - Req. No. R552508 | | |

The Board is requested to approve and authorize execution of an agreement with Nulinx International, Inc. The period of the agreement is January 12, 2011 through June 11, 2012, with four 1-year renewals.

Child Outcome Planning and Assessment (COPA) is a web-based software package currently being used by the staff of the Head Start Program as a tool for collecting and tracking essential data. To maintain consistency in tracking, the program would like to use the COPA website, software and support. The vendor is the sole provider of the proprietary software.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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

(FILE NO. 57210)

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|--|--------------|-----------------|
| 15. BROWN'S COMMUNICATION,
INC. | \$ 74,985.99 | Selected Source |
| Solicitation No. 06000 - Computer-Aided Dispatch Workstations Upgrade - Police Department - Req. No. R558999 | | |

The requested computer hardware is compatible with the proprietary system currently installed and connected in the City's 911 Communications Center. In order to ensure the validity of all equipment warranties and maintain uniformity in the service, authority is being requested to create a purchase order in the above amount.

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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|---|--------------|---------------------------|
| 16. STRATEGIC DIAGNOSTICS,
INC. | \$100,000.00 | Sole Source/
Agreement |
| Solicitation No. 08000 - Microtox Reagent - Department of Public Works, Bureau of Water and Wastewater - Req. No. R556165 | | |

The Board is requested to approve and authorize execution of an agreement with Strategic Diagnostics, Inc. The period of the agreement is January 12, 2011 through January 11, 2014 with no renewal options.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

The vendor is the manufacturer and service provider for the Microtox Test System and the sole supplier of the specially formulated preparation of Lyophilized Bacterial material, which is needed for Homeland Security Testing.

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.

(FILE NO. 57210)

17. <u>BARZ ADVENTURES</u>	\$ 0.00	Agreement
Solicitation No. 08000 - GPS Ranger System - Mayor's Office, Baltimore Heritage Area - Req. No. R553027		

The Board is requested to approve and authorize execution of an agreement with BarZ Adventures. The period of the agreement is effective upon Board approval through December 31, 2014 with two 1-year renewal options.

On October 27, 2010, the Board approved an award to BarZ Adventures for a GPS Ranger System for Baltimore National Heritage. At the Law Department's request, authority is requested to execute the agreement.

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

(FILE NO. 57210)

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

18. THE GENERAL SHIP		Selected Source/
REPAIR CORPORATION	\$250,000.00	Agreement
Solicitation No. 06000 - Repairs to Fire Boat Mayor Thomas D'Alesandro Jr. - Fire Department - Req. No. R560502		

The Board is requested to approve and authorize execution of an agreement with The General Ship Repair Corporation. The period of the agreement is January 12, 2011 through January 11, 2012.

The requested repairs and maintenance for the fire boat is only available from The General Ship Repair Corporation. Pricing has been determined to be both fair and reasonable.

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.

(FILE NO. 57210)

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. WALTERS RELOCATIONS,
INC. | \$150,000.00 | Renewal |
| Solicitation No. B50000145 - Requirements for Office Moving
and Related Work - Departments Various - Req. Nos. Various | | |

On February 29, 2008, the Board approved the initial award in the amount of \$300,000.00. The first option to renew was approved on January 20, 2010. This second and final renewal in the amount of \$150,000.00 is for the period February 2, 2011 through February 1, 2012.

MWBOO SET GOALS OF 10% MBE AND 4% WBE.

MBE: Allen & Son Moving/Storage 10%

WBE: PAJ Business Staffing, Inc. 4%

MWBOO FOUND VENDOR IN COMPLIANCE.**A LETTER OF PROTEST HAS BEEN RECEIVED FROM THE MARYLAND MINORITY CONTRACTORS ASSOCIATION, INC.**

- | | | |
|---|--------------|---------------------|
| 20. ENVISTA CORPORATION | \$ 70,000.00 | Amendment/Agreement |
| Solicitation No. 08000 - Construction Contract Planning and
Coordination Services Software - Department of General
Services - Req. Nos. Various | | |

The Board is requested to approve and authorize execution of an amendment to agreement with Envista Corporation.

On September 10, 2008, the Board approved the original agreement in the amount of \$45,000.00. Subsequent actions have been approved. This web-based software is used to monitor construction related activities by the City's various agencies to enhance coordination among work projects and prevent duplicate or counterproductive efforts. The vendor is the sole provider of this proprietary software package that has unique capabilities that best meet the needs of the agency.

