

MINUTES

REGULAR MEETING

Honorable Bernard C. "Jack" Young, President
Honorable Stephanie Rawlings-Blake, Mayor
Honorable 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.

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President: "I would direct the Board members attention to the memorandum from my office dated January 24, 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 contained on the routine agenda."

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

Comptroller: "Second."

President: "All of those in favor say "AYE". All opposed "NAY". The motion carries. The routine agenda has been adopted."

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

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

| | |
|---|------------------|
| Cam Construction Company, Inc. | \$ 38,088,000.00 |
| Goel Services, Inc. | \$ 41,885,000.00 |
| Masonry Resurfacing and Construction Company, Inc. | \$ 261,000.00 |
| Metra Industries | \$ 43,704,000.00 |
| Mr. Rehab, Inc. | \$ 7,461,000.00 |
| Ronkin Construction, Inc. | \$ 1,500,000.00 |
| Roussos Painting Co., Inc. | \$ 8,000,000.00 |
| W.M. Schlosser Company, Inc. and Affiliates | \$142,623,000.00 |

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:

| | |
|---|----------|
| Environ-Civil Engineering, LTD | Engineer |
| IMS Infrastructure Management Services, LLC. | Engineer |

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

MINUTES

Sheriff's Office - Cooperative Reimbursement Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a cooperative reimbursement agreement with the State of Maryland Department of Human Resources, Child Support Enforcement Administration (CSEA). The period of the agreement is October 1, 2010 through September 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$ 929,712.00 - Federal Operating Costs
478,942.00 - Local Share Operating Costs
\$1,408,654.00 - 1001-000000-1180-502800-401660

BACKGROUND/EXPLANATION:

The CSEA cooperative reimbursement agreement is for a federally funded program under which the State of Maryland can enter into an agreement with the Sherriff's Office to provide child support enforcement services. This program operates in accordance with the Federal Department of Health and Human Services under Title IV-D of the Social Security Act. Services provided under this agreement include service of process, execution of writs, warrants and body attachments, participation in departmental initiatives, locate services, transportation of prisoners, and courthouse security.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of a cooperative reimbursement agreement with the State of Maryland Department of Human Resources, Child Support Enforcement Administration.

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 32** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on December 22, 2010 and January 12, 2011.

The Board **NOTED** the 32 reports.

MINUTES

Mayor's Office of Employment Development - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Year Up, Inc. The period of the agreement is January 31, 2011 through June 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$68,885.00 - 5000-585510-5750-695705-603051

BACKGROUND/EXPLANATION:

The organization will provide occupational skills training for unemployed, underemployed or dislocated workers. The participants will learn skills, which qualify them for careers in the information technology industry.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the Year Up, Inc.

MINUTES

Department of General Services - Amendment to
Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to a memorandum of understanding (MOU) with the Maryland Energy Assistance Administration (MEA).

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 9916-902591-9194

BACKGROUND/EXPLANATION:

This amendment to the MOU will increase the MEA Sunburst grant to support installation of solar energy systems on City buildings.

The Department has been successful in obtaining several grants for a total of \$850,000.00, from the MEA Sunburst Program to install 850 KW Photovoltaic Energy Systems (solar) to selected City properties. The MEA has granted an additional \$50,000.00, increasing the grant total to \$900,000.00 and the scale of solar to 900 KW. The Department will work with ESCOs procured by the State under State Law.

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 amendment to the memorandum of understanding with the Maryland Energy Assistance Administration.

MINUTESDepartment of General Services - Minor Privilege Permit Application

The Board is requested to approve the following application for a Minor Privilege Permit. The application is 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. 203 E. North Ave. | Luis F. George | One awning w/ signage 7'4" x 2' |

Annual Charge: \$140.70

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

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

MINUTES

Health 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. **BALTIMORE CITY PUBLIC SCHOOL SYSTEM** **\$ 10,000.00**
BOARD OF SCHOOL COMMISSIONERS (BCPSS)

Account: 1001-000000-3041-274004-603026

The BCPSS will work with the Baltimore City Health Department to provide Tobacco Use Prevention Education services. The services will reduce cigarette use among school staff and K-8 students and prevent the initiation of tobacco use among young people and reduce exposure to second-hand smoke.

The agreement is late because it was awarded late in the fiscal year.

2. **TOTAL HEALTH CARE, INC.** **\$ 72,188.00**

Account: 4000-424511-3023-274432-603051

The organization will stabilize the transition of recently released persons from incarceration, living with HIV/AIDS in order to prevent an interruption in established medication regimens, provide linkage to ongoing primary medical care and medical specialties and provide linkage to social support and services.

MWBOO GRANTED A WAIVER.

3. **THE JOHNS HOPKINS UNIVERSITY** **\$ 27,100.00**

Account: 4000-424511-3023-274412-603051

The organization will provide treatment adherence for HIV infected children and youth. The Intensive Primary Care Clinic of the Johns Hopkins University Pediatric and Adolescent HIV/AIDS Program utilizes an interdisciplinary team approach to this challenge. The grant supports two Nurse Case Managers who will provide needed intensive

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Health Dept. - cont'd

treatment adherence services to clients with the most complex and challenging adherence needs. The Nurse Case Managers will work intensively with clients to help them learn about their medications, proper doses and refill education, and the importance of keeping clinic appointments.

MWBOO GRANTED A WAIVER.

The agreements are late because the State AIDS Administration programmatically manages all Ryan White Part B services. Providers are selected through the Request for Proposal process. The Department prepares the agreements after receipt of an approved budget and scope of services and processes payments following approval.

4. **MARYLAND STATE DEPARTMENT OF HUMAN RESOURCES' BALTIMORE CITY DEPARTMENT OF SOCIAL SERVICES (DHR/BCDSS)** **\$840,000.00**

Account: 5000-529011-3070-287900-405001

The DHR/BCDSS is entering into an intergovernmental agreement to have Baltimore Health Department/Baltimore Substance Abuse Systems, Inc. (BCHD/BSASI) provide Care Coordination Services (supportive services, job readiness, employment placement and retention services) for Temporary Cash Assistance (TCA) customers who screen positive for or self-report problems with substance abuse. The TCA customers who enroll in the BCHD/BSASI programs will be able to accept substance abuse treatments from a provider of his/her choice. The period of the agreement is July 1, 2010 through December 31, 2010.

The agreement is late because it was received late in the funding period.

MINUTES

Health Dept. - cont'd

5. **G.S. HOUSING, INC.** **\$ 78,899.00**

Account: 4000-432911-3024-268400-604014

The organization will serve 1,673 meals per month at a cost of \$3.93 per meal to elderly clients enrolled in the Title III C-1 Congregate Housing Meals Services program at the Belvedere Green Apartments, located at 1651 E. Belvedere Avenue. The period of the agreement is October 1, 2010 through September 30, 2011.

MWBOO GRANTED A WAIVER.

6. **WOODBOURNE WOODS, INC.** **\$ 25,545.00**

Account: 4000-432911-3024-268400-604014

The organization will serve meals to 25 elderly residents enrolled in the Title III C-1 Congregate Housing Meal Services program. The meals will be served at dinner time Monday through Friday at the Woodbourne Woods Apartments located at 1650 Woodbourne Avenue. The cost of each meal is \$3.93. The period of the agreement is October 1, 2010 through September 30, 2011.

MWBOO GRANTED A WAIVER.

The agreements are late because of the transition between CARE and BCHD and delays in execution of the documents.

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM

7. **CITY OF BALTIMORE LAW DEPARTMENT** **\$0.00**

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

MINUTES

Health Dept. - cont'd

The period of the agreement is January 1, 2011 through July 30, 2011.

The agreement is late because it was just completed.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements. The President **ABSTAINED**. The Mayor **ABSTAINED** on item no. 4. The President **ABSTAINED** on item no. 3 and 4.

MINUTES

Health Department - Grant Award Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant award agreement with the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance. The period of the grant award is October 1, 2010 through September 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$300,000.00 - 4000-497911-3070-287500-405001

BACKGROUND/EXPLANATION:

The funds will be used for the Baltimore City Adult District Court Drug Expansion and Enhancement Project, to serve more Drug Court offenders and support the expansion and better drug treatment services in Baltimore City.

The grant award is late because it was just finalized.

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 a grant award agreement with the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance.

MINUTESHealth Department - Employee Expense Report**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay the expense report for Ms. Stacey Dennis for the months of April, May, June and July 2010.

AMOUNT OF MONEY AND SOURCE:

| | | |
|-----------------|--------------|----------------------------------|
| \$ 46.00 | - April 2010 | - 4000-422510-3030-273090-603002 |
| 45.50 | - May 2010 | - 4000-422510-3030-273090-603002 |
| 44.00 | - June 2010 | - 4000-422510-3030-273090-603002 |
| 50.00 | - July 2010 | - 4000-422510-3030-273090-603002 |
| <u>\$185.50</u> | | |

BACKGROUND/EXPLANATION:

The Administrative Manual, in Section 240-11, states that Employee Expense Reports that are submitted more than 40 work days after the last calendar day of the month in which the expenses were incurred require Board of Estimates approval.

The expense report is late because Ms. Dennis, a Public Health Investigator, for Clinical Services neglected to submit her expense statements on time. The Department apologizes for this late submission.

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

UPON MOTION duly made and seconded, the Board approved and authorized an expenditure of funds to pay the expense report for Ms. Stacey Dennis for the months of April, May, June and July 2010.

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

214 - 215

All of the EWOs had 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. The President **ABSTAINED** on item no. 6.

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

1. EWO #002, \$45,574.62 - TR 09012, Seton Business Park Access
Improvements

| | | | | |
|---------------|--------------|-------------------|---|---|
| \$ 495,492.30 | \$ 24,558.67 | Machado Construc- | - | - |
| | | tion Co., Inc. | | |

2. EWO #001, \$334,602.75 - TR 09301R, Installation of Variable
Message Signs Citywide

| | | | | |
|----------------|---|-------------------|---|---|
| \$1,492,770.86 | - | Bruce & Merrilees | - | - |
| | | Electric Co. | | |

3. TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|---------------|-----------------------|---|
| \$368,063.03 | 9950-917001-9507 | 9950-902059-9512-6 |
| Federal Aid | Constr. Res. | Struc. & Improv. Installation of Variable Message Signs Citywide |

This transfer will fund the costs associated with Change Order No. 1 on Contract No. TR 09031R to Bruce & Merrilees Electric Company.

