

MINUTES**REGULAR MEETING**

Honorable Bernard C. "Jack" Young, President
Honorable 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.

President: "I would direct the Board's attention to the memorandum from my office dated April 4, 2011, identifying matters to be considered as routine agenda items together with any corrections and 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 to approve all of the items on the routine agenda."

Comptroller: "Second."

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

Mayor: "Thank you very much Mr. Chair. Good morning. In December, I convened the Mayor's Downtown Task Force to study and address office vacancy rate in Baltimore's Downtown core. The Task Force met three times, from December 2010 to March 2011. The Task Force was comprised of professionals including real

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estate, brokers, architects, City, State and Federal officials and not for profit partners. The Task Force was charged with the following: review past, present and anticipated office market trends, determine short term and long term strategies to reduce vacancy rates, attract new businesses and facilitate growth of existing companies, identify opportunities for new development and the repositioning of underutilized properties: office properties in particular. A two-prong approach was developed to address downtown's cyclical and structural office vacancy challenges. The report provides five recommendations. Recommendation number one, initiate a collaborative marketing effort to promote downtown's office market and attract new businesses from outside of the City. Recommendation number two, review and evaluate the effectiveness of existing Federal, State and City Incentive Programs and develop new incentive programs based on national best practices to attract and retain business in downtown. Recommendation number three, partner with major downtown corporations and institutions to identify service providers that may have a desire for a downtown presence to better serve their clients. Recommendation number four, establish and convene a committee of Federal, State and City government representatives to strategically plan existing and future government space. Recommendation number five, create a

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plan including potential new incentive programs aimed at repositioning underutilized and obsolete downtown office buildings for reuse as resident, residential or mixed-use developments. I am grateful for the work done by the Task Force members particularly the co-chairs Kirby Fowler and Colin Tarbert. They worked very hard to make sure that this was a comprehensive review and a forward thinking plan. The report is an honest assessment of the challenges we face as well as the report provide real resolutions that will help our downtown grow. The full report is available right now on our website. Thank you."

President: "Thank you."

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

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

J.A.K. Construction Co., Inc.	\$ 8,000,000.00
Kiewit Infrastructure South Co.	\$1,434,618,000.00
Live Green Landscape Associates, LLC.	\$ 1,500,000.00
Moretrench American Corporation & Subsidiaries	\$ 265,716,000.00
Tecta America Roofers Inc., LLC.	\$ 8,000,000.00
Worcester Eisenbrandt, Inc. and Subsidiaries	\$ 8,000,000.00
G. C. Zarnas & Co., Inc. (MD)	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

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

AD Engineering, Inc.	Engineer
Camp Dresser & McKee, Inc.	Architect
	Landscape Architect
	Engineer
Digiterra Design, LLC.	Landscape Architect
	Engineer
G. E. Fielder & Associates, Chartered	Landscape Architect
Nolan Associates, Inc.	Engineer
Shah & Associates, Inc.	Engineer
Tech International Corp.	Engineer
Wachs Valve & Hydrant Services, LLC	Engineer
Williams Associates Engineers	Engineer

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

MINUTES

Department of Real Estate - Agreement of Sale

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the agreement of sale with Mr. Stephen S. Scalf, Sr. and Marianne Weber for the sale of the property known as SES Roland Heights Avenue 116-9 ft. W. of Evans Chapel Road (Block 4917, Lot 021).

AMOUNT OF MONEY AND SOURCE:

\$1,500.00 - Purchase price

BACKGROUND/EXPLANATION:

The authority to sell the property located at SES Roland Heights Avenue 116-9 ft. W. of Evans Chapel Road (Block 4917, Lot 021) was approved by City Council Ordinance No. 477 on December 6, 1973. The purchaser will use the property for open space and will not erect any improvements on the property. A covenant to this effect will be contained in the deed conveying the property. The assessed value of the property is less than \$2,500.00, therefore an appraisal is not required.

(FILE NO. 56678)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement of sale with Mr. Stephen S. Scalf, Sr. and Marianne Weber for the sale of the property known as SES Roland Heights Avenue 116-9 ft. W. of Evans Chapel Road (Block 4917, Lot 021).

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Department of Real Estate - Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate to Mr. John Hammock for an amount that is less than the lien amount for the property located at Block 1652, Lot 032A.

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
Block 1652, Lot 032A	\$3,500.00	\$922.80	\$8,702.25	\$3,500.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for Block 1652, Lot 032A on May 17, 2010 for \$8,702.25. Mr. John Hammock has offered to purchase the Tax Sale Certificate for \$3,500.00 cash, file the petition to foreclose, acquire title to the property and return it to productive use. The assignment amount of \$3,500.00 for the Tax Sale Certificate will cover the flat taxes and water bills on the property.

(FILE NO. 56662)

UPON MOTION duly made and seconded, the Board approved the assignment of the Tax Sale Certificate to Mr. John Hammock for an amount that is less than the lien amount for the property located at Block 1652, Lot 032A.

MINUTES

Space Utilization Committee - Amendment to Sub-Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to a sub-lease agreement with the Legal Aid Bureau, Inc., subtenant, for the rental of approximately 606 square feet of space located at 606 Cherry Hill Road. The amendment to a sub-lease agreement will extend the period of the agreement through October 31, 2013.

AMOUNT OF MONEY AND SOURCE:

Rental payments will be as follows:

	<u>Annual Rent</u>	<u>Monthly Rent</u>
April 12 - 30, 2011		\$324.33 (19 days)
May 1, 2011 - April 30, 2012	\$6,143.40	\$511.95
May 1, 2012 - April 30, 2013	\$6,327.72	\$527.31
May 1, 2013 - Oct. 31, 2013		\$543.13

Account - 5000-586211-1191-594600-603013

BACKGROUND/EXPLANATION:

The lessee will use the leased premises for office space for the Legal Aid Bureau, Inc.

The original term of the sub-lease agreement dated January 31, 2001 will be extended for two years, six months and 19 days, commencing April 12, 2011 and terminating October 31, 2013. All other rentals, provisions, conditions and terms of the original sub-lease agreement dated January 31, 2001 shall remain in full force and effect.

MINUTESSpace Utilization Committee - cont'd

The Space Utilization Committee approved this amendment to sub-lease agreement at its meeting of March 22, 2011.

(FILE NO. 55309)

UPON MOTION duly made and seconded, the Board approved and authorized execution of an amendment to a sub-lease agreement with the Legal Aid Bureau, Inc., subtenant, for the rental of approximately 606 square feet of space located at 606 Cherry Hill Road. The amendment to a sub-lease agreement will extend the period of the agreement through October 31, 2013. The Comptroller **ABSTAINED.**

MINUTES

Mayor's Office of Minority & Women-Owned Business Development - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an expenditure of funds to pay Class Act Catering, Inc. The catering services will be provided on April 19, 2011.

AMOUNT OF MONEY AND SOURCE:

\$2,900.00 - 1001-000000-1250-152802-604014

BACKGROUND/EXPLANATION:

The vendor will provide catering services for the 10th Annual City of Baltimore Procurement and Outreach Fair at the Baltimore Polytechnic Institute. The event is the City's most comprehensive procurement and outreach fair for business owners. During this fair, business owners have an opportunity to network with City, State, and Federal quasi-public government agencies and corporate companies to increase procurement opportunities with the City.

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 expenditure of funds to pay Class Act Catering, Inc.

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

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

1011 - 1012

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 nos. 7 & 8.

