

## MINUTES

REGULAR MEETING

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

The meeting was called to order by the President.

Clerk: "I will also announce that on today, April 13, 2011, will be Taxpayers Night at 6:00 p.m. in the War Memorial Building, located 101 N. Gay Street."

President: "I would direct the Board's attention to the memorandum from my office dated April 11, 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."

## MINUTES

Mayor: "Thank you very much Mr. President. Good morning. Two weeks ago when I introduced the Fiscal Year 2012 Budget, I promised to restore funding to Enoch Pratt Free Library if the State aid was reduced less than we anticipated. Thankfully, the Governor and the General Assembly came through with funding for the City and I can make good on my promise. I am very relieved to be able to restore the funding to our world class Enoch Free Library system. With this restoration our library system will be fully funded for two years in a row, despite a \$186,000,000.00 punitive budget deficit over the past two years. As the mother of a public school student, who uses the library system regularly, I understand the importance of the neighborhood library in the lives of Baltimore's working families. The budget restoration will build upon recent investments including the renovation of the Reisterstown Road and Edmondson Avenue branches of the library. I want to thank Governor O'Malley, the Baltimore City Delegation and our supporters in the Maryland General Assembly, for working with my administration to lessen the severe reductions in State aid in a very difficult budget year. I also want to thank Dr. Carla Hayden, Executive Director of the library for making it a critical component of the educational experience for young people and adults in our great City. Under her leadership, more

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than 2,000,000 people visited the Pratt to check out a book, use a computer, take a class, or receive help finding a job. The Pratt is a valuable asset for the people of Baltimore and I am glad that we can provide the support it needs to continue serving the residents throughout the year."

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**MINUTES**

Department of Public Works/ - Scheduling of Public Hearing on  
Department of Finance Proposed Water and Sewer Rate  
 Increases and Miscellaneous Fee  
Increases

**ACTION REQUESTED OF B/E:**

The Board is requested to schedule a hearing for the proposed water and sewer rate increases. Notice of the proposed rates will be published as required. A hearing on May 18, 2011, at 9:00 a.m. is requested.

**BACKGROUND/EXPLANATION:**

Pursuant to Ordinance 941 which implements the City Charter Amendment, approved by the voters in 1978, the water and wastewater utilities must be maintained as self-sustaining operations. Under this Ordinance, it is the duty of the Director of Finance and the Director of Public Works to recommend to the Board of Estimates rates and charges to make each utility financially self-sustaining. It is recommended that water rates be increased approximately 9% and sewer rates be increased approximately 9% for consumers in Baltimore City. Eligible senior consumers, age 65 and older in Baltimore City who apply and whose annual household income does not exceed \$25,000.00 will receive a 30% discount on water and sewer rates. Also, a water rate increase of approximately 9% is recommended for consumers in Howard, Anne Arundel and Carroll Counties. Increased cost of water and sewer service will be passed on to Baltimore County through the City-County Agreements. Baltimore County establishes its own rates with City concurrence.

Current rates and proposed rate schedules follow:

Baltimore City Water

<u>Quarterly Use Block</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
First 50 Units	\$2.691 per unit	\$ 2.933 per unit
Next 450 Units	1.655 per unit	1.804 per unit
Over 500 Units	1.137 per unit	1.239 per unit

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DPW/Finance - cont'd

Baltimore City Sewer

	<u>Current Rate</u>	<u>Proposed Rate</u>
All Units	\$3.618 per unit	\$3.944 per unit

Howard County Water

<u>Wholesale Service</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
	\$1.160 per unit	\$1.264 per unit

Anne Arundel County Water

<u>Quarterly Use Block</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
First 50 units	\$2.834 per unit	\$3.089 per unit
Next 450 units	1.655 per unit	1.804 per unit
Over 500 units	1.137 per unit	1.239 per unit

Carroll County Water

<u>Raw Water</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
	\$ .409 per unit	\$ .446 per unit

If adopted, the proposed rates will be effective May 19, 2011. Any consumption up to and including May 18, 2011, will be billed at the current rates.

For the typical City household (family of four, 320 gallons of water per day) the current and proposed quarterly bill would be as follows:

	<u>Current Rate</u>	<u>Proposed Rate</u>	<u>Difference</u>
	<u>Quarterly Bill</u>	<u>Quarterly Bill</u>	
Water	\$ 104.95	\$ 114.39	\$ 9.44
Sewer	141.10	153.82	12.72
Total	<b>\$ 246.05</b>	<b>\$ 268.21</b>	<b>\$ 22.16</b>

## MINUTES

DPW/Finance - cont'd

The last rate increase was effective June 10, 2010.

A new chart of minimum quarterly charges will be prepared.

It is also recommended that miscellaneous water fees be increased as follows:

	<u>Miscellaneous Fees</u>	
	<u>Current</u>	<u>Proposed</u>
Abandonment of water supply service		
$\frac{3}{4}$ " water service	\$280.00	\$305.00
1" water service	\$280.00	\$305.00
$1\frac{1}{2}$ " water service	\$475.00	\$520.00
2" water service	\$475.00	\$520.00
Reduce $\frac{3}{4}$ " meter to $\frac{5}{8}$ " meter	\$130.00	\$140.00
Reduce 1" meter to $\frac{3}{4}$ " meter	\$175.00	\$190.00
Reduce 1" meter to $\frac{5}{8}$ " meter	\$175.00	\$190.00
Reduce 2" meter to $1\frac{1}{2}$ " meter	\$830.00	\$905.00
Testing of City-owned meter (at owner's request) $\frac{5}{8}$ ", $\frac{3}{4}$ ", 1"	\$ 75.00	\$ 80.00
Private Fire Protection Fee	\$110/Yr.	\$120/Yr.
Turn-off/Turn-on Charges		
$\frac{5}{8}$ " - 1" meters	\$ 70.00	\$ 75.00
$1\frac{1}{2}$ " - up	\$110.00	\$120.00
Official Vacancy Fee	\$205.00	\$225.00
Fire Flow Test	\$550.00	\$600.00
Fire Hydrant Permit	\$130.00	\$140.00

If adopted, the miscellaneous water fees will be effective May 19, 2011.

**(FILE NO. 56467)**

UPON MOTION duly made and seconded, the Board set the

## MINUTES

DPW/Finance - cont'd

public hearing date on May 18, 2011 at 9:00 a.m. for the proposed Water and Sewer rate increases. The President

**ABSTAINED.**

**MINUTES**

Department of Finance - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize a grant for the 2011 Mayoral Fellowship Program.

**AMOUNT OF MONEY AND SOURCE:**

\$46,000.00 - 1001-000000-1220-146500-607004

**BACKGROUND/EXPLANATION:**

The goal of the Mayoral Fellowship Program is to attract and retain young people interested in civic engagement and urban government policy. Throughout the 10-week program, the Fellows are exposed to the inner workings of City government. The City expects to have a class of between 10 and 12 Fellows this year.

The program is based on three tenets. First, the Fellow is assigned a special project working within an agency. Second, the Fellows will attend a weekly lecture series that highlight different facets of the City. This includes meetings with local and national businesses based in Baltimore (Under Armour, Tony Foreman/Cindy Wolfe, DAP); tours of non-profit facilities (Our Daily Bread, OSI) and City agencies (Bike Baltimore/Planning) or even team building activities including community service and physical challenges. Finally, Fellows produce a weekly newsletter highlighting City agencies, Fellow cohorts, and graduates of the program.

This year the City has received 150 applications in just a three week application period. The source of the applications received were national including a substantial number from local colleges and universities. The applicants can be undergraduates in their third or fourth year of college, college graduates, or in graduate school.

To screen applicants, the City utilizes former Mayoral Fellows. They will review all application and make a recommendation on

**MINUTES**

Dept. of Finance - cont'd

whether or not the applicants should be interviewed. To do so, they review the applicant's three essays, transcripts and recommendations. Following that process, members of the Mayor's Cabinet, the Mayor's Office and other City agencies conduct interviews of the top applicants.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized the grant for the 2011 Mayoral Fellowship Program.

The Mayor **ABSTAINED**.