Department of General Services

4. EWO #005, \$121,925.00 - PB 09812, Westside Demolition
Disposition Lot No. 28

| | | | | |
|----------------|--------------|----------------|----|----|
| \$1,205,000.00 | \$ 70,581.50 | P & J Contrac- | 43 | 99 |
| | | ting Co., Inc. | | |

5. EWO #010, \$54,137.52 - PB 06813R, Wall/Roof Replacement Enoch
Pratt Free Library No. 31, 6310 Reisterstown Rd.

| | | | | |
|--------------|--------------|------------------|------|----|
| \$112,454.43 | \$750,863.21 | J.A.K. Construc- | 62 | 99 |
| | | tion Co., Inc. | Days | |

MINUTES

EXTRA WORK ORDERS

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

Bureau of Water and Wastewater

6. EWO #094, \$28,500.00 - WC 1167R, Urgent Need Work Infra-structure Rehabilitation Various Locations

| | | | | |
|-----------------|----------------|------------------------------------|---|----|
| \$10,932,235.50 | \$5,978,821.93 | J. Fletcher Creamer & Son, Inc. | 0 | 99 |
|-----------------|----------------|------------------------------------|---|----|

MINUTES**CITY COUNCIL BILL:**

10-0584 - An ordinance concerning Franchise - Structural Projections over the Bed of Ashland Avenue for the purpose of granting a franchise to 929 N. Wolfe, LLC to construct, use, and maintain a private structural projection over a portion of the bed of Ashland Avenue, subject to certain terms, conditions, and reservations, and providing for a special effective date.

IN ACCORDANCE WITH THE MINOR PRIVILEGE SCHEDULE OF CHARGES AND REGULATIONS AS ESTABLISHED BY THE BOARD OF ESTIMATES, THE DEPARTMENT OF GENERAL SERVICES RECOMMENDS AN ANNUAL FRANCHISE FEE OF \$5,592.00 FOR THIS TYPE OF ENCROACHMENT INTO THE PUBLIC WAY.

ALL REPORTS RECEIVED WERE FAVORABLE.

UPON MOTION duly made and seconded, the Board approved City Council Bill 10-0584 and approved the franchise fee of \$5,592.00 as recommended by the Department of General Services and directed that the City Council Bill be returned to the City Council with the recommendation that it also be approved and passed by that Honorable Body. The President **ABSTAINED.**

MINUTES

Police Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay The Leadership Association, c/o The Greater Baltimore Committee Leadership School by expenditure authorization. The period of the invoice is January 24, 2011 through October 31, 2011.

AMOUNT OF MONEY AND SOURCE:

\$4,900.00 - 6000-611211-2013-197500-603001

BACKGROUND/EXPLANATION:

The funds will cover tuition for Mr. Nathan A. Warfield for training. The training is used to enhance the leadership and competency of members in upper management positions within City government. This training provides a focus on accountability and responsibility within the ethical scope of leading members of City government. The focus is geared towards community service and improving the relationship with the community through service.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds to pay The Leadership Association, c/o The Greater Baltimore Committee Leadership School by expenditure authorization.

MINUTES

Baltimore Development - Third Amendment to the First
Corporation (BDC) Amended and Restated Lease

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the third amendment to the first amended and restated lease with the Cordish Power Plant Number Two, LLC.

AMOUNT OF MONEY AND SOURCE:

Annual Rent
\$7,200.00

BACKGROUND/EXPLANATION:

The annual rent will escalate every five years at the lesser of 7.5%, or a percent equal to the Consumer Price Index (CPI) for the Baltimore-Washington region, and City Percentage Rent equal to 3% of gross sales.

Pursuant to the terms of the First Amended and Restated Lease dated April 21, 1999 between the Cordish Power Plant Two, LLC (the Developer) and the City, the Developer is the Lessee of a portion of the land and improvements located on the City-owned Pier 4 in the Inner Harbor, also known as Dugan's Wharf.

Under the terms of the lease, the Developer constructed the Pier IV Office Building project, which contains a ground floor restaurant space. The Developer now desires to construct a fixed or floating barge structure located on the water of the Inner Harbor and adjacent to the Pier IV Office Building restaurant space to be used for outdoor dining and entertainment purposes, subject to the receipt of all required governmental approvals and licenses.

MINUTES

BDC - cont'd

The third amendment to the first amended and restated lease will provide the Developer with the rights to construct the barge, will approve the barge's location and design, and will specify a base rent and percentage rent to be paid to the City in consideration for the rights to install the barge.

(FILE NO. 55304)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the third amendment to the first amended and restated lease with the Cordish Power Plant Number Two, LLC.

MINUTES

Department of - Joint Use Agreement and
Recreation & Parks Grant Agreement

ACTION REQUESTED OF THE B/E:

The Board is requested to approve and authorize execution of a joint use agreement and grant agreement with the Maryland Department of Natural Resources (DNR), the YMCA, and the Cal Ripken, Sr. Foundation (Foundation). The period of the joint use agreement and grant agreement is effective upon Board approval for the useful life of the facility.

AMOUNT OF MONEY AND SOURCE:

\$800,000.00 - 9938-902796-9474

BACKGROUND/EXPLANATION:

The Maryland Board of Public Works approved the commitment of Program Open Space funds to the City, a portion of which have been allocated for the construction of a youth baseball field to be constructed by the Foundation at the site of the former Memorial Stadium, which is now YMCA property. As a condition precedent to the receipt of the funding, a written agreement between the Foundation, the YMCA, the DNR, and the Department is required to establish the terms, conditions and mutual responsibilities with respect to the project. The execution of the grant agreement between the Department and the Foundation is required in order to grant the funds to the Foundation.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of a joint use agreement and grant agreement with the Maryland Department of Natural Resources, the YMCA, and the Cal Ripken, Sr. Foundation.

MINUTES

Department of Recreation - Expenditure of Funds
and Parks

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay Hale Properties, LLC (Hale).

AMOUNT OF MONEY AND SOURCE:

\$ 70,110.31 (Shared facility income owed to City, 6/10 - 12/10)
- 13,782.00 (Insurance reimbursement 2011)
- 23,092.62 (Utility cost over base 2010)
- 90,000.00 (Management fee 7/10 - 12/10, 6 mo. @ \$15,000.00
per mo.)

\$ 56,764.31 - Payment due to Hale Properties, LLC

Account: 6000-680511-4792-370100-603026

BACKGROUND/EXPLANATION:

This expenditure of funds is for expenses incurred by the Department of Recreation and Parks for the management and operation of the Clarence "Du" Burns Indoor Soccer Arena.

The expenditure of funds is calculated on the difference between what Hale owes the City as part of the shared facility income and management fee the City owes Hale, plus the reimbursement of utility costs in excess of a base rate, plus the reimbursement for insurance.

On December 22, 2010, the Board approved the management agreement with Hale for the management and operation of the Clarence "Du" Burns Indoor Soccer Arena.

MINUTES

Rec. & Parks - cont'd

This expenditure of funds represents the true-up amount for the first and second true-ups listed in the management agreement from July 2010 through December 2010.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized an expenditure of funds to pay Hale Properties, LLC.

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 (DHCD) - Options</u> | | | |
| 1. Mark B. Lapidus | 1523 E. Biddle St. | G/R \$90.00 | \$ 825.00 |

Funds are available in Account No. 9910-906460-9588-900000-704040, Oliver Project.

(FILE NO. 56376)

| | | | |
|--------------------------|--------------------|-----|-------------|
| 2. Irene J. Cromartie | 1719 Ellsworth St. | F/S | \$ 7,500.00 |
|--------------------------|--------------------|-----|-------------|

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

(FILE NO. 56017)

| | | | |
|-----------------------------|-----------------|-----|-------------|
| 3. Melinda Ding Foon Lee | 1231 N. Gay St. | L/H | \$ 6,767.00 |
|-----------------------------|-----------------|-----|-------------|

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

(FILE NO. 56017)

| | | | |
|--------------------|-----------------|-----|-------------|
| 4. Maurice Gladden | 1217 N. Gay St. | L/H | \$ 7,787.00 |
|--------------------|-----------------|-----|-------------|

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

(FILE NO. 56017)

| | | | |
|--------------------|---------------------------------|-----|--------------|
| 5. Kimberly Thomas | 940 N. Patterson Park Avenue | L/H | \$ 44,400.00 |
|--------------------|---------------------------------|-----|--------------|

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

(FILE NO. 56017)

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|--|------------------------|-----------------|---------------|
| <u>DHCD - Condemnation</u> | | | |
| 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. | | | |
| 6. George Lee | 2004 Greenmount Avenue | L/H | \$ 20,000.00 |

Funds are available in Account No. 9912-910713-9591-900000-704040, Barclay Project.

(FILE NO. 57066)

Law Department - Condemnations and Payments of Settlements

| | | | |
|--|-----------------------|-----|--------------|
| 7. Arthur W. Lambert (previous owner) | 4605 Edmondson Avenue | F/S | \$141,500.00 |
|--|-----------------------|-----|--------------|

Funds are available in Account No. 9910-901790-9588-900000-704040, Uplands Project Site.

On March 10, 2008, the City filed a regular condemnation suit to acquire the fee simple interest in 4605 Edmondson Avenue. The owner of 4605 Edmondson Avenue and three other property owners, in the Uplands Project area, challenged the City's plans for the Uplands Project area. During the past two years, Court of Special Appeals rulings have spawned a number of hearings regarding the acquisition of the designated properties. Recently, the parties decided to mediate the valuation of the properties. The City's independent appraiser originally estimated the fee simple interest in 4605 Edmondson Avenue to be worth \$400,000.00. The owner's appraiser estimated a value of \$700,000.00. The owner also maintained

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|---|-----------------|-----------------|---------------|
| <u>Law Dept. - Condemnations and Payments of Settlements - cont'd</u> | | | |

that he had suffered certain monetary losses over the two year period. The Court mediated a settlement between the parties in the amount of \$541,500.00, inclusive of all claims. Therefore, the Board is requested to approve an additional \$141,500.00; the difference between the previous approval of \$400,000.00 and the total settlement of \$541,500.00.

(FILE NO. 56376)

| | | | |
|---|----------------------------|-----|--------------|
| 8. Young Chul Yoo and Duk Hee Yoo (previous owners) | 4600 Old Frederick Road | F/S | \$ 60,000.00 |
|---|----------------------------|-----|--------------|

Funds are available in Account No. 9910-901790-9588-900000-704040, Uplands Project Site.

On February 13, 2008, the City filed a regular condemnation suit to acquire the fee simple interest in 4600 Old Frederick Road. The owners of 4600 Old Frederick Road and three other property owners, in the Uplands Project area, challenged the City's plans for the Uplands Project area. During the past two years, Court of Special Appeals rulings have spawned a number of hearings regarding the acquisition of the designated properties. Recently, the parties decided to mediate the valuation of the properties. The City's independent appraiser originally estimated the fee simple interest in 4600 Old Frederick Road to be worth \$170,000.00. The owners' appraiser estimated a value of \$234,000.00. The owners also maintained that they had suffered certain monetary losses over the two year period. The Court mediated a settlement between the parties in the amount of \$230,000.00, inclusive of all claims. Therefore, the Board is requested to approve an additional \$60,000.00; the difference between the previous approval of \$170,000.00 and the total settlement of \$230,000.00.