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EXTRA WORK ORDERS

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

Department of Transportation

1. EWO #001, \$33,671.83 - Project 814, Charles Street Rehabilitation from 25th Street to University Parkway Design Proposal

\$1,910,063.00	-	Rummel, Klepper & Kahl, LLP/WRT, a Joint Venture	0	-
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2. EWO #001, \$13.27 - TR 07019, Resurfacing Highways at Various Locations Citywide JOC-AA

\$2,071,951.92	-	M. Luis Construction Co., Inc.	-	-
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3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$243,598.39	9950-917001-9507	9950-902835-9514-2
State Constr. Loan	Constr. Res. Federal Hwy.	Contingencies Resurf. Hwys. - JOC AA

This transfer will provide funds to cover the deficit in the account and also fund costs associated with Change Order No. 1 on Contract TR 07019 "JOC-AA" with M. Luis Construction Co., Inc.

4. EWO #002, \$71,277.92 - TR 05314, Resurfacing Wilkens Avenue 450+/- West of Brunswick Street to Fulton Avenue

\$2,437,856.11	\$0.00	M. Luis Construction Co., Inc.	-	-
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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>
<u>Department of Transportation - cont'd</u>				
5. EWO #002, \$53,931.57 - TR 10002, Replacement of Bridge BC 6525 on Loch Raven Over Dulaney Valley Branch				
\$ 659,492.00	\$0.00	Allied Contractors, 20 Inc.	20	-
6. EWO# 003, \$0.00 - TR 08062, Little Italy Streetscape				
\$ 825,866.95	\$ 32,747.00	Severn Construc- tion Services, LLC	86	-
<u>Bureau of Water & Wastewater</u>				
7. EWO #002, \$48,345.95 - SC 829, Primary Settling Tanks Rehabilitation at the Back River Wastewater Treatment Plant				
\$ 9,720,000.00	\$ 23,727.00	Mid Eastern Builders, Inc.	18	33 CCD
8. EWO #028, \$371,517.70 - SC 812, Improvements to the Lower Gwynns Run Interceptor				
\$21,206,342.00	\$3,090,256.84	Carp Seca Corp.	0	99

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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. Mount Pleasant Baptist Church, Inc.	1735 E. Biddle St.	F/S	\$ 5,500.00
2. Williams Real Properties Baltimore 3, LLC	1827 E. Biddle St.	F/S	\$11,720.00
3. Colleen Louise Williams & Ernestine Estelle Mayo	2015 E. Chase St.	L/H	\$14,500.00
4. Jade Property Management Corp.	1735 Ellsworth St.	L/H	\$ 4,760.00

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.

DHCD - Condemnations

5. IV Financial Enterprises, LLC	1708 E. Preston St.	L/H	\$ 7,400.00
6. Charlene Roberts	1736 E. Preston St.	L/H	\$ 6,347.00

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Prior Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations - cont'd</u>			
7. Supernova Realty, LLC	1744 E. Preston St.	L/H	\$ 7,720.00

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

(FILE NO. 56017)Law Department - Settlements

8. Franklin Z. Njieugoue	1910 N. Castle St.	L/H	\$ 256.00
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On February 9, 2011, the Board approved the acquisition of the leasehold interest by condemnation in the amount of \$2,560.00 for the property located at 1910 N. Castle Street. The previous owner demanded the State's assessed value of \$3,000.00. The parties settled the case for \$2,816.00 (i.e., 10% more than the previously approved valuation). Therefore, the Board is requested to approve the additional settlement payment of \$256.00 to the Circuit Court for Baltimore City.

9. Goldin BMD, LLC	1916 N. Castle St.	L/H	\$ 740.00
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On February 9, 2011, the Board approved the acquisition of the leasehold interest by condemnation to acquire in the amount of \$4,260.00 for the property located at 1916 N. Castle Street. The previous owner demanded the State's assessed value of \$7,000.00. The parties settled the case for \$5,000.00 (i.e., 17% more than the previously approved valuation). Therefore, the Board is requested to approve the additional settlement payment of \$740.00 to the Circuit Court for Baltimore City. The prior owner was Goldin BMD, LLC, a tax certificate holder, who foreclosed on Andre Humphrey.

MINUTES**OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Prior</u> <u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Department - Settlements - cont'd</u>			
10. Henry H. Caplan	1922 N. Castle St.	G/R	\$ 60.00

On February 9, 2011, the Board approved the acquisition of the ground rent interest by condemnation to acquire in the amount of \$240.00 (i.e., a 15% cap rate for a \$36.00 annual ground rent) for the property located at 1922 N. Castle Street. The previous owner demanded \$600.00 (or a 6% cap rate). The parties agreed to settle in the amount of \$300.00 (or a 12% cap rate) plus past due ground rent (i.e., \$108.00). The Board is requested to approve an additional \$60.00 for the valuation of the ground rent. The past due ground rent will be paid from the Baltimore Housing Administrative Budget.

Funds are available in account 9910-908087-9588-900000-704040, Columbus School Project.

(FILE NO. 57222)

UPON MOTION duly made and seconded, the Board approved the options, condemnations and settlements.

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 24** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on March 2, 9, 16, and 23, 2011.

The Board **NOTED** 24 favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on March 2, 9, 16 and 23, 2011.

MINUTESDepartment of Planning - Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the Parks and People Foundation. The period of the agreement is January 1, 2011 through December 31, 2011.

AMOUNT OF MONEY AND SOURCE:

\$16,000.00 - 9938-906801-9474-900000-703032

BACKGROUND/EXPLANATION:

The Parks and People Foundation will plant trees, shrubs, and other landscape materials on school grounds, and establish landscape maintenance programs with students, teachers, and schools.

The Parks and People Foundation has over 30 years experience in urban greening and environmental restoration. Under this agreement, the Parks and People Foundation will work with students and teachers to plant trees and landscape schoolyards. The initiative will provide environmental education and experience to Baltimore's youth and help the City to meet its goal of doubling our tree canopy.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

TRANSFER OF FUNDSDepartment of Recreation and Parks

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$16,000.00	9938-902457-9475	9938-906801-9474
Other	Reserve	Active
	Critical Area	Green Schoolyard
	Mitigation	Initiative

MINUTESDepartment of Planning - cont'd

This transfer will provide funds to cover the costs associated with the agreement for the Green Schoolyard Initiative project between the Department of Planning and the Parks and People Foundation.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the Parks and People Foundation. 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 Mayor **ABSTAINED.**

MINUTES**TRANSFERS OF FUNDS**

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UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

1020 - 1022

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

The President **ABSTAINED** on item no. 5

The Mayor **ABSTAINED** on item nos. 6 and 7.

MINUTES**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
1. \$ 50,000.00	9938-903789-9475	9938-902789-9474
Rec. & Parks	Reserve -	Active - Recreation
25 th Series	Recreation	Facility Renovation
	Facility Renovation	

This transfer will provide funds to cover the costs associated with the HVAC upgrade at Madison Square Recreation Center.

2. \$ 90,000.00	9938-908764-9475	9938-907764-9474
Rec. & Parks	Reserve - Park &	Active - Park &
24 th Series	Playgrounds Renov.	Playgrounds Renov.
	FY 09	FY 09

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

3. \$ 8,000.00	9938-902791-9475	9938-903791-9474
State	Reserve - Park &	Active - Park &
	Playground Renov.	Playground Renov.
	FY 10	FY 10

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1066, Task #33 assigned to Hord Coplan Macht Inc.

Department of Transportation

4. \$ 66,329.10	9950-903454-9509	9950-902454-9508-3
State Const.	Const. Res. -	Design & Studies
Loan	Reisterstown Rd.	Reisterstown Road
		Streetscape

This transfer will fund costs associated with Task #24 on Project No. 1074 assigned to STV, Inc. BD08038 for additional survey, right-of-way and design services relating to the project "Reisterstown Road Streetscape".