**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:

Axis Company, Inc.	\$ 1,500,000.00
BMW Construction Specialists, Inc.	\$ 27,495,000.00
Carp-Seca Corporation	\$ 32,166,000.00
Gabe's Services, Inc.	\$ 8,000,000.00
Harkins Builders, Inc. & Subsidiary	\$159,057,000.00
The Kalika Construction Group, USA, LLC.	\$ 1,500,000.00
Mermaid Construction Co., Inc.	\$ 621,000.00
Monumental Paving & Excavating, Inc.	\$ 46,548,000.00
Norair Engineering Corporation & Subsidiary	\$ 45,261,000.00
Precision Concrete Construction Co., Inc.	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

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

Ayers Saint Gross, Inc.	Architect Landscape Architect
Dynatest Consulting, Inc.	Engineer
Environ-Civil Engineering, Ltd.	Engineer
Gaudreau, Inc.	Architect
IMS Infrastructure Management Services, LLC.	Engineer
Jenny Engineering Corporation	Engineer
Paulco Engineering, Inc.	Engineer

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BOARDS AND COMMISSIONS - cont'd

Read & Company Architects, Inc.	Architect
Skarda and Associates, Inc.	Engineer
SNG Engineering, Inc.	Engineer
Urban Design Group, LLC	Architect
Michael J. Walkey	Engineer

There being no objections, the Board, UPON MOTION duly made approved the Prequalification of Contractors, Architects, and Engineers, as listed.

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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 - Condemnation</u>			
1. Elsie Jones (Deceased) c/o Carl Strawder, P.R.	1703 Ellsworth St.	L/H	\$ 4,560.00

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

**(FILE NO. 56017)**

Dept. of Housing and Community Development(DHCD) - Option

2. Elijah Stewart (Deceased) and Olive M. Stewart	2738 Tivoly Ave.	F/S	\$96,000.00
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Funds are available in Account No. 9990-908326-9593-900001-704040, Coldstream Homestead Montebello Project.

**(FILE NO. 57188)**

DHCD - Rescissions and Approvals

3. Kevin Darnell Watford	1010 N. Castle St.	L/H	\$ 5,287.00
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On January 12, 2011, the Board approved the acquisition, by condemnation, of the leasehold interest in 1010 N. Castle St. for the amount of \$5,287.00. However, since that time, the owner has agreed to a voluntary settlement. Therefore, the Board is requested to rescind its previous approval and approve the option for the amount of \$5,287.00.

Funds are available in State Funds, 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 - Rescissions and Approvals</u>			
4. Constance R. Caplan, Mark M. Caplan, Jonathan C. Caplan, Catherine R. Caplan, Eugene H. Schreiber, Trustees of the Charitable Income Trust under the Will of Caswell J. Caplan	1910, 1916, 1920 & N. Castle St.	G/R \$36.00 ea. property	\$ 720.00

On February 09, 2011, the Board, by condemnation, approved the acquisition of the \$36.00 ground rent interests in 1910, 1916, and, 1920 N. Castle St. for the amount of \$240.00 each for a total of \$720.00. However, since the original approval, the owners have agreed to a voluntary settlement. Therefore, the Board is requested to rescind its previous approval and approve the option for the amount of \$720.00.

Funds are available in City Bond Funds, Account No. 9910-908087-9588-900000-704040, Columbus School Project.

**(FILE NO. 57222)**

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.

Department of Law - Payment of Settlement

5. Wash Wash XV, LLC (previous owner)	932 N. Castle St.	L/H	\$ 15,100.00
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On February 03, 2010, the Board approved the acquisition of the leasehold interest, by condemnation, in 932 N. Castle Street for the amount of \$7,900.00. The owner demanded the

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
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Department of Law - cont'd

State Department of Assessment valuation of \$50,000.00. On March 31, 2011, the parties agreed to settle the case for the amount of \$23,000.00. Therefore, the Board is requested to approve payment of the balance in the amount of \$15,100.00 to Wash Wash XV, LLC in settlement of this case.

Funds are available in Account No. 9910-906416-9588-900000-704040.

**(FILE NO. 56017)**

UPON MOTION duly made and seconded, the Board approved the condemnation, option, rescissions and approvals, and payment of settlement.

**MINUTES****CITY COUNCIL BILL:**

10-0625 - Sale of Property - 1600 Guilford Avenue for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in certain property known as 1600 Guilford Avenue (Block 0429, Lot 023) and no longer needed for public use; and providing for a special effective date.

**ALL REPORTS RECEIVED WERE FAVORABLE.**

UPON MOTION duly made and seconded, the Board approved City Council Bill No. 10-0625 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

Mayor's Office of Employment - Agreements  
and Community Development (MOED)

The Board is requested to approve and authorize execution of the following agreements:

1. **BALTIMORE CITY BOARD OF SCHOOL COMMISSIONERS (BCBSC)/  
W.E.B. DuBOIS HIGH SCHOOL** **\$270,666.00**

Account: 5000-501311-6398-667505-601002

MOED has received a grant from the BCBSC to support the implementation of strategies to improve academic, social, and career pathway outcomes of 11<sup>th</sup> and 12<sup>th</sup> grade students attending W.E.B. DuBois High School. The period of the agreement is September 1, 2010 through June 30, 2011.

This agreement is late because more time than anticipated was necessary to reach a comprehensive understanding that was agreeable by both parties.

2. **HAWKEYE CONSTRUCTION, L.L.C** **\$ 27,790.00**

Account: 4000-807511-6310-680005-603051

The organization will provide Weatherization Technician training for seven incumbent workers under the Workforce Investment Act supported by Customized Training Program. The period of the agreement is April 11, 2011 through October 21, 2011.

**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 agreements.

## MINUTES

Law Department - Claim Settlements

The Board is requested to approve and authorize execution of the Settlement Agreement and Release for the following claims. The settlements have been reviewed and approved by the Settlement Committee of the Law Department.

1. David Harris v. Officer Keith Perry,  
et al. \$75,000.00
2. Jason Dominey v. Officer Jeffrey  
Featherstone, et al. \$30,000.00

Account: 1001-000000-2041-195500-603070

UPON MOTION duly made and seconded, the Board approved and authorized execution of the settlement agreement and release agreements.

**MINUTES**

Fire Department - Governmental/Charitable  
Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a governmental/charitable solicitation application that has been approved by the Board of Ethics of Baltimore City for the donation of new and used items for the City Firehouses. The period of the campaign will be effective upon Board approval through December 21, 2011.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The Board of Ethics of Baltimore City approved the application on February 15, 2011. The Department will solicit donations of new and used equipment that will be used in the City Firehouses.

Baltimore City Code Article 8, Section 6-26, prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that are for the benefit of an official governmental program or activity, or a City-endorsed charitable function or activity that has been pre-approved by the Ethics Board. Ethics Regulation 96.26B sets out the standards for approval, which includes the requirement that the program, function, or activity to be benefited and the proposed solicitation campaign must be endorsed by the Board of Estimates or its designees.

**(FILE NO. 57133)**

UPON MOTION duly made and seconded, the Board approved the governmental/charitable solicitation application.

**MINUTES**

Department of Recreation and Parks - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the M&R Bartee Basketball Officials Association. The period of the agreement is effective upon Board approval through December 31, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$9,750.00 - 6000-677911-4791-371303-603026

**BACKGROUND/EXPLANATION:**

The M&R Bartee Basketball Officials Association will coordinate the assignment of certified officials for various basketball leagues, including but not limited to the Baltimore Neighborhood Basketball League, the Summer Basketball Leagues and Midnight Madness.

**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 M&R Bartee Basketball Officials Association.

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

1097 - 1098

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

## MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
1. <b>\$ 10,000.00</b> Rec. & Parks 25 <sup>th</sup> Series	9938-905793-9475 Reserve - Citywide Park Maintenance	9938-904793-9474 Active - Citywide Park Maintenance

This transfer will provide funds to cover the costs associated with Change Order No. 3 for Roosevelt Park Site Improvements under Contract RP 07825.