(FILE NO. 56376)

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|---|---|-----------------|---------------|
| <u>Law Dept. - Condemnations and Payments of Settlements - cont'd</u> | | | |
| 9. Jong C. Kim and Mee Y. Kim (previous owners) | 4609 Edmondson Ave. and 4602 Old Frederick Road | F/S | \$ 540,000.00 |

Funds are available in Account No. 9910-901790-9588-900000-704040, Uplands Project Site.

On May 2, 2008, the City filed a regular condemnation suit to acquire the fee simple interest in 4609 Edmondson Avenue and 4602 Old Frederick Road (adjoining properties). The owners of 4609 Edmondson Avenue and 4602 Old Frederick Road and three other property owners, in the Uplands Project area, challenged the City's plans for the Uplands Project area. During the past two years, Court of Special Appeals rulings have spawned a number of hearings regarding the acquisition of the designated properties. Recently, the parties decided to mediate the valuation of the properties. The City's independent appraiser originally estimated the fee simple interest in 4609 Edmondson Avenue and 4602 Old Frederick Road to be worth \$710,000.00. The owners' appraiser estimated a value of \$2,118,600.00. The owners also maintained that they had suffered certain monetary losses over the two year period. The Court mediated a settlement between the parties in the amount of \$1,250,000.00, inclusive of all claims. Therefore, the Board is requested to approve an additional \$540,000.00; the difference between the previous approval of \$710,000.00 and the total settlement of \$1,250,000.00.

(FILE NO. 56376)

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|---|------------------|-----------------|---------------|
| <u>Law - Condemnations and Payments of Settlements - cont'd</u> | | | |
| 10. Betty J. Tunon (previous owner) | 528 Swann Avenue | F/S | \$ 70,500.00 |

Funds are available in Account No. 9910-901790-9588-900000-704040, Uplands Project Site.

On May 2, 2008, the City filed a regular condemnation suit to acquire the fee simple interest in 528 Swann Avenue. The owner of 528 Swann Avenue and three other property owners, in the Uplands Project area, challenged the City's plans for the Uplands Project area. During the past two years, Court of Special Appeals rulings have spawned a number of hearings regarding the acquisition of the designated properties. Recently, the parties decided to mediate the valuation of the properties. The City's independent appraiser originally estimated the fee simple interest in 528 Swann Avenue to be worth \$229,500.00.

Those funds have been deposited into the Court Registry. The owner's appraiser estimated a value of \$395,000.00. The owner also maintained that she had suffered certain monetary losses over the two year period. The Court mediated a settlement between the parties in the amount of \$300,000.00, inclusive of all claims. Therefore, the Board is requested to approve an additional \$70,500.00; the difference between the previous approval of \$229,500.00 and the total settlement of \$300,000.00.

(FILE NO. 56376)

| | | | |
|--|------------------|-----|--------------|
| 11. Young Chul Yoo (previous owner) | 522 Swann Avenue | F/S | \$200,000.00 |
|--|------------------|-----|--------------|

Funds are available in Account No. 9910-901790-9588-900000-704040, Uplands Project Site.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|-----------------|-----------------|-----------------|---------------|
|-----------------|-----------------|-----------------|---------------|

Law - Condemnations and Payments of Settlements - cont'd

On March 10, 2008, the City filed a regular condemnation suit to acquire the fee simple interest in 522 Swann Avenue. The owner of 522 Swann Avenue and three other property owners, in the Uplands Project area, challenged the City's plans for the Uplands Project area. During the past two years, Court of Special Appeals rulings have spawned a number of hearings regarding the acquisition of the designated properties. Recently, the parties decided to mediate the valuation of the properties. The City's independent appraiser originally estimated the fee simple interest in 522 Swann Avenue to be worth \$160,000.00. The owner's appraiser estimated a value of \$360,000.00. The owner also maintained that they had suffered certain monetary losses over the two year period. The Court mediated a settlement between the parties in the amount of \$360,000.00, inclusive of all claims. Therefore, the Board is requested to approve an additional \$200,000.00; the difference between the previous approval of \$160,000.00 and the total settlement of \$360,000.00.

(FILE NO. 56376)

UPON MOTION duly made and seconded, the Board approved and authorized the foregoing options, condemnations, and quick-takes.

MINUTES

Department of Housing and - Local Government Resolutions
Community Development

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

The following organizations are applying to the State of Maryland's Community Investment Tax Credit Program (CITCP). 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. BALTIMORE HERITAGE, INC. | \$ 13,000.00 CITCP |

Baltimore Heritage, Inc. located at 11½ West Chase Street proposes the Baltimore Heritage Tours Program Project. The project is a collaboration of historic neighborhoods and heritage sites to provide publicity, guided tours and financial support for over 100 different historic places in Baltimore.

The project consists of three components:

- "Baltimore by Foot" - Partnered with neighborhood associations to lead two hour walking tours of five different neighborhoods each year, and this year the tour offerings will be expanded to eight.
- "Behind the Scenes Tours" - Approximately once every month a tour of a historic site is offered, and the focus is on a particular historic building or site in which the owner or curator will lead the tour. Over the last five years, over 60 different places have been toured, which has included artisan workshops, museums, public places and private homes. This year, the number of tours will be expanded to 24 different sites.

MINUTES

DHCD - cont'd

- "Downtown Tours" - This is a new series of tours focusing on architecture and heritage in downtown Baltimore. The tours will focus on three themes: Gargoyles Downtown, Baltimore's 1904 Fire and Historic Architecture Downtown. The tours will be offered on a regular basis as well as marketed to firms with offices downtown.

Baltimore Heritage, Inc. works in three primary areas: education, planning and advocacy and technical assistance. The education programs include monthly guided tours of historic sites, spring walking tours of historic neighborhoods, a fall history lecture and a reception to recognize the best historic preservation projects to honor people working towards the preservation and revitalization in Baltimore. Through planning and advocacy work, Baltimore Heritage, Inc. has helped save City landmarks from demolition, such as, City Hall, Camden Station and the West Side of Downtown. The technical assistance programs have partnered with neighborhood associations to assist over 2,000 homeowners in Baltimore's 70 historic districts to maintain and rehabilitate their houses.

- | | | |
|----|--|-------------------------------|
| 2. | BALTIMOREANS UNITED IN LEADERSHIP DEVELOPMENT (BUILD) | \$ 35,000.00 CITCP |
|----|--|-------------------------------|

BUILD, located at 2439 Maryland Avenue, proposes the East Baltimore Redevelopment Project at 1237 N. Caroline Street. The project will create community development work in the neighborhood. As part of the community development effort, BUILD engages local residents in the project planning process, issues of neighborhood safety, community policing and working with the City on issues related to vacant and dangerous buildings. Currently, BUILD's community work is supporting two major developments in East Baltimore, Preston Place and City Arts.

MINUTES

DHCD - cont'd

BUILD was founded in 1977 as a broad-based community organization affiliated with the Industrial Areas Foundation. BUILD is committed to working with low and moderate-income families of Baltimore to train and develop neighborhood leaders to address community issues, educate the community and galvanize public support for positive change and improvements in Baltimore.

- | | | |
|----|---|-------------------------------|
| 3. | HABITAT FOR HUMANITY OF THE CHESAPEAKE | \$ 50,000.00 CITCP |
|----|---|-------------------------------|

The Habitat for Humanity of the Chesapeake, located at 3741 Commerce Drive, proposes the City Wide Housing Revitalization Project. The project will complete at least 70 homes in Baltimore. Work will continue in Pen Lucy, where 25 homes have been completed and in East Baltimore, where 39 properties have been completed and 30 more will be completed by the end of fiscal year 2011. In addition, three new neighborhoods have been added, Mount Winans, Poppleton and Orchard Ridge.

The project will retain and attract donors who will contribute directly to the construction costs, which will include hard costs and construction administration overhead.

The mission of the Habitat for Humanity of the Chesapeake, a non-profit Christian ministry, is to work with individuals from all faiths and walks of life to build and renovate decent houses for affordable homeownership through the Baltimore region.

MINUTES

DHCD - cont'd

The main strategy used is to rehabilitate previously vacant houses and build new homes on vacant lots and to partner with families who will purchase these homes. Rehabilitating and building homes in a targeted area impacts the entire community by visibly improving the neighborhood conditions, creating increased stability and raising property value. Requiring future Habitat homeowners to work on the construction site ensures that the homeowner is fully invested in the process of renovating the home and becomes involved in the community.

UPON MOTION duly made and seconded, the Board approved and adopted the foregoing local government resolutions.

MINUTESDepartment of Housing and - Grant AgreementsCommunity Development

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

1. CENTRO DE LA COMUNIDAD, INC. \$ 95,665.00

| | |
|---|--------------|
| Account: 2089-208911-5930-423326-603051 | \$ 6,335.00 |
| 2089-208911-5930-423326-603051 | \$ 13,500.00 |
| 2089-208911-5930-423329-603951 | \$ 27,500.00 |
| 2089-208911-5930-423334-603051 | \$ 31,330.00 |
| 2089-208911-5930-423339-603051 | \$ 17,000.00 |

The organization provides a public service program. The program serves low and moderate-income persons city-wide and consists of health services, housing assistance and referrals, employment training and legal assistance services. The funds will be used to subsidize the organization's operating costs. The period of the agreement is November 1, 2010 through October 31, 2011.

2. DRUID HEIGHTS COMMUNITY DEVELOPMENT CORPORATION, INC. \$ 47,500.00

| | |
|---|--------------|
| Account: 2089-208911-5930-665680-603051 | \$ 16,167.00 |
| 2089-208911-5930-665681-603051 | \$ 19,166.00 |
| 2089-208911-5930-665683-603051 | \$ 12,167.00 |

The organization will serve as the fiscal agent for the Upton Planning Committee (UPC). The UPC will carry out eligible public information and organizational capacity-building activities to carry out neighborhood revitalization and other Community Development Block Grant activities in the Upton community.

MINUTES

DHCD - cont'd

3. **THE HARBOR BANK OF MARYLAND** **\$ 9,500.00**
COMMUNITY DEVELOPMENT CORPORATION

Account: 2089-208911-5930-666971-603051

The organization will provide loan fund management services including loan servicing and technical assistance for the existing CDBG Special Economic Development Loan Fund Portfolio. The period of the agreement is July 1, 2010 through June 30, 2011.

MWBOO GRANTED A WAIVER.