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Bureau of Water and Wastewater</u>		
5. \$2,387,500.00	9956-903604-9549	
Water Rev. Bonds	Constr. Res.	
112,500.00	Stony Run Interceptor	
County Appropria-		
tions		
<u>\$2,500,000.00</u>	-----	9956-901591-9551-3
		Engineering

The additional funds are necessary to cover the cost of extra work for SC 839, Improvements to the Stony Run Interceptor. These items were processed in 2008 and 2009, but because of the lack of funds in reserve, a transfer was not generated. Since the project is nearing completion, the Department of Finance requested that the Bureau of Water and Wastewater add the necessary funding to this account.

Department of Planning

6. \$ 50,000.00	9904-902152-9129	9904-901111-9127
General Funds	Reserve	Active
	Baltimore City	Baltimore City
	Heritage Area	Heritage Area

These funds will provide Baltimore City Heritage area capital projects with local support of tourism and will be used as leverage towards State and other funding grants. The existing reserve account balance will be transferred to reduce the deficit in the active account.

MINUTES**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Planning - cont'd</u>		
7. \$ 150,000.00	9904-904784-9129	9904-907784-9127
4 th MD Science Ctr.	Reserve	Active
Loan	4 th Maryland	4 th Maryland
	Science Center	Science Center
	Learning Lab	Learning Lab

This transfer will provide funds to the Maryland Science Center to install a green roof at 601 Light Street and as a Pilot program for a storm-water reduction project and learning space for the community and students.

Department of Housing and Community Development

8. \$250,000.00	9991-913089-9593	9991-929003-9593
36 th Comm. Dev.	Emergency Roof	Deferred Loan
Block Grant	Repair Program	Program

This transfer will provide additional funds for the Housing Repair Assistance deferred loan program for fiscal year 2011.

MINUTES

Baltimore Development Corporation - Ground Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a ground lease agreement, acting through the Department of Transportation, with Westport Development LLC, lessee, for the property known as 1999 Kloman Street, Block 7612, Lot 002, comprising approximately 6.04 acres. The period of the ground lease agreement is effective upon Board approval for 40 years.

AMOUNT OF MONEY AND SOURCE:

N/A

DEFERRED

BACKGROUND/EXPLANATION:

The City of Baltimore owns the land known as 1999 Kloman Street, which is located under Interstate 95 and adjacent to the planned 4.8 million sq. ft. Westport Waterfront development. The land is currently vacant and provides no value to the City of Baltimore.

Westport Development, LLC is required to satisfy planting requirements established by the Chesapeake Bay Critical Area Commission and the City of Baltimore. The improvements will include plantings in accordance with the Critical Area Buffer Management Plan, and an expanded swale and wetlands. The improvements may also include the construction of a walking trail and pedestrian bridge.

In no event will Westport Development, LLC construct any buildings or other permanent improvements on the land.

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

The item was deferred one week.

MINUTES

Fire Department - Memorandum of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of agreement with the State of Maryland Emergency Management Agency. The period of the agreement is October 1, 2010 through September 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$ 9,240.00 - 4000-459911-2121-604900
2,310.00 - 1001-000000-2121-226400
\$11,550.00

BACKGROUND/EXPLANATION:

Under this agreement the funds will be used to cover expenditures for hazardous materials planning, community outreach planning and/or training.

The grant agreement is late because it was received in March from MEMA.

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 memorandum of agreement with the State of Maryland Emergency Management Agency.

MINUTESPolice Department - Expenditure of Funds

The Board is requested to approve and authorize an expenditure of funds to pay the below listed vendor for costs associated with the funeral of Police Officer William H. Torbit, Jr.

1. Wylie Funeral Homes, P.A. **\$44,994.34**

Wylie Funeral Homes, P.A. provided funeral services that were held on January 18 - 19, 2011.

Account: 1001-000000-2041-196400-603050

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 Wylie Funeral Homes, P.A. for providing funeral services for Police Officer William H. Torbit, Jr. The Comptroller **ABSTAINED**.

MINUTES

Baltimore Police Department - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with the CNA Corporation (CNA). The period of the MOU is effective upon Board approval for six months.

AMOUNT OF MONEY AND SOURCE:

\$75,000.00 - 6000-611211-2013-197500-603026

BACKGROUND/EXPLANATION:

The Mayor and City Council and the Baltimore Police Department appointed a Review Board that will conduct an independent review of the incident that occurred on January 9, 2011, resulting in the death of Police Officer William Torbit, Jr. and civilian, Mr. Sean Gamble, as well as the shooting of three other civilians and one other police officer.

The City and the Department after consultation with the Review Board desire to retain the services of CNA's Institute for Public Research to provide analytic and staff support to the Police Department and the Review Board during this process. The CNA's Institute for Public Research is a 501(C)(3) non-profit that provides high-level research and analysis services to federal, state, and local government agencies in the areas of policy development, organizational effectiveness, safety and security, and law enforcement.

The cost of this agreement will be paid from the Asset Forfeiture Fund.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with the CNA Corporation. The President **ABSTAINED**.

MINUTES**TRAVEL REQUESTS**Office of the State's Attorney

	<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1.	Gregg L. Bernstein	77 th Judicial Conf. of the Fourth Circuit White Sulphur Springs, WV June 23 - 26, 2011 (Reg. Fee \$200.00)	Auto Forfeiture Funds	\$1,440.59

The subsistence rate for this location is \$123.00 per day. The hotel rate is \$317.00 per night not including occupancy taxes in the amount of \$56.53 per day. The Office of the State's Attorney is requesting an additional \$194.00 per day to cover the additional hotel costs and \$40.00 per day for meals and incidental expenses. All expenses are included in the total.

Baltimore City Fire Department

2.	Stephen. F. Karas	FEMA US&R Logistics Specialist Training Indianapolis, IN April 17 - 22, 2011 (Reg. Fee \$600.00)	FY09 USAR	\$2,047.70
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The subsistence rate for this location is \$152.00 per day. The Department is requesting \$235.95 for a rental vehicle because the attendee is required to transport personal gear and computer equipment to and from the class each day. The Department has paid the airfare, registration and car rental on a City issued credit card assigned to Scott Merbach. All expenses are included in the total. The disbursement to Mr. Karas will be in the amount of \$860.35.

MINUTES**TRAVEL REQUESTS**Fire Department - cont'd

	<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
3.	Nicole Errett	Partners in Emergency Prep. Conference Tacoma, WA April 25 - 28, 2011	FY09 MMRS	\$1,046.07

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

MINUTES

Department of Audits - Expenditures of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve expenditures of funds to pay the Maryland Association of Certified Public Accountants (MACPA) and the Association of Government Accountants. The expenditures are for training on April 29, 2011 (MACPA) and May 11, 2011 (AGA).

AMOUNT OF MONEY AND SOURCE:

\$ 6,900.00 - MACPA - Gov't and Not-for-profit Conf. (29 Auditors
and three employees from the Dept. of Finance)
4,420.00 - AGA - Fraud Seminar (34 auditors)
\$11,320.00 - 1001-000000-1310-157800-603020

BACKGROUND/EXPLANATION:

These expenditures of funds will pay for the registration of staff to attend two, one-day seminars sponsored by the MACPA on April 29, 2011 and by the AGA on May 11, 2011.

Government Audit Standards require that each Auditor obtain 80 hours of CPE every two years. The foregoing program is part of the Department's scheduled training for this year. The average cost per staff per training hour will be approximately \$22.00, which is below the industry average in relation to other training of this nature.