2. <b>\$ 48,684.55</b> Rec & Parks 25 <sup>th</sup> Series	9938-902745-9475 Reserve - Major Park Improvements FY 08	9938-901723-9474 Active - Major Park Improvements FY 07
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This transfer will provide funds to cover the costs associated with Change Order Nos. 20, 21 & 23 for Cylburn Arboretum Orientation and Education Center project under Contract BP-06822R and reconcile the account's deficit.

3. <b>\$ 38,086.99</b> Rec. & Parks 25 <sup>th</sup> Series	9938-902745-9475 Reserve - Major Park Improvements FY 08	9938-901728-9474 Active - Cylburn Arboretum Master Plan
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This transfer will provide funds to cover the costs associated with Change Order No. 22 for Cylburn Arboretum Orientation and Education Center project under Contract BP-06822R and reconcile the account's deficit.

(FILE NO. 57076)

**MINUTES****TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
4. <b>\$ 50,000.00</b> 28 <sup>th</sup> Comm. Dev.	9910-904979-9587 Reserve - East Baltimore Redevelopment	9910-904419-9588 EBDI Demolition

This transfer will provide funds to demolish four properties on East Biddle Street. The properties are owned by the City and will be demolished by East Baltimore Development Incorporated.

**MINUTES**Department of General Services - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 2140 N. Fulton Avenue	Joseph H. Brown, Jr. Funeral Home, P.A.	One single face electric sign 4' x 3'4"
Annual Charge: \$ 70.30		
2. 228 W. Lexington Street	The Harry and Jeanette Weinberg Foundation, Inc.	One double face electric sign 10' x 3'
Annual Charge: \$210.00		
3. 2840 O'Donnell Street	Anastasia Vasilakopoulos	Outdoor seating 75' x 8'6" on balcony, extended seating on sidewalk 47' x 7 ½'
Annual Charge: \$12,400.00		
4. 2220 Saint Paul Street	The Lab School of Washington	Service connection two 4" conduits at 10'
Annual Charge: \$70.30		
5. 1811 Pennsylvania Avenue	Chong Muk Pak	Retain cornice sign two gooseneck lights
Annual Charge: \$70.40		

## MINUTES

DGS - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6. 3430 2 <sup>nd</sup> Street	Baltic Properties, LLC	Awning 13' x 5'

Annual Charge: \$136.50

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

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

**MINUTES**

Department of General Services - Right-of-Entry Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a right-of-entry agreement with A. H. Gardner & Son, Inc., grantor.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Department of Transportation wishes to enter onto the property known as 2209 South Newkirk Street, as part of TR 05032, Reconstruct South Newkirk Street from Keith Avenue to Boston Street.

The Department will enter the property to perform roadway upgrades to a portion of South Newkirk Street. The City contractor will need to install new driveway aprons on the property, all of this work will be performed at no cost to the property owner.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the right-of-entry agreement with A. H. Gardner & Son, Inc., grantor.

**MINUTES**

Department of General Services - Right-of-Entry Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a right-of-entry agreement with Bestway Transport, Inc., grantor.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Department of Transportation wishes to enter onto the property known as 1717 South Newkirk Street, as part of TR 05032, Reconstruct South Newkirk Street from Keith Avenue to Boston Street.

The Department will enter the property to perform roadway upgrades to a portion of South Newkirk Street. The City contractor will need to install new driveway aprons on the property, all of this work will be performed at no cost to the property owner.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the right-of-entry agreement with Bestway Transport, Inc., grantor.

**MINUTES****TRAVEL REQUESTS**Department of Housing and Community Development

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1. Carol Amanze Joyce Nance- Frierson Romilla David	2011 National Grants Management Assoc. Annual Training Conf. Hershey, PA May 1 - 4, 2011 (Reg. Fee \$855.00 ea.)	CDBG Funds	\$4,826.83

The subsistence rate for this location is \$157.00 per day. The hotel rate is \$159.00 per night not including occupancy taxes in the amount of \$52.47 per day. The Department is requesting an additional \$2.00 per day to cover the additional hotel costs and \$40.00 per day for meals and incidental expenses. The Department has paid the registration for each of the attendees on EA # 000061876, EA000061975, and EA000062086. All expenses are included in the total. The disbursement to the attendees will be as follows:

Carol Amanze	\$747.56
Joyce Nance-Frierson	\$749.60
Romilla David	\$764.49

Mayor's Office of Human Services, Homeless Services Program

2. Michael LaBua	2011 HAPPY Soft- ware Users Conf. Orlando, FL May 8 - 11, 2011 (Reg. Fee \$595.00)	HOPWA 2009	\$1,391.80
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**MINUTES**Baltimore Police Department**TRAVEL APPROVAL/REIMBURSEMENTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
3. James A. Lloyd Daniel T. Nicholson	Investigative Travel Fort Lauderdale, FL July 17 - 20, 2010	General Funds	\$2,040.26

Messers. Lloyd and Nicholson traveled to Fort Lauderdale, FL for investigative purposes. The subsistence rate for this location at the time of travel was \$188.00 per day. The Department issued Check No. 15592 to Mr. Lloyd in the amount of \$1,927.26. All of the expenditures were paid by Mr. Lloyd. The expenses totaled \$2,040.26; therefore the Board is requested to approve a reimbursement of \$113.00 to Mr. Lloyd.

The Board is requested to approve the use of a rental car in accordance with AM-240-8, Official City business at the event site required extensive trips, tours, or other unusual but necessary land travel. A rental car was necessary to transport the investigators to interviews while in Fort Lauderdale FL.

James A. Lloyd and  
Daniel T. Nicholson

**Actual Expenditure**  
\$ 702.80 Airfare  
936.00 Hotel/MI&E  
102.96 Occup. Taxes  
113.00 Parking/Fuel  
185.50 Rental Car  
\$2,040.26

The Police Department was unable to meet the requirements of travel procedures outlined in the Administrative Manual, Section 240 and regrets the late submission of this request. The request for travel approval is late due to a delay in the administrative process.

**MINUTES**Baltimore Police Department - cont'd**TRAVEL REIMBURSEMENTS**

<u>Name</u>	<u>Attended</u>	<u>Fund Source</u>	<u>Amount</u>
4. Francis A. Chiafari Mohammed A. Majid	63 <sup>rd</sup> American Academy of Forensic Sciences Chicago, IL February 20 - 27, 2011	Cover- dell 09 Grant	\$3,104.59

Messers. Chiafari and Majid traveled to Chicago, IL to present a paper on behalf of the Department titled, "Identification of  $\gamma$ -hydroxybutyrate (GHB),  $\gamma$ -butyrolactone (GBL) and 1,4-butanediol (1,4-BP) by trimethylsilyl derivatization". The subsistence rate for this location at the time of travel was \$199.00 per day.

Francis A. Chiafari	<b>Actual Expenditure</b>
	\$ 249.40 Airfare
	866.39 Hotel/MI&E
	100.74 Occup. Taxes
	154.00 Parking/Fuel
	725.00 Registration
<b>Total</b>	<b>\$2,095.53 Reimbursement to Mr. Chiafari</b>

**MINUTES**Baltimore Police Department - cont'd**TRAVEL REIMBURSEMENTS**

Mohammed A. Majid	<b>Actual Expenditure</b>
	\$ 259.94 Hotel/MI&E
	24.12 Occup. Taxes
	<u>725.00</u> Registration
<b>Total</b>	<b>\$1,009.06 Reimbursement to Mr. Majid</b>

The Police Department was unable to meet the requirements of travel procedures outlined in the Administrative Manual, Section 240 and regrets the late submission of this request. The request for travel approval is late due to a delay in the administrative process.

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

**MINUTES**

Department of Transportation - Funding Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a funding agreement with Baltimore Heritage, Inc. (BHI). The period of the agreement is effective upon Board approval for three years.

**AMOUNT OF MONEY AND SOURCE:**

\$158,000.00 - 9950-911200-9527-900010-703032

**BACKGROUND/EXPLANATION:**

The funding agreement will be for the purpose of documenting historic resources related to the Red Line Transit project in the western section of the Rt. 40 corridor.