4. **BALTIMORE NEIGHBORHOODS, INC.** **\$ 59,565.00**

Account: 2089-208911-5930-435984-603051

The organization will continue working toward the maintenance of an open housing market, the improvements of tenant/landlord relations, and the promotion of affirmative fair housing practices in the sale and rental of housing. The organization will provide outreach and education to inform the public about tenant/landlord issues, fair housing statutes and other civil rights concerns, and refer complaints to the Maryland Commission of Human Rights, and monitor the response of that agency to complaints. The funds will be used to subsidize the organization's operating costs. The period of the agreement is October 1, 2010 through September 30, 2011.

FOR THE FY 2010, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$16,100.00, AS FOLLOWS:

MBE: \$2,415.00
WBE: \$ 805.00

MINUTES

DHCD - cont'd

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)

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 foregoing grant agreements.

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 Mr. Roger D. Scott, developer, for the sale of the property located at 53 South Arlington Avenue.

AMOUNT OF MONEY AND SOURCE:

\$2,450.00 - Appraised value

BACKGROUND/EXPLANATION:

A good faith deposit of \$1,000.00 has already been received from the developer.

The project will consist of the conversion of this vacant lot into a side yard for the adjacent property located at 51 South Arlington Avenue.

Once transferred, the property will be active on the tax rolls of Baltimore City, thereby preventing tax abandonment.

MBE/WBE PARTICIPATION:

The property is not subject to Article 5, Subtitle 28 of the Baltimore City Code because the property will be sold for less than \$25,000.00.

(FILE NO. 56666)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Mr. Roger D. Scott, developer, for the sale of the property located at 53 South Arlington Avenue.

MINUTES

Department of Housing and - Head Start Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Head Start agreement with the YMCA of Central Maryland, Inc., delegate agency for the Emily Price Jones Head Start Program. The period of the agreement is July 1, 2010 through June 30, 2011, unless otherwise indicated.

AMOUNT OF MONEY AND SOURCE:

\$1,912,776.00 - 4000-486311-6051-516100-603051

BACKGROUND/EXPLANATION:

Under the terms of this agreement, the organization will provide Head Start services to 321 children and their families in Baltimore City. The funds will be used to provide educational, social, psychological, health, nutritional, and parent educational services. A three-month advance of funds, in the amount of \$578,183.00, was approved by the Board on June 16, 2010. With the advance, the total contract amount is \$2,490,959.00.

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

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

| | | |
|--|--------------------|--------------|
| MBE: Genesis Office Systems, Inc. | \$ 750.00 | 0.03% |
| C&T Transportation, Inc. | 9,000.00 | 0.36% |
| Personal Electric, LLC | 14,000.00 | 0.56% |
| Total | \$23,750.00 | 0.95% |
| WBE: B&B Lighting Supply, Inc. | \$ 2,500.00 | 0.10% |
| Copy Cat Printing | 14,000.00 | 0.56% |
| Total | \$16,500.00 | 0.66% |

MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS. OF THE TOTAL CONTRACT AMOUNT OF \$2,490,959.00, \$2,279,222.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE.

MINUTES

DHCD - cont'd

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE.

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Head Start agreement with the YMCA of Central Maryland, Inc., delegate agency for the Emily Price Jones Head Start Program. The President **ABSTAINED** on this item.

MINUTESCircuit Court - Cooperative Reimbursement Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a cooperative reimbursement agreement with the State of Maryland Department of Human Resources, Child Support Enforcement Administration (CESA). The period of the agreement is October 1, 2010 through September 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$187,600.00 - 4000-401511-1100-116800-404001

BACKGROUND/EXPLANATION:

The cooperative reimbursement agreement will continue to provide operational costs and salary expenditures for the Domestic Relations Masters Program on a 34% to 66% basis. Prior to Fiscal Year 1998, Baltimore City provided all funding for child support and custody enforcement, as required under spousal support obligations for this program. The agreement is late because revisions were necessary.

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 cooperative reimbursement agreement with the State of Maryland Department of Human Resources, Child Support Enforcement Administration.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

241 - 247

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 Mayor **ABSTAINED** on item no. 4.

MINUTES**TRANSFER OF FUNDS**

| | <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|--|----------------------|--|--|
| <u>Baltimore Development Corporation (BDC)</u> | | | |
| 1. | \$ 14,816.12 | 9911-903859-9600 Constr. Res. BDC Economic Dev. | 9910-905852-9601 Economic Dev. Incentives |
| | M&CC | | |
| | 2,169.67 | 9910-902483-9600 Constr. Res. S. Balto. Ind. & Coml. Dev. | 9910-903483-9601 S. Balto. Ind. & Coml. Dev |
| | M&CC | | |
| | 1,525.86 | 9910-904115-9600 Constr. Res. West Side Initiative | 9910-905825-9603 West Side Downtown |
| | M&CC | | |
| | 291.00 | 9910-904982-9600 Constr. Res. Coml. Rev. Program | 9910-902879-9601 Coml. Revitalization |
| | M&CC | | |
| | 5,234.56 | 9910-905575-9600 Constr. Res. E. Balto. Ind. & Coml. Dev. | 9910-906575-9601 E. Balto. Ind. & Coml. Dev. |
| | M&CC | | |
| | 1,364.98 | 9910-901880-9600 Constr. Res. Open/Public Space Imprv. | 9910-902879-9601 Coml. Revitalization |
| | 20 th EDF | | |
| | 500.00 | 9910-905575-9600 Constr. Res. E. Balto. Ind. & Coml. Dev. | 9910-906575-9601 E. Balto. Ind. & Coml. Dev. |
| | 20 th EDF | | |
| | 3,840.28 | 9910-902483-9600 Constr. Res. S. Balto. Ind. & Coml. Dev. | 9910-902879-9601 Coml. Revitalization |
| | 21 st EDF | | |

MINUTES**TRANSFER OF FUNDS**

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|-----------------------------------|--|--|
| <u>BDC - cont'd</u> | | |
| 16,681.38 22 nd EDF | 9910-903354-9600 Constr. Res. W. Balto. Ind. & Coml. Dev. | 9910-904354-9601 W. Balto. Ind. & Coml. Dev. |
| 25,072.46 22 nd EDF | 9910-904115-9600 Constr. Res. West Side Initiative | 9910-905825-9603 West Side Downtown |
| 7,600.00 22 nd EDF | 9910-904982-9600 Constr. Res. Coml. Rev. Program | 9910-902879-9601 Coml. Revitalization |
| 3,517.00 22 nd EDF | 9910-905575-9600 Constr. Res. E. Balto. Ind. & Coml. Dev. | 9910-906575-9601 E. Balto. Ind. & Coml. Dev. |
| <hr/> \$ 82,613.31 | | |

This transfer will provide funds to reimburse the BDC for eligible capital expenses for the month ending October 31, 2010.

| | | |
|------------------------|--|--|
| 2. \$ 6,534.00 M&CC | 9911-903859-9600 Constr. Res. BDC Economic Dev. | 9910-905852-9601 Economic Dev. Incentive |
| 75.00 M&CC | 9910-902483-9600 Constr. Res. S. Balto. Ind. & Coml. Dev. | 9910-903483-9601 S. Balto. Ind. & Coml. Dev. |

MINUTES

TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|-----------------------------------|--|---|
| BDC - cont'd | | |
| 1,336.44 M&CC | 9910-904115-9600 Constr. Res. West Side Initiative | 9910-905825-9603 West Side Downtown |
| 31.63 M&CC | 9910-904982-9600 Constr. Res. Coml. Rev. Program | 9910-902879-9601 Coml. Revitalization |
| 3,963.89 21 st EDF | 9910-902483-9600 Constr. Res. Balto. Ind. & Coml. Dev. | 9910-904354-9601 W. Balto. Ind. S. & Coml. Dev. |
| 13,174.53 22 nd EDF | 9910-903354-9600 Constr. Res. W. Balto. Ind. & Coml. Dev. | 9910-904354-9601 W. Balto. Ind. & Coml. Dev. |
| 1,500.00 22 nd EDF | 9910-904115-9600 Constr. Res. West Side Initiative | 9910-905825-9603 West Side Downtown |
| \$ 26,615.49 | | |

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending November 30, 2010.

MINUTES

TRANSFER OF FUNDS

| | <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|---------------------|----------------------|-----------------------|---------------------|
| <u>BDC</u> - cont'd | | | |
| 3. | \$ 710.00 | 9911-903859-9600 | 9910-905852-9601 |
| | M&CC | Constr. Res. | Economic Dev. |
| | | BDC Economic Dev. | Incentives |
| | 130.60 | 9910-902483-9600 | 9910-903483-9601 |
| | M&CC | Constr. Res. | S. Balto. Ind. |
| | | S. Balto. Ind. | & Coml. Dev. |
| | | & Coml. Dev. | |
| | 754.52 | 9910-904115-9600 | 9910-905825-9603 |
| | M&CC | Constr. Res. | West Side Downtown |
| | | West Side | |
| | | Initiative | |
| | 599.92 | 9910-905575-9600 | 9910-906575-9601 |
| | M&CC | Constr. Res. | E. Balto. Ind. |
| | | E. Balto. Ind. | & Coml. Dev. |
| | | & Coml. Dev. | |
| | 793.26 | 9910-904982-9600 | 9910-902879-9601 |
| | M&CC | Constr. Res. | Coml. Rev. |
| | | Coml. Rev. Program | |
| | 7,500.00 | 9910-906893-9600 | 9910-902879-9601 |
| | 19 th EDF | Constr. Res. | Coml. Rev. |
| | | Arts & | |
| | | Entertainment Init. | |
| | 26,000.00 | 9910-901870-9600 | 9910-902870-9601 |
| | 20 th EDF | Constr. Res. | Bus. Ctrs. & Cap. |
| | | Bus. Incubators | Repairs |
| | | & Ctrs. | |
| | 11,410.52 | 9910-902873-9600 | 9910-903873-9601 |
| | 21 st EDF | Constr. Res. | Brownsfield |
| | | Brownsfield | Incentive Fund |
| | | Incentive Fund | |

MINUTES**TRANSFER OF FUNDS**

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|-----------------------------------|--|--|
| <u>BDC - cont'd</u> | | |
| 3,580.00 22 nd EDF | 9910-903354-9600 Constr. Res. W. Balto. Ind. & Coml. Dev. | 9910-904354-9601 W. Balto. Ind. & Coml. Dev. |
| 16,232.57 22 nd EDF | 9910-904982-9600 Constr. Res. Coml. Rev. Program | 9910-902879-9601 Coml. Rev. |
| 1,116.00 22 nd EDF | 9910-905575-9600 Constr. Res. & Coml. Dev. E. Balto. Ind. | 9910-906575-9601 E. Balto. Ind. |
| <hr/> \$ 68,827.39 | & Coml. Dev. | |

This transfer will provide funds to reimburse the BDC for eligible capital expenses for the month ending December 31, 2010.