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

This amendment to agreement is necessary to add the permits application portion to the software scope of work. All other terms and conditions remain unchanged.

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.

(FILE NO. 57210)

21. G + K UNIFORM

SERVICE	\$100,000.00	Extension
Solicitation No. B50000765 - Uniform and Locker and Laundry Service - Agency Various - Req. Nos. Various		

On January 21, 2009, the Board approved an initial award. Subquent actions were approved. An extension is requested in lieu of a renewal to allow time to compose, post, advertise, and evaluate a new solicitation. Because of current economic conditions, it is in the best interest of the City to solicit for new pricing rather than review.

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

22. SKALAR, INC.	\$ 25,000.00	Correction & Increase
Solicitation No. 08000 - Service Contract for Analyzer Systems		

On December 23, 2009, the Board approved the agreement and sole source award. The Board letter erroneously listed the period covered as February 1, 2010 through January 31, 2011 whereas the agreement stated the term to be three years with one 2-year renewal option. The Board's approval will correct that error. The increase requested is the portion of the contract amount that should have been requested for the two years that were erroneously omitted from the December 23, 2009 Board letter. The correct expiration date is January 31, 2013, with one two-year renewal option.

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

(FILE NO. 57210)

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts, extensions and correction. The Board approved and authorized execution of the aforementioned agreements. The Mayor **ABSTAINED** on item nos. 6, 10 and 17. The President **ABSTAINED** on item nos. 14 and 16. Item No. 19 was withdrawn.

MINUTES**PERSONNEL MATTERS**

* * * * *

UPON MOTION duly made and seconded,
the Board approved all of the Personnel matters

listed on the following pages:

103 - 106

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.

The President **ABSTAINED** on item nos. 1 and 4.

MINUTES**PERSONNEL**City Council

	<u>Hourly Rate</u>	<u>Amount</u>
1. MARLENE KOEPPEL	\$ 21.68	\$14,634.00

Account: 1001-000000-1000-106700-601009

Ms. Koepfel, a retiree, will continue to work as a Special Assistant to Councilwoman Rochelle Spector. She will serve as an assistant and perform constituent services as needed. The period of the agreement is effective upon Board approval for one-year.

Department of Human Resources2. Abolish the following 25 Unpopulated Classes:

- 94131 - Accounting Assistant I
Grade 075 (\$25,800.00 - \$29,326.00)
- 91122 - Addictions Counselor II
Administrative Analyst I
Grade 082 (\$30,613.00 - \$36,210.00)
- 93143 - Analyst Programmer I
Grade 089 (\$39,745.00 - \$48,257.00)
- 93131 - Computer Operator II
Grade 083 (\$31,681.00 - \$37,677.00)
- 93112 - Data Entry Operator II
Grade 078 (\$27,410.00 - \$31,609.00)
- 93115 - Data Entry Operator Supervisor I
Grade 084 (\$32,853.00 - \$39,210.00)
- 93221 - Legal Stenographer I
Grade 078 (\$27,410.00 - \$31,609.00)
- 91911 - Professional Services Trainee
Grade 085 (\$33,884.00 - \$40,828.00)

MINUTES**PERSONNEL**DHR - cont'd

- 91162 - Social Policy and Program Analyst
Grade 113 (\$46,700.00 - \$65,500.00)
- 91171 - Social Services Coordinator
Grade 084 (\$32,853.00 - \$39,210.00)
- 91121 - Additions Counselor I
Grade 078 (\$27,410.00 - \$31,609.00)
- 91311 - Administrative Analyst I
Grade 087 (\$36,674.00 - \$44,331.00)
- 93130 - Computer Operator I
Grade 080 (\$28,768.00 - \$33,841.00)
- 93111 - Data Entry Operator I
Grade 075 (\$25,800.00 - \$29,326.00)
- 93113 - Data Entry Operator III
Grade 081 (\$29,630.00 - \$35,104.00)
- 93181 - EDP Data Technician I
Grade 080 (\$28,768.00 - \$33,841.00)
- 93118 - Office Information Systems Supv.
Grade 111 (\$41,700.00 - \$60,500.00)
- 93231 - Secretary I
Grade 075 (\$25,800.00 - \$29,326.00)
- 91153 - Social Program Administrator III
Grade 116 (\$53,900.00 - \$76,000.00)
- 91110 - Social Work Associate I
Grade 085 (\$33,884.00 - \$40,828.00)
- 93163 - Systems Programmer II
Grade 117 (\$56,000.00 - \$79,400.00)
- 93252 - Typist II
Grade 075 (\$25,800.00 - \$29,326.00)

MINUTES**PERSONNEL**DHR - cont'd

- 33512 - Buyer I
Grade 089 (\$39,745.00 - \$48,257.00)
- 93251 - Typist I
Grade 071 (\$24,222.00 - \$27,076.00)
- 93256 - Word Processing Operator I
Grade 071 (\$24,222.00 - \$27,076.00)

Cost: There are no costs associated with these actions.