On December 22, 2010, the Board approved a funding agreement (SHA Agreement) with the Maryland State Highway Administration (SHA) for funding under the Transportation Enhancements Program (TEP). The funding agreement resulted from the application by the BHI to the SHA in March, 2008. Under the TEP, a non-governmental organization must have its application sponsored and administered by a local government agency.

The SHA Agreement provides that the BHI will undertake activities such as, but not limited to: (1) establishing a database of historic sites; (2) creating a web-based interactive map of historic sites; (3) developing and producing print history pieces on two National Register neighborhoods; (4) developing and producing web history pieces on two National Register neighborhoods; (5) selecting, documenting, and listing historic sites in the American Architects Database and in Maryland Inventory; (6) designing and producing a printed brochure and guide to the historic resources around Red Line transit stops; (7) designing and producing a web-based brochure and guide to the historic resources around Red Line transit stops; (8) selecting, documenting, and listing at least two neighborhoods to the National Register of Historic Places; (9) selecting, documenting, and listing at least two buildings to

**MINUTES**Department of Transportation - cont'd

Baltimore's Historic Landmarks list; (10) conducting heritage tours in six neighborhoods along the Red Line corridor; and (11) developing a historic resources presentation on the areas studied to be used at community events and neighborhood meetings.

Under the SHA agreement and this funding agreement with the BHI, the City will review technical products produced by the BHI, provide technical assistance and project reporting activities to the SHA, and reimburse the BHI in three installments totaling \$158,000.00 upon completion of progress reports and satisfactory completion of all work required under the SHA agreement.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**(FILE NO. 57223)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the funding agreement with Baltimore Heritage, Inc. The Mayor **ABSTAINED.**

**MINUTES**

Health Department - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the Johns Hopkins University (JHU)/Bloomberg School of Public Health. The period of the agreement is June 15, 2010 through June 14, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$37,000.00 - 6000-621209-3030-656405-603051

**BACKGROUND/EXPLANATION:**

The JHU's Bloomberg School, Office of Practice and Training will work with the Department to provide project evaluation services, as it relates to the Robert Wood Johnson Foundation-funded project titled "Quality Improvement in the City's Health Department".

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

**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 Johns Hopkins University/Bloomberg School of Public Health. The President

**ABSTAINED.**

**MINUTES**

Health 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 Maryland State Department of Health and Mental Hygiene (DHMH). The period of the MOU is January 1, 2011 and will remain in effect until it is terminated by either party.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Health Department under the Maryland Medical Assistance Program agrees to comply with all regulations contained in COMAR 10.09.50, Early and Periodic Screening, Diagnosis and Treatment for Health-Related and Health-Related Early Intervention Services; agrees to comply with any other applicable regulations, transmittals and guidelines issued by the Program or the DHMH. In addition, the Department will comply with all regulations contained in COMAR 10.09.52, Service Coordination for Children with Disabilities and, with COMAR 10.09.25, Transportation Services under the Individuals with Disabilities Education Act. The Department will also ensure employees who render school-health related services, health-related early intervention services service coordination, and transportation meet the appropriate licensure or certification requirements for their profession.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with the Maryland State Department of Health and Mental Hygiene.

**MINUTES**

Health Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay Social Solutions Global, Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$5,100.00 - 4000-427710-3040-278101-605008

**BACKGROUND/EXPLANATION:**

In May 2008, the Department's Ryan White Office entered into a contract with Social Solutions Global, Inc. to develop a web-based data collection application to support new program requirements imposed by the Health Resources and Service Administration, HIV/AIDS Bureau. The web-based application completed acceptance testing and went live in August, 2009. Since that time, there have been several program and/or requirement changes that required changes to the application. In addition, the Ryan White Office has implemented several system modifications to address improved data collection, stream-lining of the modules interface, and creation of administrative reporting capacities.

Whenever possible the Ryan White program does request either a new contract or purchase order before services are performed. It is those occurrences where the office is responding to an immediate federal requirement of reporting; that due to the scheduling of programming resources at Social Solutions Global, Inc. a request is made for services before obtaining a new contract or purchase order.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay Social Solutions Global, Inc.

**MINUTES**

Health Department - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the Johns Hopkins University. The period of the agreement is September 30, 2010 through September 29, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$25,246.00 - 4000-422611-3030-271500-603051

**BACKGROUND/EXPLANATION:**

The Johns Hopkins University will provide STD Surveillance Network Services. The funds will be used to hire a Principal Investigator and a Computer Programmer Analyst. The Principal Investigator will be responsible for attending the annual and semi-annual meetings and will represent the project on any required conference calls. The Computer Programmer Analyst will provide assistance on developing routine queries for the project as well as assisting with queries designed to ensure data integrity.

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

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the and authorized execution of the agreement with the Johns Hopkins University. The President **ABSTAINED.**

**MINUTES**

Department of Housing and - Grant Award  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of additional emergency funds from the U.S. Department of Health and Human Services. The Board is also requested to approve and authorize execution of the agreement and declaration of covenants and restrictions. The period of the grant award is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$600,000.00 - 4000-486311-6051-516200-603058

**BACKGROUND/EXPLANATION:**

The grant funds will support major renovations at the St. Francis Xavier Head Start Program. St. Francis Xavier's Head Start Program currently owns and provides services at 1427 N. Caroline Street, a center-based, full day, part year program for 215 children. The site is comprised of classrooms, administrative offices, and storage. The Oliver Community Center, a multi-purpose site with classrooms and offices, is leased by St. Francis Xavier Head Start Program for \$25,000.00 per year. This site is also center-based, full day, part year, and services 86 children.

This year, the State of Maryland Office of Parole and Probation has made the decision to offer services at the Oliver Community Center to violent offenders. The close proximity of this program to the Head Start children and families poses an increase risk to their safety. While the St. Francis Xavier Head Start Program has taken extra precautions to maintain a division between the State and the Head Start program, the proximity of this program and the offenders it serves on a daily basis continues to present a risk.

**MINUTES****PERSONNEL**Health Department

	<u>Hourly Rate</u>	<u>Amount</u>
<u>DHCD - cont'd</u>		

The St. Francis Xavier Board of Directors and Policy Committee approved relocating from the Oliver Community Center and renovating the site located at 1415 N. Caroline Street for the sole purpose of providing Head Start services. All 301 Head Start children and families of the St. Francis Head Start Center will be served in one safe and secure facility away from violent offenders. The facility will be used for Head Start services even if the current delegate agency does not remain the same in the future.

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

UPON MOTION duly made and seconded, the Board approved the acceptance of additional emergency funds from the U.S.

Department of Health and Human Services. The Board approved and authorized execution of the agreement and declaration of covenants and restrictions. The President **ABSTAINED**.

**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 Rev. Horace Smith, developer, for the sale of the property located at 1119 Poplar Grove Street.

**AMOUNT OF MONEY AND SOURCE:**

\$5,000.00 - sale price

**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 the vacant building into transitional housing for ex-offenders. The developer plans to invest approximately \$105,370.00 into this project. The property is being sold at market value.

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

**MBE/WBE PARTICIPATION:**

The property is not subject to Article 5, Subtitle 28 of the Baltimore City Code because they 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 Rev. Horace Smith, developer, for the sale of the property located at 1119 Poplar Grove Street.

**MINUTES**

Department of Housing & Community Development - HOME Loan

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a HOME Investment Partnerships Program Community Housing Development Organization (CHDO) Operating Expense Loan to TRF-Development Partners-Baltimore, LLC.

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

**AMOUNT OF MONEY AND SOURCE:**

\$25,000.00 - 9910-907992-9610  
(not to exceed)

**BACKGROUND/EXPLANATION:**

The Cranston-Gonzalez National Affordable Housing Act of 1990 created the federally funded HOME Investments Partnership Program. The HOME Program created the non-profit entity called a Community Housing Development Organization (CHDO), with the specific purpose of carrying out elements of the participating jurisdiction's housing strategy.

The TRF-Development Partners-Baltimore, LLC was certified as a CHDO on March 4, 2009.