Department of General Services

| | | |
|------------------------|---|---|
| 4. \$ 60,000.00 | 9904-901156-9129 Infrastructure Improvements - Reserve | 9904-919006-9127 Mount Street Rehab. - Active |
|------------------------|---|---|

This transfer will fund the design of the building interior to transform the current layout to living quarters for the homeless (Mayor's Office of Human Services). Construction services are being donated.

MINUTES

TRANSFER OF FUNDS

| | <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|---|---------------|--|---|
| <u>Dept. of General Services - cont'd</u> | | | |
| 5. | \$500,000.00 | 9904-901071-9129 | 9904-923004-9127 |
| | Gen. Fund | Renov. Payson St. Library - Reserve | Various Improv. People's Court - Active |

This transfer of funds is necessary to build an access ramp for ADA accessibility at the entrance to the building. The existing lift broke earlier this year. In addition, various other repairs are required to the interior due to water damage, poor air circulation, and over use of the facility.

(FILE NO. 54964)

| | | | |
|----|---------------------|--|---|
| 6. | \$400,000.00 | 9904-901913-9129 | |
| | General Fund | Reserve Various Sr. Ctr. Improvements Res. | |
| | 21,424.91 | 9904-901157-9127 | |
| | General Fund | Amtrak Corridor Clean-up | |
| | 59,059.32 | 9916-902142-9197 | |
| | General Fund | Benton Bldg. Elevator Replacement | |
| | <u>\$480,484.23</u> | ----- | 9904-927005-9127 Boston Avenue Pier Replacement Active |

The transfer of funds will cover the costs to build a replacement pier for the Police Marine Unit and the Department of Public Works, Bureau of Solid Waste Marine Skimmers. The original pier was destroyed earlier in the year during an intense storm. Risk Management will cover a portion (\$98,000.00) of the reconstruction due to poor condition of the pier at its demise.

MINUTES

TRANSFER OF FUNDS

| | <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|---|---------------------|-----------------------|---------------------|
| <u>Dept. of General Services - cont'd</u> | | | |
| 7. | \$ 60,000.00 | 9904-901156-9129 | |
| | General Fund | Infrastructure Imp. | |
| | | Mr. Public | |
| | | Reserve | |
| | 490,003.04 | 9904-902910-9129 | |
| | General Fund | Forest Park | |
| | | Senior Center | |
| | <u>\$550,003.04</u> | ----- | 9904-918007-9127 |
| | | | Visitor's Center |
| | | | Door Replacement |
| | | | Active |

This transfer will cover the cost to rebuild both entrances for the Visitor's Center. The entrances North and South of the Waterfront Visitor's Center have structurally failed.

MINUTES

Bureau of Water and Wastewater - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Center for Watershed Protection (CWP). The period of the agreement is effective upon Board approval for one-year.

AMOUNT OF MONEY AND SOURCE:

\$24,500.00 - 9958-907707-9525-900020-703032

BACKGROUND/EXPLANATION:

The MS4 Permit for stormwater requires the City to do a systematic assessment of water quality within all of the City's watersheds and the development of goals and action plans for watershed restoration. When the MDE issues the next permit which is anticipated in February 2011, the Surface Water Management Division (Division) anticipates the need for technical assistance to manage the activities (new and ongoing) required by the permit.

The CWP has the expertise to be one of the resources upon which the Division will need to call for guidance to properly manage the next MS4 permit. The CWP will assist in negotiating the MS4 permit conditions with the MDE, researching and commenting on green building codes and assisting with grant applications.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of an agreement with the Center for Watershed Protection. The President **ABSTAINED** on this item.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

| VENDOR | AMOUNT OF AWARD | AWARD BASIS |
|--------|-----------------|-------------|
|--------|-----------------|-------------|

Bureau of Purchases

- | | | |
|---|--------------|-----------------------|
| 1. TATE ENGINEERING SERVICES, INC. | \$ 70,000.00 | Sole Source Agreement |
| Solicitation No. 08000 - Cleaver Brooks Boilers Maintenance - Department of Public Works, Bureau of Water and Wastewater - Req. NO. R556050 | | |

The Board is requested to approve and authorize execution of an agreement with Tate Engineering Services, Inc. The period of the agreement is effective upon Board approval for five years.

The vendor is the exclusive supplier and technical services provider for Cleaver Brooks Boilers for the east coast region.

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)

- | | | |
|--|--------------|-----------------------|
| 2. INDUSTRIAL MONITORING AND CONTROL SYSTEMS, INC. | \$ 50,000.00 | Sole Source Agreement |
| Solicitation No. 08000 - SCADA i-FIX Hardware and Software Maintenance - Department of Public Works, Bureau of Water and Wastewater - Req. No. R563540 | | |

The Board is requested to approve and authorize execution of an agreement with Industrial Monitoring and Control Systems, Inc. The period of the agreement is effective upon Board approval for five years.

This agreement will provide software licensing renewals and technical support services for the SCADA i-FIX (Supervisory Control and Data Acquisition - iFIX engine version). The vendor is the sole authorized representative in the State of Maryland for SCADA i-FIX system software and related technical support.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchase

- | | | |
|---|---------------------|-------------------------------|
| 4. <u>MOTOROLA, INC.</u> | <u>\$350,000.00</u> | <u>Amendment to Agreement</u> |
| Solicitation No. 08000 - Furnish and Install Add-on Subscriber Mobile Data Subscribers, Parts and Accessories and Services - Agencies - Various Req. Nos. Various | | |

The Board is requested to approve and authorize execution of an amendment to agreement with Motorola, Inc.

On February 1, 2008, the Board approved the initial award in the amount of \$500,000.00. This amendment to agreement is necessary to allow the vendor to provide critical commodities and services beyond the initial contract period for the City's 800 MHz communication systems. This amendment to agreement will extend the period through February 1, 2013, with three 1-year renewal options.

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. 55919)

- | | | |
|---|---------------------|------------------|
| 5. <u>POLLACK RESEARCH AND DESIGN UNIT, READING CRANE AND ENGINEERING COMPANY</u> | <u>\$ 50,000.00</u> | <u>Extension</u> |
| Solicitation No. BP-06190 - Annual Inspection and Code Deficiency Repairs of Cranes and Hoists - Agencies - Various - Req. Nos. Various | | |

On January 31, 2007, the Board approved the initial award in the amount of \$50,000.00. Subsequent actions have been approved. An extension is being requested to allow time for a new contract to be solicited.

MWBOO SET MBE AND WBE GOALS AT 0%.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

| | | |
|--------------------------|---------------------|---------|
| 6. BADGER METER, INC. | \$116,000.00 | |
| ELSTE AMOCO WATER, INC. | 67,000.00 | |
| NEPTUNE TECHNOLOGY GROUP | 67,000.00 | |
| | <u>\$250,000.00</u> | Renewal |

Solicitation No. B50000209 - Compound Water Meters - Department of Public Works, Bureau of Water and Wastewater - P.O. Nos. P506945, P506946 and P506937

On February 25, 2009, the Board approved the initial award in the amount of \$250,000.00. The award contained four 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This is the second renewal in the amount of \$250,000.00 for the period February 25, 2011 through February 24, 2012, with two 1-year renewal options remaining.

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> |
|---------------|------------------------|--------------------|
|---------------|------------------------|--------------------|

Bureau of Purchases

| | | |
|---|---------|-----------|
| 7. CB FLOORING, LLC. | \$ 0.00 | Extension |
| Solicitation No. B50000698 - Furnish and Install Carpet - Agencies Various - Req. Nos. P505147 | | |

On November 5, 2008, the Board approved the initial award in the amount of \$200,000.00. On June 6, 2010, the Board approved an extension in the amount of \$50,000.00. A new solicitation for this requirement (B50001765) was advertised and bids were due on January 19, 2011. An extension is requested to allow time to evaluate the bids, award a contract, and provide a sufficient transition period, if required. This extension is for the period February 1, 2011 through May 1, 2011.

MWBOO SET GOALS OF 18% MBE AND 5% WBE AND FOUND VENDOR TO BE IN NON-COMPLIANCE FOR NOT SHOWING A GOOD FAITH EFFORT TO UTILIZE M/WBE FIRMS.

This is a requirements contract dollar amounts will vary.

MBE: Granite World and Flooring 0.11%

WBE: Letke Security Contractors, Inc. 0.00%

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|---|--------------|---------|
| 8. P. FLANIGAN & SONS, INC. | \$ 50,000.00 | Renewal |
| Solicitation No. B50000930 - Furnish and Deliver Black Fill Mix - Agencies Various - Req. Nos. Various | | |

On February 4, 2009, the Board approved the initial award in the amount of \$237,750.00. The award contained two 1-year renewal options at the sole discretion of the City. This is the first one-year renewal for the period February 3, 2011 through February 2, 2012, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved the foregoing informal awards and increases and Extensions to Contracts. The President **ABSTAINED** on item nos. 1, 2 and 6.

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:

256 - 257

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

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

The Comptroller **ABSTAINED** on item nos. 1 and 2.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation

- 1. TR 09305, Fairfield Ecological Industrial Park P. Flanigan & Sons, Inc. \$4,877,745.30

DBE PARTICIPATION:

| | | |
|---------------------------------|----------------------|---------------|
| L&J Construction Services, Inc. | \$393,498.00 | 8.07% |
| AJO Concrete Construction | 377,474.50 | 7.74% |
| Bay City Construction, Inc. | <u>220,313.24</u> | <u>4.51%</u> |
| Total: | \$ 991,285.74 | 20.32% |

2. TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|--|--|---|
| \$4,487,525.68 Federal | 9950-919001-9509 Constr. Res. Federal Aid | |
| 171,881.42 MVR | 9950-905117-9528 Constr. Res. Main Street Program | |
| 950,000.00 MVR <u>\$5,609,407.10</u> | 9950-905315-9528 Constr. Res. | |
| \$4,877,745.30 | ----- | 9950-903101-9508-6 Structure & Improvements |
| 487,774.53 | " " | 9950-903101-9508-5 Inspections |
| <u>243,887.27</u> | " " | 9950-903101-9508-2 Contingencies Fairfield Ecological Park |
| \$5,609,407.10 | | |

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Department of Transportation - cont'd

This transfer will provide funds to cover costs associated with award of contract No. TR09305 to P. Flanigan & Sons, Inc.

Bureau of Purchases

| | | |
|----------------------|----------------|---------------|
| 3. B50001670, Safety | Mason-Dixon | \$ 275,000.00 |
| Boots for the | Fire Equipment | |
| Fire Department | | |

MWBOO GRANTED A WAIVER.