In order to take advantage of a special group registration for the MACPA training, three members of the Department of Finance are included with this request. The Department of Finance will reimburse the Department of Audits for its attendees.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Department of Audits - cont'd

UPON MOTION duly made and seconded, the Board approved the expenditures of funds to pay the Maryland Association of Certified Public Accountants and the Association of Government. The Comptroller **ABSTAINED.**

MINUTES

Mayor's Office of Employment - Professional Services
Development (MOED) Agreements

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the various professional services agreements with the Baltimore City Board of School Commissioners (BCBSC). The period of the professional service agreement is September 1, 2010 through August 31, 2012.

- 1. **AFTER SCHOOL MATTERS/** **\$342,000.01**
REGINALD F. LEWIS HIGH SCHOOL

Account: 5000-512511-6398-485905-603051

The MOED has received a grant from the BCBSC to support the implementation of strategies to improve job readiness skills and to provide paid work experience at the Reginald F. Lewis High School. To that end, the MOED will use their expertise to assist with the successful transition of high school seniors into constructive, post-secondary employment, education, and/or skills training.

- 2. **FUTURES PROGRAM/** **\$645,000.00**
REGINALD F. LEWIS HIGH SCHOOL

Account: 5000-512411-6398-489505-603051

- 3. **FUTURES PROGRAM/** **\$242,784.00**
W.E.B. DUBOIS HIGH SCHOOL

Account: 5000-501311-6398-510405-603051

The MOED has received grants from the BCBSC to support the implementation of strategies to improve academic, social, and career pathway outcomes at the Reginald F. Lewis High School and the W.E.B. DuBois High School. The MOED will use their expertise to implement and to administer the FUTURES Work dropout prevention program for youth that are at risk.

MINUTES

MOED - cont'd

The professional services agreements are late because additional time was necessary to reach a comprehensive understanding that was agreeable to both parties.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned professional services agreements with the Baltimore City Board of School Commissioners.

MINUTESMayor's Office of Employment Development - Agreements

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

1. **THE BALTIMORE CHILDREN'S MUSEUM, INC.** **\$ 970.00**

Account: 4000-805310-6310-461805-603051

The organization will conduct 24 hours of training for four incumbent employees of The Baltimore Children's Museum, Inc. through an initiative known as Maryland Business Works. The employees will attend the Association of Children's Museums InterActivity 2011 Conference and participate in various training and informational sessions. The cost represents 50% of the total cost. The period of the agreement is May 19, 2011 through June 21, 2011.

2. **RAMAN TECHNOLOGIES, INC.** **\$ 4,000.00**

Account: 4000-805310-6310-896405-603051

The organization will conduct 88 hours of training for two incumbent employees of Raman Technologies, Inc. through an initiative known as Maryland Business Works. The incumbent workers will be trained in Java and Java/J2EE Programmer Training. The period of the agreement is March 21, 2011 through April 30, 2011.

The agreement is late because additional time was necessary to reach a comprehensive understanding between the parties.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned agreements. The Mayor **ABSTAINED** on item no. 1.

MINUTES

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to subsidize transportation funds to various Senior Centers in Baltimore City. The period of the expenditure is July 1, 2010 through June 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$226,080.00 - 3001-000000-3254-316400-603041

BACKGROUND/EXPLANATION:

The Department will support Senior Centers located in the City by subsidizing their transportation program services which enable them to transport their senior participants to and from the Senior Centers and to special events and activities throughout the City.

The Department will subsidize transportation funding for the following Senior Centers: Action-In-Maturity, Allen Senior Center, Cherry Hill Senior Center, Greenmount Senior Center, Harford Senior Center, and Southwest Senior Center.

The request is late because of the transition between CARE and the Department and waiting on approved funding.

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

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to subsidize transportation funds to various Senior Centers in Baltimore City.

MINUTESHealth Department - Notice of Grant Award and Advance of Funds**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of a notice of grant award from the United States Department of Health and Human Services. The period of the grant is March 01, 2011 through February 29, 2012.

The Board is also requested to approve an advance of funds to Associated Black Charities, Inc. for the period of March 01, 2011 through February 29, 2012.

AMOUNT OF MONEY AND SOURCE:

\$6,938,466.00	-	4000-427711-3023-606100-404001
973,591.00	-	4000-427911-3023-606100-404001
\$7,912,057.00		

\$1,152,116.00 - Advance of Funds

BACKGROUND/EXPLANATION:

This notice of grant award is for FY 2011 Part A Formula and Supplemental funds and Minority AIDS Initiative funds. Included in this award is \$973,591.00 specifically for the Minority Aids Initiative.

The acceptance of the notice of grant award will allow the Health Department to provide funds for essential HIV/AIDS healthcare and other support services to those who lack, or are only partially covered by health insurance. The covered services include primary medical care, case management, assistance in obtaining medications, hospice care, substance abuse treatment, and mental health services. In addition, limited supported services in the areas of housing, transportation, food, legal, childcare, outreach services, and other supportive services will be provided to persons infected by HIV/AIDS.

MINUTES

Health Department - cont'd

The advance of funds to Associated Black Charities, Inc., for \$1,152,116.00, will allow for the continuity of services while the scopes of services and budgets are being reviewed and approved for the current program year. The agreements for Associated Black Charities, Inc. will be submitted to the Board at a later date. The period of the advance of funds is March 01, 2011 through April 30, 2011.

APPROVED FOR FUNDS BY FINANCE

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

AUDITS REVIEWED THE ADVANCE OF FUNDS TO ASSOCIATED BLACK CHARITIES, INC. AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved acceptance of a notice of the grant award with the United States Department of Health and Human Services. The Board also approved the advancement of funds to the Associated Black Charities, Inc. The Comptroller **ABSTAINED**.

MINUTESHealth Department - Agreements and Amendment to Agreement

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

AGREEMENTS

1. **SISTERS TOGETHER AND REACHING, INC.** **\$ 37,500.00**

Account: 4000-422311-3030-513212-603051

The organization will provide 700 HIV/Syphilis screenings, confidential counseling, testing and referrals, and health education risk reduction services to clients engaged in the HIV/STD Prevention Project. The period of the agreement is October 1, 2010 through June 30, 2011.

The agreement is late because funds were awarded late in the fiscal year and because budget revisions delayed processing the agreement.

MWBOO GRANTED A WAIVER.

2. **BALTIMORE SUBSTANCE ABUSE SYSTEMS, INC.** **\$101,984.00**
(BSAS)

Account: 4000-497911-3070-287500-603051

The BSAS will provide treatment services for the Baltimore City Adult District Drug Court Expansion and Enhancement project. The organization will be responsible for overseeing implementation of the project, contracting with sub-grantees, administering funds to the sub-grantees, meeting with the project evaluator and submitting narrative and financial reports to the Baltimore City Health Department and the U.S. Department of Justice. The period of the agreement is October 1, 2010 through September 30, 2011.

The agreement is late because the grant award was just accepted and approved on January 26, 2011.

MWBOO GRANTED A WAIVER.

MINUTES

Health Dept. - cont'd

3. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** \$ 46,000.00

Account: 4000-424211-3030-513208-603051

The organization will provide services in the area of Health Education and Risk Reduction to High Risk African American Women. Program participants will demonstrate increases in knowledge of HIV/AIDS transmission and risk-reduction strategies, perceived risk for and severity of HIV/STD infection, mechanical skills and self-efficacy for proper condom use and cleaning needles. The period of the agreement is July 1, 2010 through June 30, 2011.

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

MWBOO GRANTED A WAIVER.

4. **SHANI AGAR** \$ 0.00

Ms. Agar, School Health Aide, would like to attend the Baltimore City Community College, RN Program on Mondays and Thursdays from 11:30 a.m. - 2:00 p.m. and Tuesdays and Wednesdays from 7:00 a.m. to 3:30 p.m.