The policy of the City's HOME Program stipulates that the CHDO's operating expense loans must be tied to a specific housing development project, which will assist in defraying the additional costs to the organization. The TRF-Development Partners-Baltimore, LLC agrees by the acceptance of the CHDO Operating Expense Loan that at a minimum it will continue to develop a viable HOME project known as the TRF-Oliver Phase 1A. The 20 unit substantial rehabilitation project is located in the Oliver neighborhood and must be completed within 24 months of loan closing. If the borrower does not commence a HOME project

**MINUTES**

DHCD - cont'd

within the 24 months, the operating expense loan funds advanced will become a fully amortizing loan to be repaid in equal monthly installments over a two year period commencing at the end of the 24 month period, with interest equal to the prime rate of interest declared by the United States Treasury plus four percent. The TRF-Development Partners-Baltimore, LLC will substantially rehabilitate 20 existing for sale homeownership units for households whose incomes do not exceed 80% of the area median income, adjusted for family size.

LOAN TERMS AND REPAYMENT

A. Interest Rate

During the operating loan period the interest rate will be 0% per annum on sums advanced.

B. Term

The operating loan period will not exceed 24 months.

C. Repayment

The TRF-Development Partners-Baltimore, LLC (Borrower) has begun the development of the TRF Preston Place 1A, 20 units of rehabilitated homes sold to first-time homebuyers. This project is tied to this operating expense loan such that the HOME requirement of having a HOME project being developed within 24 months of closing on the operating expense loan (Closing Window) is met. Then the outstanding principal balance of the operating expense loan will be forgiven at project completion.

**MBE/WBE PARTICIPATION:**

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

## MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 25,000.00	9910-902985-9587	9910-907992-9610
Federal	Reserve	TRF-Development
HOME FY 2009	HOME FY 2009	Partners

This Transfer will provide HOME funds to TRF-Development Partners-Baltimore, LLC for the rehabilitation of housing units in the Oliver neighborhood.

**(FILE NO. 54662)**

UPON MOTION duly made and seconded, the Board approved the HOME Investment Partnerships Program Community Housing Development Organization Operating Expense Loan to TRF-Development Partners-Baltimore, LLC. The Board further authorized the Commissioner of the Department of Housing and Community Development to execute any and all documents necessary to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law. The transfer of funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

## MINUTES

PROPOSALS AND SPECIFICATIONS

1. Department of Transportation - TR 11300, Resurfacing  
Highways at Various  
Locations, Northeast-Sector I  
**BIDS TO BE RECV'D: 05/11/2011**  
**BIDS TO BE OPENED: 05/11/2011**
  
2. Department of Transportation - TR 11301, Resurfacing  
Highways at Various Locations,  
Northwest-Sector II  
**BIDS TO BE RECV'D: 05/11/2011**  
**BIDS TO BE OPENED: 05/11/2011**

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

**MINUTES**

Department of Housing and - Consultant Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with The Mosaic Group, Inc. The period of the agreement is effective upon Board approval, with a completed report submitted by July 31, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$28,000.00 - 4000-486311-6051-452239-603026

**BACKGROUND/EXPLANATION:**

The purpose of the agreement is to provide funds based on a one-time award to conduct certain activities to determine community strengths and needs through a comprehensive community assessment.

**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 agreement with The Mosaic Group, Inc.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the property located at 1635 N. Monroe Street by gift from Mr. Ronald Price, owner, **SUBJECT** to any outstanding municipal liens other than current water bills.

**AMOUNT OF MONEY AND SOURCE:**

Mr. Price agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. No City funds will be expended.

**BACKGROUND/EXPLANATION:**

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

Mr. Price has offered to donate title to the property at 1635 N. Monroe Street. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 1635 N. Monroe Street are itemized as follows:

Cumulative Real Property Taxes 2010-2011

Total Tax	\$714.00
Interest/Penalties	12.99
Other	0.00
Tax Sale Interest	0.00
Multi Family Dwelling	0.00
Metered Water (Tax Sale)	0.00
Rental Registration	<u>0.00</u>
Total Municipal Liens	<b>\$726.99</b>

## MINUTES

DHCD - cont'd

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

UPON MOTION duly made and seconded, the Board approved the acquisition of the property located at 1635 N. Monroe Street by gift from Mr. Ronald Price, owner, **SUBJECT** to any outstanding municipal liens other than current water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the property located at 2027 E. Hoffman St. by gift from Mr. Naser Maghsadi, owner, **SUBJECT** to any outstanding municipal liens other than current water bills.

**AMOUNT OF MONEY AND SOURCE:**

Mr. Maghsadi agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. No City funds will be expended.

**BACKGROUND/EXPLANATION:**

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

Mr. Maghsadi has offered to donate title to the property at 2027 E. Hoffman St. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 2027 E. Hoffman St. are itemized as follows:

Cumulative Real Property Taxes 2010-2011

Total Tax	\$71.40
Interest/Penalties	0.00
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	0.00
Multi Family Dwelling	0.00
Rental Registration	<u>0.00</u>
Total Municipal Liens	<b>\$71.40</b>

## MINUTES

DHCD - cont'd

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

UPON MOTION duly made and seconded, the Board approved the acquisition of the property located at 2027 E. Hoffman St. by gift from Mr. Naser Maghsadi, owner, **SUBJECT** to any outstanding municipal liens other than current water bills.

**MINUTES**

Mayor's Office of Human Services/ - Grant Agreement  
Homeless Services Program

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a grant agreement with Health Care for the Homeless, Inc. The period of the agreement is March 1, 2011 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$67,071.00 - 1001-000000-3573-267800-603051

**BACKGROUND/EXPLANATION:**

The organization will manage and provide case management services to formerly homeless individuals housed in the housing first model to ensure stability. As new subsidies become available, new clients will be added to the caseload to receive ongoing case management. The case managers will develop individualized service plans, facilitate access to public benefits, and effectively link clients with health-related services and educational/employment opportunities.

**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 grant agreement with Health Care for the Homeless, Inc.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

1. MID-ATLANTIC WASTE SYSTEMS,	\$20,000.00	
TIPCO TECHNOLOGIES, INC.,	15,000.00	
LEWIS-GOETZ AND COMPANY, INC.	5,000.00	
	<u>\$40,000.00</u>	Low Bid

Solicitation No. B50001873 - Sewer Cleaning Equipment -  
Department of Public Works - Req. No. R568029

The period of the award is March 31, 2011 through March 31,  
2012 with two 1-year renewal options.

2. VIRGINIA CONTRACTORS SUPPLY	\$39,585.00	Low Bid
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Solicitation No. B50001907 - Gas Powered Generators -  
Department of Transportation - Req. No. R570691

3. THE GARRISON COMPANY	\$17,079.00	Renewal
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Solicitation No. B50001317 - Mowing and Landscape Service -  
Enoch Pratt Free Library - Req. No. R536652

On March 17, 2010, the Board approved the initial award in the  
amount of \$17,079.00. The award contained four 1-year renewal  
options at the sole discretion of the City. The period of the  
renewal is April 5, 2011 through April 4, 2012, with three 1-  
year renewal options remaining.

4. SOUTHEASTERN EMERGENCY EQUIPMENT	\$19,900.00	
PROPAC, INC.	17,838.00	
	<u>\$37,738.00</u>	Multiple Award

Solicitation No. B50001899 - Tents - Department of  
Transportation - Req. No. R570265

5. ELLIOTT & FRANTZ, INC.	\$37,400.00	Low Bid
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Solicitation No. B50001892 - Milling Machine Teeth -  
Department of Transportation - Req. No. R570737

The period of the award is April 1, 2011 through March 31,  
2012, with two 1-year 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

6. RENOLD, INC.	\$43,556.00	Sole Source
Solicitation No. 08000 - Renold/Carter Drive Parts - Department of Public Works - Req. No. R570892		

This requirement is for parts compatible with the installed equipment, and the vendor is the sole authorized supplier and repairer of these products.

7. CI TECHNOLOGIES, INC.	\$76,000.00	Sole Source
Solicitation No. 08000 - IAPro Upgrade - Police Department - Req. No. R572125		

The vendor is the manufacturer and sole distributor of the IAPro officer alert system in use by the Police Department.