MINUTES

Bureau of Purchases - Acceptance of Technical Proposals
And Opening Price and MBE/WBE
Submittals

ACTION REQUESTED OF B/E:

The Board is requested to approve the acceptance proposals for Solicitation No. B50001567, City Wide Network and System Support for the following bidders, and open their "B" packages containing their price and MBE/WBE submittals:

1. Digicon Corporation
2. TeleCommunication Systems, Inc.

AMOUNT OF MONEY AND SOURCE:

N/A - Pending award recommendation

BACKGROUND/EXPLANATION:

On October 13, 2010, the Board opened the technical proposals for Solicitation No. B50001567, City Wide Network and System Support from the above-listed vendors. The technical proposals were scored by an Evaluation Review Committee and it was determined that both bidders met the required minimum technical requirements.

(FILE NO. 57080)

UPON MOTION duly made and seconded, the Board approved and authorized the acceptance proposals for Solicitation No. B50001567, City Wide Network and System Support for the foregoing bidders, and authorized the opening of their "B" packages containing their price and MBE/WBE submittals.

MINUTES**TRAVEL REQUESTS**Fire Department

| | <u>Name</u> | <u>To Attend</u> | <u>Fund Source</u> | <u>Amount</u> |
|----|----------------------------------|---|---|---------------|
| 1. | Nicole Errett* Robert Maloney | National Assn. of County & City Officials Public Health Preparedness Summit Atlanta, GA Feb. 21 - 25, 2011 (Reg. Fee \$200*, \$500.00) | FY08 Metro- politician Medical Response System | \$2,858.40 |

The Department has prepaid the registration fee in the amount of \$700.00 on City issued Credit Card assigned to Robert Maloney and airfare in the amount of \$490.80 on City issued Credit Card assigned to Frank Narvell, which is included in the total amount of \$2,858.40. The amount to be disbursed to each representative is \$833.80.

Health Department

| | | | | |
|----|----------------------------|--|--|------------|
| 2. | Krystal LeBlanc Billups | National Assn. of County & City Officials Public Health Preparedness Summit Atlanta, GA Feb. 21 - 25, 2011 (Reg. Fee \$550.00) | Public Health Emergency Prepared- ness Grant | \$1,695.60 |
|----|----------------------------|--|--|------------|

The Department has prepaid the registration fee in the amount of \$550.00 and airfare in the amount of \$222.40 on City issued Credit Card assigned to Meghan Butasek, which is included in the total amount of \$1,695.60. The amount to be disbursed to Ms. Billups is \$923.20.

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

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

The Board is requested to approve an expenditure of travel expenses for Matthew Swinburne to attend the National Association of County and City Health Officials (NACCHO) Public Health Preparedness Summit in Atlanta, GA, February 21 - 25, 2011.

AMOUNT OF MONEY AND SOURCE:

\$ 222.40 - Transportation/Airfare
 60.00 - Limo/Airport/Parking
 784.00 - Subsistence/Hotel (@ \$196.00 x 4 nights)
 79.20 - Room Occupancy Taxes (@ \$19.80 x 4)
500.00 - Registration Fees @ Conference Presenter Rate & Pre-Conference Workshop
\$1,645.60 - 4000-423111-3150-307900-603001

BACKGROUND/EXPLANATION:

Mr. Swinburne is a contractor from the Center for Health and Homeland Security and is working with the Department as the Exercise and Training Coordinator for the Office of Emergency Preparedness. He submitted a poster proposal to the NACCHO regarding his work with the Department. His proposal was accepted and he was invited to present at this conference.

The Department has prepaid the registration fee in the amount of \$500.00 and Airfare in the amount of \$222.40 on City issued Credit Card assigned to Meghan Butasek, which is included in the total amount of \$1,645.60.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds for travel expenses for Matthew Swinburne to attend the National Association of County and City Health Officials Public Health Preparedness Summit in Atlanta, GA.

MINUTES

Department of Transportation - Amendment No. 1 to a
Supplemental Agreement No. 2

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to a supplemental agreement no. 2 with Hardesty and Hanover, LLP, under Project No. 939, Rehabilitation of Pennington Avenue Bridge over Curtis Creek. The amendment no. 1 extends the period of the supplemental agreement no. 2 through December 12, 2012 or until the agreement amount is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On December 12, 2007, the Board approved a three-year supplemental agreement no. 1 with Hardesty and Hanover, LLP to provide daily on-site mechanical and electrical inspection services during construction, under Project No. 939, Rehabilitation of Pennington Avenue Bridge over Curtis Creek, in the amount of \$398,483.00.

On August 19, 2009, the Board approved Extra Work Order (EWO) No. 1 in the amount of \$176,876.91 to investigate the cracked trunnion at the south bridge, issues regarding submarine cable installation, temporary bridge operating system, gear frame rehabilitation, and navigation closures.

On March 31, 2010, the Board approved EWO No. 2 in the amount of \$210,879.12 for continuation of full-time mechanical and electrical engineers during the ongoing construction.

On August 11, 2010, the Board approved EWO No. 3 in the amount of \$600,706.44 to allow the consultant to perform structural, mechanical, and electrical engineering services to repair or replace deficient structural elements in the bascule span of the bridge.

MINUTES

Transportation - cont'd

This amendment no. 1 will extend the period of the supplemental agreement no. 2 through December 12, 2012 to allow the consultant to provide post award services. All other terms and conditions of the supplemental agreement remain unchanged.

DBE PARTICIPATION:

Due to the specific nature of the services required for this contract Baltimore City requested and received a waiver for a DBE/MBE subcontractor.

AUDITS NOTED THE TIME EXTENSION.

A PROTEST HAS BEEN RECEIVED FROM THE MARYLAND MINORITY CONTRACTORS ASSOCIATION.

President: "The first item on the non-routine agenda can be found on pages 57 and 58, Amendment No. 1 to a Supplemental Agreement No. 2. Will the parties please come forward?"

Mr. Jamie Kendrick, Dept. of Transportation: "We would ask for the Board's approval of the item."

City Solicitor: "Nobody here representing the protestant?"

President: "Anyone here? - - (no response) I will entertain a Motion."

City Solicitor: "Move approval of the item under protest."

Comptroller: "Second."

President: "All those in favor say "AYE". All opposed "NAY".
The Motion carries. The item has been approved."

* * * * *

BOARD OF ESTIMATES

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1/26/2011

MINUTES

MINUTES

Department of Transportation - Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to agreement with Whitman, Requardt & Associates, LLP, under Project No. 1074, On-Call Consultant Services for Reconstruction, Rehabilitation and/or Resurfacing Projects. The amendment no. 1 extends the period of the agreement through May 21, 2012 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On May 21, 2008, the Board approved the original three-year agreement in the amount of \$2,000,000.00, with Whitman, Requardt & Associates, LLP to provide engineering design services.

This amendment no. 1 will extend the period of the agreement through May 21, 2012 to allow the consultant to complete various ongoing design tasks. All other terms and conditions of the original agreement remain unchanged.

MBE/WBE PARTICIPATION:

Whitman, Requardt & Associates, LLP will continue to adhere to the established goals of 21% for MBE and 7% for WBE.

AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW THE TASK ASSIGNMENTS.

(FILE NO. 57080)

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 1 to agreement with Whitman, Requardt & Associates, LLP, under Project No. 1074, On-Call Consultant Services for Reconstruction, Rehabilitation and/or Resurfacing Projects.

MINUTES

Department of Transportation - Amendment No. 2 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 2 to agreement with Sabra, Wang & Associates, Inc. under Project No. 1074, On-Call Consultant Services for Reconstruction, Rehabilitation and/or Resurfacing Projects. The amendment no. 2 extends the period of the agreement through April 30, 2012 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On April 30, 2008, the Board approved the original three-year agreement in the amount of \$2,000,000.00, with Sabra, Wang & Associates, Inc. to provide engineering design services.

On November 18, 2009, the Board approved amendment no. 1 to increase the upset by \$500,000.00 to permit continuing design services.

This amendment no. 2 will extend the period of the agreement through April 30, 2012 to allow the consultant to complete various ongoing design tasks. All other terms and conditions of the original agreement remain unchanged.

MINUTES

Department of Transportation - cont'd

MBE/WBE PARTICIPATION:

Sabra, Wang & Associates, Inc. will continue to adhere to the established goals of 21% for MBE and 7% for WBE.

AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW THE TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 2 to agreement with Sabra, Wang & Associates, Inc. under Project No. 1074, On-Call Consultant Services for Reconstruction, Rehabilitation and/or Resurfacing Projects.

MINUTES

Department of Transportation - Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to agreement with Century Engineering, Inc., under Project No. 1074, On-Call Consultant Services for Reconstruction, Rehabilitation and/or Resurfacing Projects. The amendment no. 1 extends the period of the agreement through May 14, 2012 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On May 14, 2008, the Board approved the original three-year agreement in the amount of \$2,000,000.00, with Century Engineering, Inc. to provide engineering design services.

This amendment no. 1 will extend the period of the agreement through May 14, 2012 to allow the consultant to complete various ongoing design tasks. All other terms and conditions of the original agreement remain unchanged.

MBE/WBE PARTICIPATION:

Century Engineering, Inc. will continue to adhere to the established goals of 21% for MBE and 7% for WBE.

AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW THE TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 1 to agreement with Century Engineering, Inc., under Project No. 1074, On-Call Consultant Services for Reconstruction, Rehabilitation and/or Resurfacing Projects.

MINUTESBureau of Water and Wastewater - On-Call Task Assignment**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 006 to EBA Engineering, Inc. under Project No. 1095E, On-Call Civil/Structural Engineering Services Agreement.

AMOUNT OF MONEY AND SOURCE:

\$200,340.52 - Baltimore City Wastewater Revenue Bonds
 59,639.39 - Baltimore County
\$259,979.91 - 9956-911755-9551-900020-703032

BACKGROUND/EXPLANATION:

Under this task, the consultant will perform engineering services for the Dundalk Wastewater Pumping Station Force Replacement Project. The Project will include an alignment study, locate existing underground utilities, provide topographic survey, and investigate alternate routes. The consultant will design and prepare contract documents including plans, specifications, and cost estimates. The consultant was approved by the Office of Boards and Commissions and the Architectural & Engineering Awards Commission.

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> |
|---------------|-----------------------|---------------------|
| \$308,240.00 | 9956-902755-9549 | |
| Wastewater | Constr. Res. | |
| Revenue Bonds | Dundalk Ave. | |
| | Pumping Station | |

MINUTES

BW&WW - cont'd

TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|---------------------|-----------------------|---------------------|
| 91,760.00 | " " | |
| County Appro- | | |
| <u>priation</u> | ----- | 9956-911755-9551-3 |
| \$400,000.00 | | Design |

The funds are needed for Project No. 1095E, Task No. 006, Dundalk Wastewater Pumping Station Force Main Alignment.