In accordance with the Memorandum of Understanding with the Mayor and City Council of Baltimore and the American Federation of State, County, and Municipal Employees (AFSCME), Council 67 and Local 44, Article 25, full-time staff, with a minimum of two years continuous service with the Baltimore City Health Department, may receive certain education benefits, including work study and/or tuition reimbursement.

The agreement is late because it was just completed.

MINUTES

Health Dept. - cont'd

AMENDMENT TO AGREEMENT

5. **ANGEL'S COVE ASSISTED LIVING FACILITY, INC.** **\$ 9,750.00**

Account: 5000-534011-3044-273302-603051

On October 20, 2010, the Board approved the original agreement in the amount of \$23,400.00. This facility is enrolled in the Senior Assisted Living Group Home Subsidy Program and provides subsidized senior assisted housing services for individuals age 62 and over, who have temporary or periodic difficulties with the activities of daily living and who require assistance in performing personal and household functions associated with complete independence.

This amendment to agreement will increase the amount of the agreement by \$9,750.00, which will be utilized for three additional clients at the facility at the rate of \$650.00 per client for the period February 01, 2011 through June 30, 2011. All other terms and conditions remain unchanged.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned agreements and the amendment to agreement. The Mayor **ABSTAINED** on item no. 2. The President **ABSTAINED** on item no. 2.

MINUTES

Department of Public Works/ - Developer's Agreement No. 1224
Bureau of General Services

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1224 with Norman Eats, LLC, developer.

AMOUNT OF MONEY AND SOURCE:

\$20,132.00

BACKGROUND/EXPLANATION:

The developer would like to install new water service to its proposed construction located in the vicinity of 1728 Thames Street. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

An Irrevocable Letter of Credit in the amount of \$20,132.00 has been issued to Norman Eats, LLC, which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of developer's agreement no. 1224 with Norman Eats, LLC, developer.

MINUTESDepartment of General Services - Minor Privilege Permit Applications

The Board is requested to approve the following applications for a Minor Privilege Permit. The applications are in order as 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. 413 S. Conkling St. Annual Charge: \$70.40	Conkling, LLC	Two flat signs 18" x 10"
2. 30 W. Biddle St. Annual Charge: \$15,254.87	University Properties, Inc.	Fourteen awnings, cornices 290.80 sq. ft. storefront, bow show windows 449.90 sq. ft.
3. 1710 Thames St. Annual Charge: \$80.70	Cobblestone, LLC	Four flag poles, wooden vener
4. 1439 S. Charles St. Annual Charge: \$234.40	Galway Properties, LLC	One egress stairway 24'6" x 4"

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 permits.

MINUTES

Department of General Services - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Amendment to Agreement with the Baltimore Community Foundation, Inc. (BCF). The period of the original agreement is March 01, 2010 through April 30, 2011. The amendment to the agreement extends the period through August 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$80,000.00 - 9916-913900-9197-910019-703032

BACKGROUND/EXPLANATION:

This amendment to agreement will extend BCF's scope of work, and increase the existing contract from \$200,000.00 to \$280,000.00.

The Department of General Services, Energy Division and the Department of Planning, Office of Sustainability have been working with the Baltimore Community Foundation, Inc. (BCF) to implement the highly successful Baltimore Neighborhood Energy Challenge (BNEC) to promote energy conservation in City communities and small businesses.

Funds for the BNEC project were committed, with the approval of the United States Department of Energy (DOE), from the City's \$6,370,000.00 Energy Efficiency Community Block Grant (EECBG) provided by the American Recovery and Reinvestment Act. The DOE approved use of EECBG funds to extend the BNEC program beyond neighborhoods to include the small business sector in a program known as the Baltimore Business Energy Challenge.

MINUTES

DGS - cont'd

The BCF will manage funds, reporting, and oversight of Baltimore Main Streets (BMS). The BMS will reach out to small businesses in 10 neighborhoods where the BMS is already established and has contact with a large number of small businesses.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to agreement with the Baltimore Community Foundation, Inc.

MINUTES

Department of Transportation - Construction Work Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a construction work agreement with CSX Transportation, Inc. (CSXT).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The City has proposed the reconstruction of the Sinclair Lane Bridge over the CSXT. Representatives of the CSXT and the City have met and have reached an agreement regarding their respective duties and obligations. The agreement outlines the roles and responsibilities in connection with completing the design and phase of the project.

The CSXT will provide services and accommodations to promote public interest in connection with this project. Services will include but are not limited to reconstruction of the bridge carrying Sinclair Lane over the CSXT, maintenance of vehicular traffic, flagging, construction engineering and inspection, as well as review of plans prepared by the agency and/or their agents or contractors.

(FILE NO. 55593)

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

MINUTES

Department of Housing & - 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 Ms. Robin Hernandez, developer, for the sale of the property located at 834 Lemmon Street.

AMOUNT OF MONEY AND SOURCE:

\$1,000.00 - assessed value

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest to Ms. Hernandez, by deed, for \$1,000.00 plus all closing and settlement costs to be paid in the form of a cashier's check or money order at the time of settlement. Ms. Hernandez owns and resides at 843 W. Lombard Street, which adjoins 834 Lemmon Street.

The scope of this project is to maintain the property as a side yard. However, the side yard cannot be developed for resale. The adjacent owner may consolidate the property with 843 W. Lombard Street in the future, as long as the properties are in fee simple. Upon consolidation, the owner cannot sub-divide whatsoever.

An appraisal is not required because the property is assessed for less than \$2,500.00.

MBE/WBE PARTICIPATION:

The property is not subject to Article 5, Subtitle 28 of the Baltimore City Code because the property will be sold at market value.

(FILE NO. 57211)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Ms. Robin Hernandez, developer, for the sale of property located at 834 Lemmon Street.

MINUTES

Department of Housing and - Amendment No. 1 to Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to agreement with Dayspring Program, Inc.

AMOUNT OF MONEY AND SOURCE:

\$85,000.00 - 4000-486411-6051-512700-603051

BACKGROUND/EXPLANATION:

On September 22, 2010, the Board approved the original agreement with Dayspring Program, Inc. in the amount of \$575,798.00 to provide Head Start Services to 102 children and their families. The period of the agreement is July 1, 2010 through June 30, 2011. This amendment no. 1 to the agreement increase funds by \$85,000.00.

Under amendment no. 1, Dayspring Program, Inc. will obtain professional services from Johns Hopkins University. The services will include a comprehensive professional development training programs (ExCELL). The ExCELL is used to train teachers in specific strategies to enhance young children's language and pre-literacy development.

All other terms and conditions remain unchanged.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 1 to agreement with Dayspring Program, Inc. The President **ABSTAINED**.

MINUTES

Department of Housing and Community Development/
Baltimore Homeless Services - Amendment No. 1 to the
Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to a memorandum of understanding (MOU) with the Morgan State University (MSU). The amendment no. 1 to the MOU extends the agreement through June 30, 2011.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On December 8, 2010, the Board approved the MOU with the MSU to provide a Point in Time Census Study. The focus of the study is to count the number of unsheltered homeless individuals. The MOU is for the period November 1, 2010 through April 30, 2011. This amendment no. 1 to MOU will extend the MOU through June 30, 2011 to allow the MSU additional time to complete its final report.

All other terms and conditions remain unchanged.

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 1 to the memorandum of understanding with Morgan State University.

MINUTES

Department of Housing and - Amendment to Land Disposition
Community Development Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to a land disposition agreement (LDA) with 1125 N. Patterson Park Avenue, LLC, Developer, for the property known as 1125 N. Patterson Park Avenue, Block 1554, Lot 013.