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

8. MCENROE VOICE & DATA CORPORATION	\$30,567.00	Sole Source
Solicitation No. 08000 - Interview Room A/V Upgrade - Police Department - Req. No. R569949		

The iRecord Pro systems are currently the standardized system used throughout the Police Department, and this is the only vendor authorized to sell and install this equipment and its associated software.

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.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

## 9. HERSEY METER REPAIR

PARTS	\$350,000.00	Renewal
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Solicitation No. B50001084 - Hersey Meter Repair Parts -  
Department of Public Works, Bureau of Water and Wastewater -  
P.O. No. P508652

On June 17, 2009, the Board approved the initial award in the amount of \$350,000.00. On December 22, 2010, the Board approved an increase in the amount of \$275,000.00. The award contained one 2-year renewal option at the sole discretion of the City. This renewal in the amount of \$350,000.00 is for the period July 1, 2011 through June 30, 2013, with no renewal options remaining.

**MWBOO GRANTED A WAIVER.**10. ALLIED WASTE SERVICES \$100,000.00 Renewal

Solicitation No. BP-07192 - Refuse Collection and Disposal for  
Baltimore Convention Center - Baltimore Convention Center -  
P.O. No. P513841

On July 11, 2007, the Board approved the initial award in the amount of \$348,198.00. The award contained three 1-year renewal options at the sole discretion of the City. This is the second renewal in the amount of \$100,000.00 for the period July 1, 2011 through June 30, 2012, with one 1-year renewal option remaining.

**GOALS WERE SET AT 13% MBE AND 6% WBE.**

**MBE:** L&J Construction 13%

**WBE:** A2Z Environmental Group 6%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|---|--------------|---------|
| 11. AIRGAS EAST, INC.   | \$100,000.00 | Renewal |
| Solicitation No. B50000999 - Medical Grade Oxygen - Fire Department - Req. Nos. Various |              |         |

On May 6, 2009, the Board approved the initial award in the amount of \$50,000.00. The award contained three 2-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This renewal in the amount of \$100,000.00 is for the period May 4, 2011 through May 3, 2013, with two 2-year renewal options remaining.

**MWBOO GRANTED A WAIVER.**

- |  |              |         |
|--|--------------|---------|
| 12. THE TRI-M GROUP, LLC   | \$400,000.00 | Renewal |
| Solicitation No. B50000404 - High and Medium Voltage Electric Systems - Agencies - Various - Req. Nos. Various |              |         |

On May 14, 2008, the Board approved the initial award in the amount of \$200,000.00. The award contained two 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This renewal in the amount \$400,000.00 is for the period May 14, 2011 through May 13, 2012 with one 1-year renewal option remaining.

**MWBOO SET GOALS OF 8% MBE AND 3% WBE.**

**MBE:** AM & Son Electric, LLC                   8%  
**WBE:** Ideal Electric Supply, Inc.       3%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## 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

## 13. GONE SWIMMING

POOLS, INC.	\$500,000.00	Increase
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Solicitation No. B50000824 - Provide Swimming Pool Maintenance and Repair Services - Department of General Services - P.O. No. P505752

On December 17, 2008, the Board approved the initial award in the amount of \$771,750.00. Due to an increase in usage an increase in the amount of \$500,000.00 is necessary making the total award amount \$1,271,750.00.

## 14. MARCOR

ENVIRONMENTAL, LP	\$ 0.00	Extension
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Solicitation No. 06000 - Cleaning of Middle Branch Area of Patapsco - Department of Public Works, Bureau of Solid Waste - P.O. No. P503093

On March 8, 2006, the Board approved the initial award in the amount of \$100,000.00. The award contained an option to renew at the sole discretion of the City. Subsequent actions have been approved. A new solicitation for this requirement B500018998 was advertised with bids due on April 13, 2011. This extension is necessary to allow time to evaluate the bids, award a contract and provide sufficient transition period if required. The period of the extension is April 13, 2011 through June 12, 2011.

## 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

- |   |              |          |
|---|--------------|----------|
| 15. WASTE EQUIPMENT SALES<br>& SERVICE, LLC   | \$500,000.00 | Increase |
| Solicitation No. B50001524, OEM Parts and Service for FUSO<br>Mitsubishi Trucks - Department of General Services - PO. No.<br>P514834 |              |          |

On August 18, 2010, the Board approved the initial award for the amount of \$225,000.00. An increase in the amount of \$500,000.00 is needed because of a higher than anticipated demand for parts and services under this contract, and to increase the contingency inventory. This increase makes the total award amount \$725,000.00.

**MWBOO GRANTED A WAIVER.**

- |   |              |         |
|---|--------------|---------|
| 16. LEHIGH OUTFITTERS, LLC  | \$175,000.00 | Renewal |
| Solicitation No. B50000403, Safety Shoes - Department of<br>Finance - PO. No. P502695 |              |         |

On April 30, 2008, the Board approved the initial award in the amount of \$236,429.00. Subsequent approvals have been made. The first of two renewal options is requested to cover the period of May 1, 2011 through April 30, 2012.

**MWBOO GRANTED A WAIVER.**

- |   |                |                           |
|---|----------------|---------------------------|
| 17. BALTIMORE GAS AND<br>ELECTRIC COMPANY   | \$2,100,000.00 | Sole Source/<br>Agreement |
| Solicitation No. B50001911, Requirement for Street Light<br>Rehabilitation - Department of Transportation - Req. No.<br>R556430 |                |                           |

The Board is requested to approve and authorize execution of an agreement with the Baltimore Gas and Electric Company. The period of the agreement is effective upon Board approval for one year.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

The Baltimore Gas and Electric Company has a proprietary obligation to provide designated services, and no other company is able to provide them at this time. The prices are set in accordance with the Retail Electric Service Tariff approved by the Maryland Public Service Commission.

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.

**(FILE NO. 57226)**

- |  |              |         |
|--|--------------|---------|
| 18. PITNEY BOWES, INC.<br>Contract No. 001B7900227, Postage Meter Lease - State's Attorney Office - Req. No. R568647 | \$ 52,920.00 | Renewal |
|--|--------------|---------|

On April 30, 2008, the Board approved the initial award for the amount of \$236,429.00. Subsequent approvals have been made. The first of two renewal options is requested to cover the period of May 1, 2011 through April 30, 2012.

**(FILE NO. 57040)**

- |   |     |                          |
|---|-----|--------------------------|
| 19. ENERGY ANSWERS BALTIMORE HOLDING, LLC<br>ENERGY ANSWERS BALTIMORE, LLC<br>ENERGY ANSWERS INTERNATIONAL, INC.                              | N/A | Power Purchase Agreement |
| Baltimore Regional Cooperative Purchasing Committee Contract P-017, Power Purchase Agreement - Department of General Services - Req. No. TBDL |     |                          |

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

The Board is requested to approve and authorize execution of a Power Purchase Agreement with Energy Answers Baltimore Holding, LLC, Energy Answers Baltimore, LLC, and Energy Answers International, Inc. The period of the agreement is effective upon Board approval for ten years.

This contract will enable a long-term hedge purchase of electricity for the Baltimore Regional Cooperative Purchasing Committee (BRCPC) group as a part of the overall BRCPC electricity procurement plan. The Baltimore County Purchasing Division is the lead jurisdiction for this procurement for the 20 participating BRCPC jurisdictions.

**(FILE NO. 57225)**

UPON MOTION duly made and seconded, the Board approved the Informal awards, renewals, increases to contracts and extensions. The Board also approved and authorized execution of the agreement with the Baltimore Gas and Electric Company (item no. 17) and the agreement with Energy Answers Baltimore Holding, LLC, Energy Answers Baltimore, and Energy Answers International, Inc. (item no. 19.). The Mayor **ABSTAINED** on item no. 10. The President **ABSTAINED** on item. no. 9. The Comptroller **ABSTAINED** on item nos. 10 and 12.