UPON MOTION duly made and seconded, the Board approved and authorized the assignment of Task No. 006 to EBA Engineering, Inc. under Project No. 1095E, On-Call Civil/Structural Engineering Services Agreement. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter. The President **ABSTAINED** on this item.

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. 007 to EBA Engineering, Inc. under Project No. 1095E, SC 890, Quad Avenue Wastewater Pumping Station Force Main Alignment Study and Design.

AMOUNT OF MONEY AND SOURCE:

\$178,587.09 - Baltimore City Wastewater Revenue Bonds
 24,329.73 - Baltimore County
\$202,916.82 - 9956-904754-9551-900020-703032

BACKGROUND/EXPLANATION:

Under this task, the consultant will perform engineering services for the Quad Avenue Wastewater Pumping Station Force Main Replacement Project. The Project will include an alignment study, locate existing underground utilities, provide topographic survey, and investigate alternate routes. The consultant will design and prepare contract documents including plans, specifications, and cost estimates. The consultant was approved by the Office of Boards and Commissions and the Architectural & Engineering Awards Commission.

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> |
|---------------------|-----------------------|---------------------|
| \$220,025.00 | 9956-902754-9549 | 9956-904754-9551-3 |
| Wastewater | Constr. Res. | Design |
| Revenue Bonds | Quad Avenue | |
| 29,975.00 | Pumping Station | |
| County Appro- | Force Main | |
| <u>priation</u> | | |
| \$250,000.00 | | |

MINUTES

BW&WW - cont'd

The funds are needed for Project No. 1095E, Task No. 7, Quad Avenue Wastewater Pumping Station Force Main Alignment.

UPON MOTION duly made and seconded, the Board approved and authorized an assignment of Task No. 007 to EBA Engineering, Inc. under Project No. 1095E, SC 890, Quad Avenue Wastewater Pumping Station Force Main Alignment Study and Design. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter. The President **ABSTAINED** on this item.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a supplemental agreement with Whitman, Requardt & Associates, LLP for S.C. 877, Enhanced Nutrient Removal (ENR) at the Back River Wastewater Treatment Plant. The period of the Supplemental agreement is effective upon Board approval for three years.

AMOUNT OF MONEY AND SOURCE:

\$9,805,126.92 - 9956-904564-9551-900020-703032

BACKGROUND/EXPLANATION:

This consultant will perform additional work to complete the design of the ENR facility and appurtenant structures, to comply with the State Regulations. This additional design work will include improvements to activated sludge Plants No. 2 and 3 modifications necessary for optimal ENR, design of Denitrification Facility, Denitrification Pumping Station, Denitrification Chemical Facility and methanol facility. The consultant will also design a backwash treatment facility, denitrification diversion chamber, existing filtration facility improvements, electrical power distribution for the site, process control system, site civil/grading and yard piping. Whitman, Requardt & Associates, LLP was approved by the Office of Boards and Commissions and Architectural and Engineering Awards Commission for design services under this contract.

APPROVED FOR FUNDS BY FINANCE

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

MBE/WBE PARTICIPATION:

| | | |
|-------------------------------------|-----------------------|---------------|
| MBE: Shah & Associates, Inc. | \$ 866,636.92 | 8.84% |
| A.S. Architects, Inc. | 299,442.48 | 3.05% |
| C.C. Johnson Malhotra, P.C. | 462,338.58 | 4.72% |
| EBA Engineering, Inc. | 638,112.62 | 6.51% |
| Daniel Consultants, Inc. | 265,510.12 | 2.71% |
| Transviron, Inc. | 310,538.62 | 3.17% |
| Total: | \$2,842,579.34 | 29.00% |

MINUTES

BW&WW - cont'd

| | | |
|--|----------------------|--------------|
| WBE: The Robert B. Balter Company | \$ 15,522.30 | 0.16% |
| Phoenix Engineering, Inc. | 181,584.27 | 1.85% |
| Hope Furrer Associates, Inc. | <u>545,590.47</u> | <u>5.56%</u> |
| Total: | \$ 742,697.04 | 7.57% |

MWBOO FOUND VENDOR IN COMPLIANCE.

(FILE NO. 57080)

TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|------------------------|-----------------------|---------------------|
| \$11,000,000.00 | 9956-904557-9549 | |
| State | Constr. Res. | |
| | Enhanced Nutrient | |
| | Removal -B/R | |
| \$ 9,885,861.65 | ----- | 9956-904564-9551-3 |
| | | Engineering |
| <u>1,114,138.35</u> | " " | 9956-904564-9551-9 |
| \$11,000,000.00 | | |

This transfer will provide funds to cover costs associated with Project 989 (SC877), Supplemental Agreement for the ENR at Back River Wastewater Treatment Plant (BD 07589).

(FILE NO. 57080)

MINUTES

BW&WW - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of a supplemental agreement with Whitman, Requardt & Associates, LLP for S.C. 877, Enhanced Nutrient Removal (ENR) at the Back River Wastewater Treatment Plant. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter. The President **ABSTAINED** on this item.

MINUTES

Bureau of Water and Wastewater - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with URS Corporation, for Project No. 1124U, 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 occurs first.

AMOUNT OF MONEY AND SOURCE:

\$ 778,461.00 - Baltimore City Wastewater Revenue Bonds
718,579.39 - Baltimore County
\$1,497,040.39 - 9956-905653-9551-900020-703032

BACKGROUND/EXPLANATION:

The consultant will provide engineering services necessary to evaluate, prepare a design memorandum, develop contract documents, and provide post award services for this project. The improvements will include approximately 27,546 feet of Cured-In-Place-Pipe (CIPP) lining, 523 feet of CIPP point repairs, 201 point repairs, 800 linear feet of sewers and 1,482 manholes; bringing to grade 129 Can Not Locate and Can Not Open Manholes. The Consultant will also 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. The improvements were identified in the Herring Run Collection System Evaluation and Sewershed Plan under the Consent Decree and are intended to eliminate sanitary sewer overflows by providing additional hydraulic capacity and reducing infiltration and inflow. The consultant was approved by the Architectural and Engineering Awards Commission.

MINUTES

BW&WW - cont'd

MBE/WBE PARTICIPATION:

| | | | |
|-------------|---------------------------|---------------------|---------------|
| MBE: | EBA Engineering, Inc. | \$165,815.87 | 11.07% |
| | Savin Engineering, P.C. | 96,423.69 | 6.45% |
| | RJM Engineering | 113,712.42 | 7.59% |
| | Bay City Construction | 35,072.00 | 2.34% |
| | Co., Inc. | <u>\$411,023.98</u> | <u>27.45%</u> |
| | | | |
| WBE: | Carroll Engineering, Inc. | \$ 58,481.42 | 3.91% |
| | J.A. Rice | 44,388.88 | 2.96% |
| | Phoenix Engineering | 33,211.66 | 2.22% |
| | | <u>\$136,081.96</u> | <u>9.09%</u> |

THE TRANSFER OF FUNDS WAS APPROVED BY THE BOARD ON JANUARY 12, 2011.

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

(FILE NO. 55986A)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with URS Corporation, for Project No. 1124U, Wastewater Engineering Services for the Improvements of the Herring Run Sewershed Collection System. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter. The President **ABSTAINED** on this item.

MINUTES

Bureau of Budget - Fee Changes and Fee Policy
Management & Research (BBMR)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a change to fees charged by various City departments. The fee changes will be effective February 1, 2011. The Board is also requested to recommend that a comprehensive fee policy be established for the City.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

In an effort to implement a transparent fee policy, the City contracted with Public Financial Management (PFM) in 2008 to perform a cost analysis of City fees. The PFM developed a fee inventory of over 2,000 fees utilized by the City. They examined in depth 300 fees in the areas of development, public safety, health, and environmental protection. The analysis utilized Activity Based Costing (ABC) to determine the cost of fees in eight City agencies. The ABC is a costing technique that identifies both the direct and indirect costs of a specific task or activity. For example, a Fire Department inspection of a sprinkler protection system includes not only the cost associated with the inspector performing the inspection, but also costs associated with travel, equipment, supervision, clerical support and other overhead, and employee fringe benefits. The ABC identifies these costs and allocates them to the specific performance of a given task, resulting in a per unit cost for the task or activity.

Additionally, the PFM collected data on comparable fees in the jurisdictions of Anne Arundel, Baltimore and Howard counties and the cities of Austin, Indianapolis, Memphis, Minneapolis, and Portland. A steering committee of senior City officials reviewed the data and made final recommendations.

On March 18, 2010, the Board approved fee changes for the EMS services and the Board of Municipal and Zoning Appeals, which came out of the fee study.

MINUTES

BBMR - cont'd

The steering committee's recommendations include the following changes proposed for Board approval:

- 5 of the 55 fees are recommended new fees,
- 43 of the 55 fees are recommended to be increased,
- 7 of the 55 fees are recommended to be decreased, and
- establish the *City of Baltimore User Fee Policy*.

It is important to have a transparent approach to fees for the City. In reviewing these fees, the BBMR has found instances where fees have not been changed since 1985, while others were changed just recently. Failing to regularly adjust all fees for changes in cost creates inconsistency in the manner in which fees are administered. Under the proposed fee policy, all fee rates will be kept current and tied to the cost of providing the service.

Fee Change Summary

Following is a summary at the departmental level of the recommended fee changes. Some fees do not require Board approval but are included to ensure that the fee process is transparent to both the Board and the citizens of Baltimore.

ENVIRONMENTAL CONTROL BOARD (ECB)

The study recommends instituting a new fee of \$15 for the initial environmental citation hearing. The ECB recently eliminated the transcript fee of \$37.00 and raised the appeal fee from \$37.00 to \$175.00. The new appeal fee includes the transcript cost. The estimated net additional annual revenue from these fee adjustments is \$227,020.00.

FIRE DEPARTMENT

There are 27 fees in the Fire Department that are recommended for adjustment and three new fees. Most of the adjusted fees for the Fire Department are for inspections of protection systems such as foam, halon, sprinkler, dry chemical, and carbon

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BBMR - cont'd

dioxide. Other fees are for buildings inspections or for fire or incident reports. Three new fees consist of commercial kitchen inspection, high-rise fire drills and fire watch. The fire watch is currently combined with crowd management, a special events fee. Fire watch is a function the department performs for private entities to safeguard against fire. The net increase in annual revenue from these fee adjustments is \$424,161.00.