The Board is also requested to approve the addition of language that allows the Commissioner to execute any and all the documents to effectuate this transaction and approved amendments that do not materially alter the relationship of the parties or principle elements of the project subject to review and approval for form and legal sufficiency by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On April 21, 2010, the Board approved the LDA for Dayspring Square. Unfavorable market conditions and other causes beyond the control of the developer made it impossible to complete the financing and begin construction as anticipated when the City and the Developer entered into the original LDA.

The Developer has now restructured the financing and anticipates closing on the property no later than April 15, 2011 and needs certain extensions in order to complete the new financing and to begin construction. These extensions will require that the LDA be amended as follows:

1. the commencement of construction to May 20, 2011,

MINUTES

DHCD - cont'd

2. the completion of construction to October 2013 (30 months from the date of conveyance,)
3. addition of Import VI CDE 8 LLC, as the first lender with contact information.

(FILE NO. 57071)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to the land disposition agreement with 1125 N. Patterson Park Avenue, LLC developer, for the property known as 1125 N. Patterson Park Avenue, Block 1554, Lot 013. The Board further approved the addition of language that allows the Commissioner to execute any and all documents that effectuate this transaction and approved amendments that do not materially alter the relationship of the parties or principle elements of the project subject to review and approval for form and legal sufficiency by the Department of Law.

MINUTES

Department of Housing and - Amendment No. 2 to a
Community Development Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 2 to a grant agreement with Jobs, Housing and Recovery, Inc. (JHR). The amendment extends the grant agreement through April 15, 2011.

AMOUNT OF MONEY AND SOURCE:

\$63,941.00 - 1001-000000-3572-327200-603051

BACKGROUND/EXPLANATION:

On December 22, 2010, the Board approved the original grant agreement with JHR in the amount of \$138,312.00. The original grant agreement provided for 100 overflow emergency shelter beds for homeless men, women and children, 24 hours a day, 7 days a week, at the Walter P. Carter Center, 630 W. Fayette Street. On February 2, 2010, the Board approved amendment no. 1 to the grant agreement, which provided for an additional 50 beds and an increase in the amount of \$50,053.00.

This amendment no. 2 will extend the agreement through April 15, 2011 and add additional funds in the amount of \$63,941.00, making the total award \$252,306.00. This amendment is necessary to provide for unexpected delays in the construction of the City's new homeless shelter, which will house the overflow of homeless individuals, once completed.

The amendment no. 2 to the grant agreement is late because of the delays in the administrative review process.

MINUTES

DHCD - cont'd

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment no. 2 to the grant agreement with Jobs, Housing and Recovery, Inc.

MINUTES

Department of Housing and - Partial Release of Mortgage,
Community Development Waiver of Outstanding Balance,
and Penalty

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a partial release of mortgage agreement with the Linden Tree, LLC, Developer, for the property located at 2211 Linden Avenue. The Board is also requested to waive the outstanding principal and penalty.

AMOUNT OF MONEY AND SOURCE:

\$10,462.50 - Waiver of outstanding principal balance
5,000.00 - Penalty stipulated in the original LDA
\$15,462.50

BACKGROUND/EXPLANATION:

On October 5, 2005, the City approved a land disposition agreement (LDA) with the Developer for the acquisition of 2211, 2213, 2215, 2230, 2244, 2246, 2252, and 2254 Linden Ave.

The transaction was structured so that the eight members of the Linden Tree, LLC were to be end-purchasers of the rehabilitated homes from Linden Tree, LLC. The City granted a Purchase Money Mortgage in the amount of \$83,700.00 to Linden Tree, LLC. The eight individual properties were to be collateral for the loan. As each property was sold to the Linden Tree, LLC member, the homebuyer was to assume \$10,462.50 (1/8th) of the outstanding principal of the mortgage as a second mortgage against the buyer's primary residence. The Linden Tree, LLC also was successful in obtaining rehabilitation financing with Bradford Bank. The transaction proceeded as structured for seven of the eight properties. The eighth member fled the area and left the Linden Tree, LLC with the property and outstanding debt to their lender and the City. Because of the eighth member not adhering to their obligations, the Linden Tree, LLC began having difficulty in meeting scheduled payments on the secured note to Bradford. The Bradford Bank was approaching a foreclosure against the Linden Tree, LLC and eventually sold the note to Jubilee Baltimore, Inc. There currently is an outstanding balance on the note of approximately \$58,000.00.

MINUTES

DHCD - cont'd

Linden Tree, LLC has entered into a contract of sale with Druid Heights CDC to purchase the property for the appraised value of \$74,000.00. The Jubilee Baltimore, Inc. has agreed to accept \$48,000.00 as payment in full for its note. The Linden Tree, LLC has also incurred expenses including additional carrying costs in the amount of approximately \$30,000.00.

The LDA contains a provision that forbids the sale of encumbered properties to anyone other than a homeowner. The LDA calls for the full repayment of the outstanding amount of \$10,462.50 pertaining to the individual property and penalty of \$5,000.00.

The City will waive the outstanding principal balance and penalty as provided under the LDA dated October 5, 2005, in accordance with the Purchase Money Mortgage Agreement.

The City's waiver of the outstanding debt and release of the LDA requirements is integral to the pending sale to Druid Heights CDC and will allow the property to ultimately wind up in the hands of an owner-occupant. This request is made in consideration for Linden Tree's exhibited commitment to the community and their pioneering work in facilitating a significant group of rehabilitated properties.

MBE/WBE PARTICIPATION:

N/A

(FILE NO. 57050)

UPON MOTION duly made and seconded, the Board approved and authorized execution of a partial release of mortgage agreement with the Linden Tree, LLC, developer, for the property located at 2211 Linden Avenue. The Board also waived the outstanding principal and penalty. The President **VOTED NO.**

MINUTES

Mayor's Office of Human Services (MOHS) - Grant Agreements
Baltimore Homeless Services (BHS)

The Board is requested to approve and authorize execution of the below listed grant agreements. The period of the grant agreement is April 1, 2011 through March 31, 2012, unless otherwise indicated.

1. **AT JACOBS WELL, INC.** **\$ 239,856.00**

Account: 4000-496311-3573-591207-603051

The organization will provide housing in conjunction with supportive services to 20 homeless clients. Services will include monthly rental assistance payments for monthly rental subsidies, security deposits and/or payment for damage to the property, if applicable for nine clients.

MWBOO GRANTED A WAIVER.

2. **PROJECT PLASE, INC.** **\$1,278,555.00**

Account: 4000-496311-3573-591226-603051

The organization will provide housing and supportive services to the residents of Project PLASE, Inc.'s Shelter Plus Care units to ensure that they remain housed. Services will be provided to 103 homeless clients. The period of the agreement is February 1, 2011 through January 31, 2012.

MWBOO GRANTED A WAIVER.

3. **ST. AMBROSE HOUSING AID CENTER, INC.** **\$129,584.00**

Account: 4000-496311-3573-591252-603051

The organization will provide housing in conjunction with supportive services to nine homeless clients. The organization will provide monthly rental assistance payments for month rental subsidies, security deposits and/or payment for damage to the property, if applicable.