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:

1135

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

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

- |   |   |              |
|---|---|--------------|
| 1. B50001770, Provide Van<br>Transportation | Higher Ground<br>Transportation<br>Services, Inc. | \$ 31,622.00 |
|---|---|--------------|

**MWBOO GRANTED A WAIVER.**

- |   |                    |               |
|---|--------------------|---------------|
| 2. B50001857, Emergency<br>Medical Services<br>Vehicles-¾ Ton SUV<br>Type | Criswell Chevrolet | \$ 245,660.00 |
|---|--------------------|---------------|

**MWBOO GRANTED A WAIVER.**

**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

**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.

## MINUTES

BDC - cont'd

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

**(FILE NO. 55787)**

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

**MINUTES**Baltimore Development Corporation - Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a lease agreement with Elijah E. Cummings, tenant, for the rental of a portion of the property known as 2901 Druid Hill Park Drive, Suites 203, at the Business Center at Park Circle, consisting of approximately 633 square feet. The period of the agreement is January 01, 2011 through December 31, 2012, with one two-year renewal option.

**AMOUNT OF MONEY AND SOURCE:**

<u>Year</u>	<u>Annual Rent</u>	<u>Monthly Installments</u>
First	\$ 8,544.48	\$ 712.04
Second	\$ 8,886.26	\$ 740.52

The tenant will have the option to renew for one additional two-year term. The annual rent will be increased annually by an amount equal to 4% of the annual rent each year of the renewal term beginning with the anniversary date of the lease.

**BACKGROUND/EXPLANATION:**

This office will be used as a campaign business office. The total rent for the initial term is \$8,544.48, payable by the Tenant in equal monthly installments of \$712.04.

The space is leased on an "As Is" basis and does not require the Landlord to make any modifications. Tenant shall be responsible for any improvements or build-out of the premises.

All other Landlord services such as utilities, limited janitorial services, maintenance, and repairs to the premises are included in initial base rent.

**MINUTES**

Baltimore Development Corporation - cont'd

In addition, Tenant is obligated to maintain and keep in force general public liability, contractual liability and property damage insurance protection for the premises and name the City as additionally insured under said insurance policies.

**(FILE NO. 57224)**

UPON MOTION duly made and seconded, the Board approved the and authorized execution of the lease agreement with Elijah E. Cummings, tenant, for the rental of a portion of the property known as 2901 Druid Hill Park Drive, Suites 203, at the Business Center at Park Circle, consisting of approximately 633 square feet.

MINUTES

PERSONNEL MATTERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

1141 - 1143

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

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

## MINUTES

PERSONNELDepartment of General Services - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
1. <b>AZZA RIZKALLAH</b>	\$22.91	<b>\$42,000.00</b>

Account: 2051-000000-1981-194600-601009

Ms. Rizkallah will work as a Capital Contracts Management Specialist. She will perform a wide variety of clerical and administrative duties. She will be working in the Fiscal Services Unit of the Department, performing contract administration duties. Ms. Rizkallah's duties will include, but are not limited to scheduling and attending meetings as well as preparing bid documents for the Indefinite Quality Contract Projects. She will be the liaison between contractor, architect and agency if there is a problem or issue with the project. In addition, she will prepare project payments, maintain financial records and write EARs and all change orders as well as assist in the preparation of the Capital Improvement Construction contracts and amend the contracts for approval. Ms. Rizkallah will schedule a walk through for each project completed and maintain an excel sheet for the On-Call designers as well as manage the records of the new On-Call architects and Civil Engineering Firms and prepare the Board of Estimates Submittal Sheets for projects. The period of the agreement is effective upon Board approval for one year.

2. <b>GEORGE F. DIETSCH</b>	\$20.00	<b>\$24,000.00</b> <b>Not-to-exceed</b>
-----------------------------	---------	--

Account: 2030-000000-1890-189301-601009

Mr. Dietsch, retiree, will continue to work as a Procurement Contract Analyst. He will perform a variety of administrative tasks pertaining to procurement. He will attend various meetings on behalf of the Department with vendors, agency personnel and the Bureau of Purchases. He

**MINUTES****PERSONNEL**Department of Public WorksHourly RateAmount

will review current and existing Department contracts and make recommendations regarding the terms and contract structure improvements, assist in writing specifications, and other related services. The period of the agreement is effective upon Board approval for one year.

3. **SALVATORE L. MILIO** \$40.98 **\$49,185.52**

Account: 2071-000000-5471-400504-601009

Mr. Milio will work as a Senior Advisor for the Revenue Measurement and Billing Section where he will be responsible for recommending improvements to utility billing, meter reading, meter maintenance policies and procedures. He will also be responsible for recommending revenue enhancement opportunities and analyzing metered water and wastewater revenue and consumption statistics. In addition, he will prepare reports for the Acting Bureau Head as project manager on roll-out of automatic meter reading (AMR) technology and create training manuals and perform training to staff. The period of the agreement is effective upon Board approval for one year.

Baltimore Heritage Area

4. **SHAUNTEE DANIELS** \$24.65 **\$47,000.00**

Account: 5000-567011-6301-483500-601009

This salary shows a 4% increase from the previous contract period. Ms. Daniels will continue to work as an Administrator of Heritage Education and Outreach. Under this contract renewal, the additional job duties includes an increase in the number of subordinate Urban Ranger staff

## MINUTES

PERSONNELBaltimore Heritage Area - cont'd

from 12 to 16, and administrative support to the Director of Baltimore Heritage Area (BHA) addressing changing the BHA from a Mayoral entity to a quasi-agency of the City. Ms. Daniels will continue to be responsible for coordinating and supporting the activities of the BHA and other history, cultural and natural resource partners including attending and/or presenting at relevant education or tourism trade shows, fairs and events. She will also be responsible for recruiting, training, scheduling and supervising a pool of Urban Ranger guides for Heritage Walk, Mt. Vernon Cultural Walk, Pennsylvania Avenue Heritage Trail, and other priority trails in the BHA Trail System, and producing required training materials and handouts. In addition she will be responsible for maintaining financial, demographic, and statistical information on the trails for reporting and coordinating special event planning, organization and promotion. Ms. Daniels will create and maintain master constituent, mailing and e-mailing lists for the BHA; schedule meetings, distribute meeting notices and agenda, and complete minutes for meetings; maintain the BHA web presence and companion print materials which cooperatively market the BHA. Her duties will include organizing a minimum of three workshops for the BHA, and affinity groups and organizations and coordinating with K-12 school systems in the region to increase visitation sites. She will assist the Trails and Byways Manager with the animation of Baltimore's heritage trails with guided and self-guided tour opportunities, printed and web-based materials; etc. The period of the agreement is effective upon Board approval for one-year.

**MINUTES**

Office of the Mayor - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Baltimore City Foundation, Inc. (Foundation).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Foundation was incorporated on January 5, 1981 for the purpose of assisting the City in achieving its civic goals. The Foundation enables Baltimore City government to raise philanthropic resources that promote many of its health and human services priorities. In addition, the Foundation provides grants to nonprofits organizations that support youth and under-privileged Baltimore City residents. In conducting activities for the support or benefit of the City, and in receiving charitable contributions from private sources, the Foundation also promotes public/private collaboration for the good of the City.

**Current Relationship between the Foundation and the City**

The Foundation, with support and administrative assistance from the City, continues to conduct activities and receive contributions for programs that are carried out for charitable and educational purposes. Its mission of enhancing the quality of life for the citizens of Baltimore, and promoting many of the City's health and human services priorities by developing philanthropic resources, is advanced through its regular activities. Since the Foundation's incorporation, the City has maintained an active relationship with the Foundation. The City provides essential administrative support by interfacing with City agencies that manage programs funded by the Foundation and by maintaining records of the Foundation's work with City programs. At the present time, the City maintains exclusive accounting and record-keeping for the Foundation. The Foundation hires an outside audit firm to annually provide a financial audit.

## MINUTES

Office of the Mayor - cont'd

Philanthropic Relationship

The Foundation receives and will continue to receive charitable gifts, grants, and similar funds, which are held and will continue to be held by the Foundation and used to advance its charitable mission. As it has in the past, the Foundation will continue to review requests to establish accounts on behalf of City agencies. Once the accounts are established, the Foundation will receive charitable gifts, grants and similar funds on behalf of the City Agencies. The agencies may make requests to draw on those account funds, and duly authorized disbursements of such funds will be made by the Foundation.