GENERAL SERVICES

It is recommended that two fees be increased. The permit inspection fee and the zoning appeal plat preparation fees are both very low volume. The permit inspection fee is used for special inspection requests. The zoning appeal plat preparation fee is charged when zoning plats are prepared. Citizens may now perform this task themselves using online services provided by the City. This fee is charged only when General Services is requested to generate a plat. The estimated net additional annual revenue from these fee adjustments is \$4,355.00.

PUBLIC WORKS

The Department of Public Works has five fees in this package, all of which have been recommended for increases. These fees are primarily for storm water and sediment control reviews. The net increase in annual revenue from these fee adjustments is \$16,400.00.

HEALTH DEPARTMENT

The Health Department has ten fees related to food merchants, well permits and swimming pools included in this recommendation. Two new fees are being recommended. The first is to cover new health plan reviews. Food vendors must submit health plans both before they sell food and then periodically thereafter. Plans that are resubmitted are less costly to review than the initial plan, however the Department is currently charging the same price for both situations. It is recommended that new vendors pay an additional \$75.00 to cover the City's cost. The second new fee recommended is for hazard analysis critical control point plans (HACCP). The HACCP is a USDA approved process that looks at the critical components and critical points that contribute to food hazards. Currently the City performs this

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BBMR - cont'd

service free for food vendors, while consultants in the area are charging for the same services. Food dealer permits are also recommended for adjustment, with the high-risk category permits increasing and the moderate and low risk category permit fees decreasing. Well and catering permits are recommended for increases to help cover costs, as are food manager certification, swimming pool inspection and re-inspection fees. The re-inspection and food dealer permits require City Council approval. The net increase in annual revenue from these fee adjustments is \$46,995.00.

PLANNING DEPARTMENT

There are nine proposed fee changes for the Planning Department. Included in the recommendations are adjustments to two "notice to proceed" fees and tax credit application fees. The net increase in annual revenue from these fee adjustments is \$114,350.00.

The total estimated change in annual revenue is listed below by fund and by department. As the tables illustrate, it is estimated that the General Fund will receive an additional \$816,931.00 in annual revenue and the Motor Vehicle Fund an additional \$16,400.00 in annual revenue.

| Fee Increase by Department | | | |
|-----------------------------------|---------------------|--------------------|---------------------|
| Department | General Fund | MV Fund | Total |
| ECB | \$227,070.00 | | \$227,070.00 |
| Fire Department | 424,161.00 | | 424,161.00 |
| General Services | 4,355.00 | | 4,355.00 |
| Public Works | | \$16,400.00 | 16,400.00 |
| Health | 46,995.00 | | 46,995.00 |
| Planning | 114,350.00 | | 114,350.00 |
| Total | \$816,931.00 | \$16,400.00 | \$833,331.00 |

City of Baltimore Fee Policy

The Steering Committee also recommended the establishment of a fee policy for the City. Based on best practices from other jurisdictions, the policy will provide guidelines for department heads for adjusting their fees. The proposed policy is submitted. It outlines the following principles for setting fee levels:

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BBMR - cont'd

- Fees should not exceed the reasonable cost of providing the service.
- Cost recovery of the service should be based on the full cost of the service.
- Cost recovery should consider the nature of the service and the population receiving the service in setting fee levels.
- Comparable jurisdictions' fees should be considered in setting fees.
- Cost recovery levels should be consistent across similar programs.

The policy also:

- Requires all fees to be adjusted annually for inflation or deflation based on a consumer price index.
- Requires all fees to undergo a comprehensive five-year review to establish the base cost of providing the service.
- Requires the Finance Department to publish guidance on how agencies are to determine ongoing fee adjustments.

PROPOSED CITY OF BALTIMORE USER FEE POLICY

A. Objective

The goal of this written policy on fees is to provide guidelines for setting and reviewing user fees and charges by the City of Baltimore (forthwith referred to as City).

This user fee policy is intended to be used as a guide to department heads in order to assist in the determination of the appropriate level for fees. Department heads are encouraged to use their best judgment in determining fair and reasonable fee levels in order to promote current public policy goals.

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BBMR - cont'd

B. Transparency

Integral to the establishment of this fee policy is the intent to make fee administration more transparent. Transparency includes the adoption, administration, compliance, and payment of fees. This policy is designed to ensure that the adoption of fees is done in an open process. To preserve contract integrity, fees are not retroactive but implemented with advance notice of the change. Administration of City fees are based on objective criteria such as the cost of the goods or service. The policy further ensures that fees are not subject to negotiation and payment is based on a uniform application of the law. Citizens should be able to understand how the fee is charged, the unit of the charges and have an understanding of what will be expected in the terms of payment. They will know that fees are not revenue raising opportunities, but rather tied to the cost of the goods or service that is being provided and that there is a logical basis for the price of the fee.

C. User Fee Principles

The following principles will be applied in developing and implementing service charges:

1. Revenues should generally not exceed the reasonable cost of providing service.
2. Cost recovery goals should be based on the total cost of delivering the service, including direct costs, departmental administration costs, and organization-wide support costs such as accounting, personnel, data processing, vehicle maintenance, and insurance.
3. The City should take into account, and possibly charge for, the incremental costs driven by negative externalities created by the activities for which a license or permit is provided (e.g., additional police service costs at establishments with liquor licenses).

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BBMR - cont'd

4. The City should take into account what comparable jurisdictions charge for similar services.
5. The method of assessing and collecting fees should be simple in order to reduce the administrative cost of collection.
6. Cost recovery goals will depend on the nature of the service provided and be consistent with policy goals. Generally, fees should reflect full cost recovery. However, the City will seek low cost recovery for services intended to be widely accessible, when charging the full cost of service would prohibit access to citizens based on their ability to pay. The City will seek high cost recovery for services that are regulatory in nature and provided to for-profit entities. The Department of Finance will issue detailed guidance to agencies on how to set cost-recovery goals.
7. A consistent approach should be used in determining cost recovery levels for various programs based on the factors discussed above.

D. Ongoing Review

Fees will be reviewed and updated on an ongoing basis to ensure that they keep pace with changes in the cost-of-living as well as changes in methods or levels of cost recovery. In implementing this goal, a comprehensive analysis of City costs and fees should be made at least

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BBMR - cont'd

every five (5) years. In the interim, fees will be adjusted by annual changes in the Chained Consumer Price Index for All Urban Consumers (C-CPI-U). Fees may be adjusted during this interim period based on supplemental analysis whenever there have been significant changes in the method, level or cost of service delivery.

The City will compile and maintain a master fee schedule, which will make implementing a comprehensive user fee review and setting a systematic process for periodic adjustments of fees more manageable.

This item was **DEFERRED** for 1 week

MINUTES

President: "Madam Mayor."

Mayor: "Thank you very much. Good morning to you all. This morning I will be signing an Executive Order to create Baltimore City's first Open Data Initiative, Open Baltimore. I am asking every City agency to make data available -- to make data sets available under their -- the data sets that they have under their control available to the public. Sorry. By doing so, we will make government more transparent and encourage innovative thinkers to take part in our effort to make our government more innovative and efficient. With Open Baltimore, City government will begin sharing data with the public in an unprecedented way. Innovative and creative people will now be able to collaborate with government and hopefully find ways to improve service delivery and save money for taxpayers. Under the Open Baltimore Initiative, each Department will take prompt steps to make data sets available to the public through Open Baltimore. These data sets will be published in a format that can be retrieved, downloaded and searched by commonly used web browsers. People who work on the development of applications can use the data in Open Baltimore to create useful applications to help the City solve many of its problems. I am encouraged by the interest that has been generated by this initiative and I am looking forward to some interesting applications from our very bright

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and talented citizenry. I want to thank Rico Singleton. Thank you very much, the City's Chief Information Officer. Thank you for your leadership in making Open Baltimore, taking it from a concept into reality. So, thank you very much for that. People interested in the Open Baltimore Initiative can visit OpenBaltimore.Baltimorecity.gov to learn more about the initiative and gain access to the City's data catalog. Thank you very much."

* * * * *

President: "Thank you Madam Mayor. Before we close I want to recognize my colleague, Councilman Curran 3rd District. There being no more business before the Board, the meeting will recess until bid opening at twelve noon. Thank you."

* * * * *

MINUTES

BIDS, PROPOSALS AND CONTRACT AWARDS

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

THERE WERE NO ADDENDA RECEIVED.

MINUTES

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

Department of Transportation - PB09828R, Renovations to the Benton Bldg. (5th & 7th Floors) and 6400 Pulaski HWY Bldg.

John W. Brawner Contracting
Co., Inc.
Mid-Atlantic General
Contractors, Inc.
Progressive Contracting
JLN Construction Services,
LLC
JA Argetakis Construction
Co., Inc.
Total Contracting, Inc.

Bureau of Water & Wastewater - WC1214, Repaving Utility Cuts at Various Locations

Monumental Paving &
Excavating, Inc.
Machado Construction
Co., Inc.
P&J Contracting Co.
M. Luis Construction
Co., Inc.
Civil Construction, LLC

Bureau of Purchases - B50001747, Toner and Inkjet Cartridges

Cartridge Depot
LD Products, Inc. d/b/a
4inkjets"
Academic Supplier
Rudolph Information Systems
& Equipment, Inc.
Neo Technologies, Inc.
Rudolph's Office &
Computer Supply
W.B. Mason Company
Sue-Ann's Office Supply,
Inc.

MINUTESBureau of Purchases

- B50001761, Provide Carpet,
Draperies and Furniture Cleaning
Services
-

Excell Management
Corporation
Myka Corp d/b/a Chemdry
Elite

Bureau of Purchases

- B50001763, Tree & Stump Removal
Group IX
-

ABC Professional Tree
Services, Inc.
Lorenz, Inc.
Forest Valley Tree
& Turf
Pittman's Tree &
Landscaping, Inc.
Excel Tree Expert Co.
Asplundh Tree Expert Co.

Bureau of Purchases

- B50001782, Hazmat Trailers
-

The Hitch Man, Inc.
Four Acres Trailers
Sales, Inc.
Consolidated Trailers,
Inc.
Pro Pac, Inc.

Bureau of Purchases

- B50001786, Various Types of K-
Copper Tubing
-

Best Plumbing Specialties
Ferguson Enterprises, Inc.

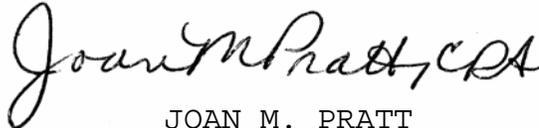
Bureau of Purchases

- B50001567, City Wide Network and
System Support (PRICE SUBMISSION)
-

TeleCommunications Systems,
Inc.
Digicon Corp.

MINUTES

There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, February 2, 2011.

A handwritten signature in black ink that reads "Joan M. Pratt, CPA". The signature is written in a cursive style with a large initial "J".

JOAN M. PRATT
Secretary