MINUTES

MOHS/BHS - cont'd

The grant agreements are late because of a delay by the U.S. Department of Housing and Urban Development.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

* * * * *

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

1057

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

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 Comptroller **ABSTAINED** on item nos. 1 & 2.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of General Services

1. PB09829R, Elevator Stratos Elevator, \$1,818,000.00
Upgrade at Court- Inc.
House East

MBE: Metal Men, LLC \$57,000.00 3.13%

WBE: DeQuan's I \$20,000.00 1.10%
Enterprise, LLC

MWBOO FOUND VENDOR IN COMPLIANCE.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$2,000,000.00	9916-907412-9194	
3 rd Public Bldg.	Reserve	
GO Bond	Courthouse East	
	Elevator Upgrade	
	Commercial	
150,000.00	9916-902304-9094	
3 rd Public Bldg.	Reserve	
GO Bond	Benton Building	
	HVAC	
\$2,150,000.00	-----	9916-902410-9197
		Active
		Elevator Replacement
		Various Sites

The elevators are in need of replacement. This project will replace six of the passenger elevators. Four elevators are for the public, one for the judges and one for the prisoners. The two freight elevators will be replaced at some future date. This transfer will provide funds to cover the costs associated with the Courthouse East Elevators.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|---|--------------|-----------------|
| 1. COMMONWEALTH
CONTROLS CORP. | \$39,972.00 | Low Bid |
| Solicitation No. B50001814 - OIT Replacement Units for XBIT Series Parts and Services - Department of Public Works - Req. No. R561097 | | |
| 2. CHARLES J. BECKER AND
BROS., INC. d/b/a BECKER'S
SCHOOL SUPPLIES | \$43,890.90 | Low Bid |
| Solicitation No. B50001841 - Backpacks Filled with School Supplies - Department of Housing and Community Development - Req. No. R563253 | | |
| 3. KEYSTONE AUTOMOTIVE
INDUSTRIES, INC. | \$ 75,000.00 | Selected Source |
| Solicitation No. 06000 - Aftermarket Body and Fender Parts - Department of General Services - Req. No. R542756 | | |

This requirement was advertised by posting on CitiBuy and in local newspapers, but no bids were received. The price is considered fair and reasonable.

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

MWBOO SET GOALS OF 0% MBE AND 0% WBE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

4. DRAEGER SAFETY, INC.	\$150,000.00	Increase
Solicitation No. 08000 - Draeger Safety Breathing Systems, Parts and Maintenance - Fire Department - P.O. No. P503068		

On July 23, 2008, the Board approved the initial award in the amount of \$265,571.00. Subsequent actions have been approved. This increase is necessary to fund the balance of the third year of the initial contract term and makes the total award amount \$646,171.00.

MWBOO GRANTED A WAIVER.

5. RUDOLPH'S OFFICE & COMPUTER SUPPLY, INC.	\$1,550,000.00	Increase
Solicitation No. B50001027 - J.I.T. Office Supplies - Agencies - Various - PO No. P511280		

On July 1, 2009, the Board approved the initial award in the amount of \$1,423,280.00. Subsequent actions have been approved. This increase will provide funds for the remainder of calendar year 2011, making the total award amount \$3,023,280.00.

MWBOO SET GOALS OF 5% MBE AND 0% WBE.

MBE: Sutherland Data Products	4%
Sym, Inc.	1%

MWBOO FOUND VENDOR IN COMPLIANCE.

6. JESCO, INC.	\$450,000.00	Renewal
Solicitation No. 08000 - OEM Parts & Service for John Deere Equipment - Department of General Services - P.O. No. P514285		

On July 11, 2007, the Board approved the initial award in the amount of \$600,000.00. The award contained two 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This renewal is for the period July 16, 2011 through July 15, 2012, with no renewal options remaining.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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

- | | | |
|---|--------------|---------|
| 7. ITRON, INC. | \$ 44,987.00 | Renewal |
| Solicitation No. 08000 - Technical Support/Maintenance for the Hardware and Software Updates - Department of Public Works, Revenue Measurements and Billings - P.O. No. P512542 | | |

On August 30, 2006, the Board approved an agreement with Itron, Inc. The agreement contained three 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This renewal in the amount of \$44,987.00 is for the period July 1, 2011 through June 30, 2012, with no renewal options remaining.

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 equipment and/or service is recommended.

- | | | |
|--|---------|---------|
| 8. HD SUPPLY, INC. | | |
| L/B WATER SERVICE, INC. | \$ 0.00 | Renewal |
| Solicitation No. B50001403 - Various Water-works Repair Parts - Department of Public Works, Bureau of Water and Wastewater - P.O. Nos. P514167 and P514168 | | |

On May 19, 2010, the Board approved the initial award in the amount of \$25,000.00. The award contained four 1-year renewal options at the sole discretion of the City. This renewal is for the period July 1, 2011 through June 30, 2012, with three 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

9. EVERGREEN LANDSCAPE

AND DESIGN CORPORATION	\$ 87,500.00	Extension
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Solicitation No. BP-07162 - Watershed Grass Mowing - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P508182

On July 18, 2007, the Board approved the initial award in the amount of \$344,960.00. The award contained two 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This extension is necessary to complete the 2011 mowing season. The period of the extension is July 1, 2011 through November 30, 2011. A new solicitation will be created and in place for the 2012 season.

MWBOO SET GOALS OF 12% MBE AND 4% WBE.

MBE: Total Lawn Care 12%

WBE: Tote-It, Inc. 4%

MWBOO FOUND VENDOR IN COMPLIANCE.

10. POLICE REPORTS,

US, LLC	Revenue Contract	Correction
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Solicitation No. B50001460 - Online Public Access to Police Accident Reports - Police Department - Req. Nos. Various

On September 22, 2010, the Board approved an award as B50001513 - Online Public Access to Police Reports to PoliceReports.US, LLC. However, the memo requesting that award incorrectly indicated the solicitation no. as B5000153. The correct solicitation no. is B50001460.

MINUTES**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts, extensions and the correction. The President **ABSTAINED** on item nos. 8 and 9.

MINUTES

Bureau of Water and Wastewater - 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 Dewberry/Brown and Caldwell, a joint venture, for Project 1039, Outfall Collection System Evaluation and Sewershed Plan. The amendment no. 2 extends the agreement through August 7, 2012.

AMOUNT OF MONEY AND SOURCE:

\$121,300.80 - Baltimore City Water Revenue Bonds
164,786.00 - Baltimore County
\$286,086.80 - 9956-907613-9551-900020-703032

BACKGROUND/EXPLANATION:

On August 8, 2007, Dewberry/Brown and Caldwell, a joint venture, was awarded a contract to provide engineering services for the Outfall Sewershed Collection System Evaluation and Development of a Sewershed Plan to comply with Paragraph 9 of the Consent Decree for a period of 36 months until August 8, 2010. In order to continue providing these services. On September 22, 2010 the agreement was extended for 12 months.

Under this amendment, the consultant will provide engineering services which will include preparing design for cleaning of approximately 20,325 linear feet of Outfall Interceptors to reduce overflows and increase capacity, bid and post awards services and responses to comments from EPA/MDE on the sewershed plan.

All other terms and conditions remain unchanged.

MINUTES

BW&WW - cont'd

MBE/WBE PARTICIPATION:

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

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment no. 2 to agreement with Dewberry/Brown and Caldwell, a joint venture, for Project 1039, Outfall Collection System Evaluation and Sewershed Plan. The President **ABSTAINED**.

MINUTES

Bureau of Water and Wastewater - Amendment No. 3 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 3 to agreement with Moffatt & Nichol for Project 1086M, Urgent Need Stormwater Engineering Services. The amendment no. 3 extends the period of the agreement for one year.

AMOUNT OF MONEY AND SOURCE:

\$150,000.00 - 9958-902439-9520-900020-703032

BACKGROUND/EXPLANATION:

On October 1, 2008, the Board approved the original agreement in the amount of \$250,000.00. The original agreement will expire September 30, 2011.

On September 30, 2009, the Board approved amendment no. 1 in the amount of \$250,000.00. On August 11, 2010, the Board approved amendment no. 2 in the amount of \$250,000.00. This amendment no. 3 will extend the agreement for one year and increase the upset limit by \$150,000.00; making the total contract amount \$900,000.00.