The Department of Human Resources is reviewing the City's current Civil Service and non-Civil Service classifications in order to identify and eliminate classes that are no longer used or needed. The abolishment of unpopulated and obsolete classes will be part of an on-going process. The 25 unpopulated and obsolete Civil Service classes noted above have been identified for abolishment.

3. Abolish the following eight classes:

- 33591 - Inventory and Purchasing Administration
Manager
Grade 118 (\$58,800.00 - \$83,800.00)
- 52921 - Apprentice 1st year

Grade 845 (\$23,884.00)
- 52922 - Apprentice 2nd year
Grade 846 (\$24,476.00)
- 52923 - Apprentice 3rd year
Grade 847 (\$25,061.00)
- 52924 - Apprentice 4th year
Grade 848 (\$25,440.00)

MINUTES

PERSONNEL

DHR - cont'd

- 62414 - Physician's Assistant (10 Months)
Grade 924 (\$42,422.00 - \$54,339.00)
- 72413 - Contract Administrator Architectural
Plans
Grade 089 (\$39,745.00 - \$48,257.00)
- 72414 - Contract Administrator I Health
Grade 085 (\$33,884.00 - \$40,828.00)

Department of Public Works

	<u>Hourly Rate</u>	<u>Amount</u>
4. DANA COOPER	\$ 29.73	\$54,500.00

Account: 2071-000000-5541-398600-601009

Ms. Cooper will serve as a Special Environmental Law Analyst for the Bureau of Water and Wastewater (BW&WW). She will address legislation and develop policies and procedures.

In operating and maintaining water, wastewater and storm water utilities, the Bureau of Water and Wastewater is subject to various local, state and federal rules and regulations. Ms Cooper's services for the City will include coordination and review of environmental and water industry related legislation, other local, state and federal rules and regulations, as well as the City Charter. She will also draft the Department's positions statement on the Bureau of performing work on private property, while developing an initiative to provide for assistance with private utility repairs. The period of the agreement is effective upon Board approval for one year.

MINUTES

President: "If there is no further business, the Board is in recess until twelve o'clock noon for the receiving and opening of bids."

* * * * *

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

- | | |
|---------------------------------------|--|
| <u>Bureau of Water and Wastewater</u> | - SC 894, Cleaning of Outfall Sewer Shed 99-Inch and Outfall Interceptor (From N. Bond Street to 6300 Block of E. Lombard Street)
BIDS TO BE RECV'D: 01/19/2011
<u>BIDS TO BE OPENED: 01/19/2011</u> |
| <u>Bureau of Purchases</u> | - B50001747, Toner and Inkjet Cartridges
BIDS TO BE RECV'D: 01/26/2011
<u>BIDS TO BE OPENED: 01/26/2011</u> |
| <u>Bureau of Purchases</u> | - B50001761, Provide Carpet, Drapery and Furniture Services
BIDS TO BE RECV'D 01/26/2011
<u>BIDS TO BE OPENED: 01/26/2011</u> |

MINUTES

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

Bureau of Water and Wastewater - SC 871R, Improvements to Herring Run Interceptors Phase I from Argonne Drive to 675 Ft. Southeast of Harford Road

Carp-Seca Corporation
James W. Fowler Company
Northeast Remsco Construction, Inc.
Cruz Contractors, LLC
Bradshaw Construction Corp.

Bureau of Purchases - B50001634, Police Range Maintenance

PAGE Technologies
Brightfields, Inc.
Range Maintenance

Bureau of Purchases - B50001680, Furnish Filter Sand Replacement at Montebello Water Treatment Plants

Layne Christensen Company
RK Hydro Vac
EMH Environmental, Inc.

Bureau of Purchases - B50001692, Jones Falls Trail Landscape Project, Phase IV, FY09

Lorenz, Inc.
HF Huber and Son
LMC Landscaping, Inc.

* * * * *

MINUTES

There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, January 19, 2011.


JOAN M. PRATT
Secretary