The City and the Foundation will establish guidelines, recorded separately in the document entitled "Policies and Procedures Governing Solicitation, Receipt, and Use of Funds by the Baltimore City Government," for agencies to gain access to the beneficial status of the Foundation. The guidelines will cover, at a minimum, the following:

- Establishment of accounts with the Foundation
- Transaction processing
- Transaction approval
- Reporting process
- Process for monitoring outcomes
- Process for evaluating compliance by the agency

The guidelines will be incorporated by reference into this agreement. Maintaining the guidelines separately will permit the flexibility to update and modify the guidelines as conditions may suggest changes that are appropriate or necessary.

The Foundation will manage the assets deposited on behalf of City agencies. Interest earned on the assets will be utilized by the Foundation to cover administrative expenses and to provide grants to nonprofit organizations in Baltimore.

## MINUTES

Office of the Mayor - cont'd

Administrative and Financial Management Arrangement

The Foundation is an independent corporation, subject to Internal Revenue Service rules and regulations and State laws that impose or imply certain record keeping requirements. The Foundation is not a City agency. The Foundation must maintain a complete set of financial books and records. These books and records are the property of the Foundation.

Funds under the control of the Foundation are the property of the Foundation. Both the City and the Foundation acknowledge the City will often have a beneficial interest in the funds and the Foundation will be acting as a fiduciary, employing prudent and appropriate practices and procedures for safeguarding such resources until deployed for the intended purpose.

The Foundation was created primarily to serve the interest of the City government. For this reason, the City provides in-kind resources to the Foundation for the purpose of conducting the day-to-day financial business of the Foundation. City employees who are released to conduct the financial affairs of the Foundation (write checks, maintain records, etc.) will be responsible to the governing board of the Foundation or its designee to report to the Foundation regarding the work conducted on behalf of the Foundation. The City acknowledges the valuable contribution made by the Foundation in promoting the programs and activities that are designed to serve the interests of the residents of Baltimore, and commits to providing a sufficient amount of administrative staff to conduct the day-to-day business and affairs of the Foundation. The City's relationship with the Foundation will be the shared responsibility of the Finance Director and the Mayor's Chief of Staff or such other person employed in the Mayor's Office as the Mayor may designate.

## MINUTES

Office of the Mayor - cont'd

Office Space/Storage

The City will continue to provide reasonable office facilities and storage space to the Foundation, free of charge.

(FILE NO. 57227)

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

Mayor: "Additionally, today on the Board, we approved a new agreement with the Baltimore City Foundation that that will strengthen guidelines, policies and procedures for charitable contributions, transactions and expenditures. I want to thank Mr. Lenwood Ivey. Wave Mr. Ivey so that everyone can see the great President, thank you very much --

(Applause)

the President of the City Foundation for working with my administration on this new agreement. The Foundation does important work, providing charitable funding for important programs and services for the City's most vulnerable population.

## MINUTES

Office of the Mayor - cont'd

They also have a particular interest in providing funding for youth programs. I am very proud of the work of the Foundation, the leadership of the Foundation and the Board and I thank everyone of them for working hard on this new agreement, so we can move to the future of the Foundation with transparency and confidence and I am also glad that this new agreement has already sparked new interest in the work of the Foundation and charitable giving. So, thank you all for the hard work that you have done."

\* \* \* \* \*

**MINUTES**

Office of the Labor Commissioner - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the City Union of Baltimore (CUB). The agreement is effective upon Board approval through the expiration of the FY 2011-2012 Memorandum of Understanding with the City Union of Baltimore, Local 800, AFT, AFL-CIO (MOU) unless the parties mutually agree to continue the Agreement in the successor MOU.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Baltimore City Health Department (BCHD) receives a grant from the State of Maryland, Department of Juvenile Services (DJS) for the Operation Safe Kids Program. The primary goal of the grant is to prevent high-risk juveniles who are part of DJS's Violence Prevention Initiative from becoming victims or perpetrators of violent crimes.

The receipt of the grant funding is contingent upon the Department meeting certain minimum standards set in the grant. Such standard included, but not limited to, is that each Senior Youth Development Technician and Youth Development Technician achieves a minimum of three in-person or face-to-face visits per week with youth participants and/or their guardian/s.

However, the regular office hours, 8:00 AM – 4:30 PM, often conflict with the school and work schedules of youth participants and their guardians, thereby limiting the opportunity for three in-person contacts per week as required by the Program. Therefore, the Baltimore City Health Department and CUB agreed to create an exception to the Hours of Work provisions contained in Article 17 of the Memorandum of Understanding between the City and CUB.

**MINUTES**

Office of the Labor Commissioner - cont'd

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

**MINUTES**

Department of Planning and - Consultant Agreement  
 Department of Housing and  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a consultant agreement with The Reinvestment Fund (TRF). The period of the agreement is effective upon Board approval for six months.

**AMOUNT OF MONEY AND SOURCE:**

The Departments will reimburse the TRF as follows:

\$ 5,000.00 - 4000-406911-1876-187400-607004, Dept. of Planning  
 20,000.00 - 1001-000000-1770-179399-603018, DHCD  
\$25,000.00

**BACKGROUND/EXPLANATION:**

The TRF will update the City's Housing Market Value Analysis. The TRF is a leading innovator in the financing of neighborhood and economic revitalization. The TRF is also nationally recognized for its research and housing-related policy analysis. The TRF's data analysis focuses both on helping the TRF identify opportunities to invest its own resources as well as providing services to public sector and private clients seeking assistance with their own strategies to preserve and rebuild vulnerable communities.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**(FILE NO. 54662)**

UPON MOTION duly made and seconded, the Board approved and

MINUTES

DHCD - cont'd

authorized execution of the consultant agreement with The Reinvestment Fund.

\* \* \* \* \*

President: "Before we adjourn I want to acknowledge the presence of Councilman Curran who has joined us. There being no further business before the Board, the meeting will recess until bid opening at 12:00 Noon."

**MINUTES**

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

**BIDS, PROPOSALS AND CONTRACT AWARDS**

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

Bureau of Purchases - B50001898, Services for Debris Cleanup in Middle Branch, Canton and Fells Point, etc.

**BIDS TO BE RECV'D: 04/20/2011**

**BIDS TO BE RECV'D: 04/20/2011**

## 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:

<u>Bureau of Water and Wastewater</u>	- SC 896, Repair and Replacement Existing Sanitary Sewers at Various Locations
---------------------------------------	--

Civil Construction, LLC  
 R & F Construction, Ltd.  
 Metra Industries  
 Spiniello  
 R. E. Harrington Plumbing  
 & Heating Inc.  
 \*Anchor Construction  
 Corporation

<u>Bureau of Purchases</u>	- B50001745, Marketing and Public Relation Services (Technical)
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Sahara Communications, Inc.  
 Regent Development Consulting  
 Illume Communications, LLC

\*UPON FURTHER MOTION, the Board found the bid of Anchor Construction Corporation **NON-RESPONSIVE** because of the company's failure to submit a complete Bid Book and Duplicate Bid, as required the bidding instructions.

## MINUTES

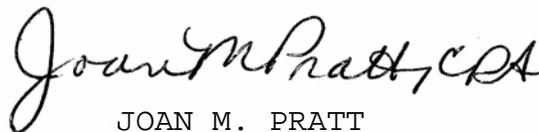
Bureau of Purchases - B50001875, Administer  
Unemployment Program

Renaissance Unemployment  
Insurance Consultants

Bureau of Purchases - B50001891, Asphalt  
Compactor Roller

Atlas Copco Construction  
Mining Tech USA, LLC  
Elliott & Frantz, Inc.  
McClung-Logan Equipment Co.

There being no objections, the Board UPON MOTION duly made  
and seconded, adjourned until its next regularly scheduled  
meeting on Wednesday, April 20, 2010.



JOAN M. PRATT  
Secretary