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

All other term and conditions remain unchanged.

MBE/WBE PARTICIPATION:

The consultant will continue to maintain the goals established in the original agreement.

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

MINUTESBW&WW - cont'd**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$100,000.00	9958-905093-9522	9958-902439-9520-2
MVR	Constr. Res. Race Street	Extra Work

This transfer will cover the costs association with Project 1086M, Amendment No. 3, Urgent Need Stormwater Engineering Services.

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 3 to agreement with Moffatt & Nichol for Project 1086M, Urgent Need Stormwater Engineering Services. 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.**

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. 001 to Johnson, Mirmiran & Thompson, Inc. under Project No. 1110J, S.W.C. 7764, Environmental Restoration Design and Engineering Services. The period of the Task No. 001 is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$144,622.72 - 9958-908093-9520-900020-703032

BACKGROUND/EXPLANATION:

Under this task, the consultant will perform engineering services for S.W.C Contract No. 7764 - Race Street Box Culvert Replacement and Rehabilitation.

In the interest of public safety, the failing Race Street box culvert requires replacement and rehabilitation in the following section: to replace approximately 100 linear feet of existing brick arch from West Street to Seldner Place with a precast reinforced concrete box culvert as well as replace approximately 225 feet of the existing brick arch culvert from the manhole just north of the intersection of Race Street and Ostend Street to the newly constructed concrete box culvert. The consultant will also perform repairs to portions of the brick arch which runs beneath Ostend Street and provide specifications for the cleanout of sediment and debris from the lower 250 feet of existing culvert.

MBE/WBE PARTICIPATION:

MBE: EBA Engineering, Inc. \$37,541.02 25.7%

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Bureau of Water and Wastewater - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$200,000.00	9958-905093-9522	9958-908093-9520-2
MVR	Constr. Res. Race Street	Extra Work

This transfer will cover the costs of Project 1110J - Task #001, SWC 7764, Race Street Culvert Box (B/D 10711).

(FILE NO. 55986A)

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 001 to Johnson, Mirmiran & Thompson, Inc. under Project No. 1110J, S.W.C. 7764, Environmental Restoration Design and Engineering Services. 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**.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

1070 - 1071

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

MINUTES**PERSONNEL**Baltimore Police Department

	<u>Rate</u>	<u>Amount</u>
1. EARL W. MAISEL, JR.	\$200.00/exam	\$35,000.00
	\$100.00/no show	

Account: 1001-000000-2003-195500-603206

Mr. Maisel will continue to work as a Polygraph Examiner to conduct pre-employment screening. He will be paid at a rate of \$200.00 per scheduled examination, and \$100.00 for each that does not occur because of no-show. The period of the agreement is effective upon Board approval through March 31, 2012.

2. LAVINIA M. DAVIS	\$14.42/hr.	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Ms. Davis, retiree, will work as a Contract Service Specialist for the Education and Training Section of the Department. Her duties will include but not be limited to scheduling sworn members for range related training to include yearly qualification, shotgun qualification, less lethal qualification and taser training. In addition, she will assist in insuring that members meet annual firearms qualification requirements and maintain a thorough database that is updated on a regular basis. The period of the agreement is effective upon Board approval for one year.

3. MICHAEL F. BAPTIST	\$14.42/hr.	\$30,000.00
4. ELETHIA PHILLIPS	\$14.42/hr.	\$30,000.00

Account: 1001-000000-2042-198100-601009

These above-listed individuals, retirees, will work as Contract Service Specialist for the Applicant Investigation Section of the Department. Their duties will include but not be limited to conducting background investigations for Police Officers, Police Cadets, rehires, Special Police Officers and civilian applicants.

MINUTES**PERSONNEL**Police Dept. - cont'd

They will review documents, interview applicants, and obtain criminal background record checks. In addition, they will complete neighborhood investigation of applicants and advise the Department of results of their investigations as well as make recommendations of applicant suitability. The period of the agreement is effective upon Board approval for one year.

On January 3, 1996, the Board of Estimates approved a waiver of the Administrative Manual Policy 212-1. This waiver allowed the Baltimore Police Department to hire retired policed officers on a contractual basis and waived the hourly rate plus the 1,200 maximum contract hours retirees may be employed by the City. The retirees will receive no benefits other than workmen's compensation and F.I.C.A.

Department of Housing and Community Development5. Create the following position:

84241 - Paralegal
Grade 090 (\$41,438.00 - \$57,919.00)
Job No. to be assigned by BBMR

Costs: \$59,609.88 - 6000-686111-5832-412500-601001

Mayor's Office of Human Services6. Reclassify the following vacant position:

From: 33252 - Typist II
Grade 075 (\$25,800.00 - \$33,726.00)
Job No. 3571-14924

To: 31192 - Program Coordinator
Grade 112 (\$44,300.00 - \$62,600.00)
Job No. 3571-14924

Costs: \$17,064.00 - 1001-000000-3571-327200-601001

MINUTES

President: "As there is no more business before the Board, the meeting will recess until bid opening at twelve noon."

* * * * *

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

BIDS, PROPOSALS AND CONTRACT AWARDS

Prior to the reading of bids received today and the opening of bids scheduled for today, the Clerk announced that the following agencies had issued an Addendum extending the dates for receipt and opening of bids on the following contract. **THERE WERE NO 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 - TR 04318, Jones Falls Trail
Phase II

M. Luis Construction Co.
Allied Contractors, Inc.
Civil Construction, LLC

Bureau of Water and Wastewater - WC 1180, Falls Road Water Main
Replacement

Monumental Paving & Excavating,
Inc.
Casper Colosinmo & Son, Inc.
Spinello - a Joint Venture
Metra Industries
American Infrastructure

Bureau of Purchases - B50001855, Background
Investigation Services

Stealth Partners, Inc.
Inquires, Inc.
Win Win Placements, LLC
Absolute Investigation Services,
Inc.
Accusource, Inc.
Tyson Investigative Services
Pinkerton Consulting &
Investigations
Apex Investigative Services, Inc.
Capitol Inquiry, Inc.

MINUTES

Bureau of Purchases - B50001811, Repair and Installation Services for Various Overhead Mechanical Door Systems Door

Overhead Door Co. of Baltimore
All About Doors, Inc.
Rolling Doors of MD, Inc.

Bureau of Purchases - B50001812, Wellness & Fitness Program for the Fire Department

NovaCare Rehabilitation
Professional Health Services,
Inc.
Occupational Medical Services

Bureau of Purchases - B50001829, OIG Case Management System

Wingswept Communications,
Inc.
Column Technologies, Inc.
Legal Files Software, Inc.

Clerk: "I have to make a Motion for this particular item, this is for the Mayor's Office of Information Technology. The proposal is for Baltimore City Notification of Strategic Sourcing Opportunity. I am going to make a Motion that we open today a bid that was received on March 30, 2011. It was received timely, however, we did not have proper notification of the advertisement, which would authorize us to open it at 12:00 noon last week. So, I make a Motion that we open the bid for the Mayor's Office of Information Technology, Baltimore City Notification of Strategic Sourcing Opportunity."

Deputy Director of Public Works: "Second."

MINUTES

Deputy City Solicitor: "All in favor say AYE. None opposed.

The matter having been properly moved and seconded it is --."

Deputy Comptroller: "Approved."

Deputy City Solicitor: "Approved."

Deputy Comptroller: "Thank you."

Mayor's Office of Information Technology - Baltimore City Notification of Strategic Sourcing Opportunity

Opera Solutions

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MINUTES

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, April 13, 2011.


JOAN M. PRATT
Secretary