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REGULAR MEETING

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

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The meeting was called to order by the President.

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President: "I would direct the Board members attention to the memorandum from my office dated May 16, 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 the approval of 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."

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the proposed water and sewer rate increases and the proposed miscellaneous fee increases.

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	<u>\$ 246.05</u>	<u>\$ 268.21</u>	<u>\$ 22.16</u>

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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:

Miscellaneous Fees

	<u>Current</u>	<u>Proposed</u>
Abandonment of water supply service		
¾" water service	\$280.00	\$305.00
1" water service	\$280.00	\$305.00
1½" water service	\$475.00	\$520.00
2" water service	\$475.00	\$520.00
Reduce ¾" meter to 5/8" meter	\$130.00	\$140.00
Reduce 1" meter to 3/4" meter	\$175.00	\$190.00
Reduce 1" meter to 5/8" meter	\$175.00	\$190.00
Reduce 2" meter to 1½" meter	\$830.00	\$905.00
Testing of City-owned meter (at owner's request) 5/8", 3/4", 1"	\$ 75.00	\$ 80.00
Private Fire Protection Fee	\$110/Yr.	\$120/Yr.
Turn-off/Turn-on Charges		
5/8" - 1" meters	\$ 70.00	\$ 75.00
1½" - 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.

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Deputy Comptroller: "Good Morning, for today's agenda, I would first like to note that for Page 4, the Department of Audits reported it would provide its review to the Board prior to today's meeting. The Department of Audits has provided its review and will present that this morning."

(FILE NO. 56467)

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Department of Audits - Review of the Department of Public Works, Bureau of Water and Wastewater
FY 2012 Water and Wastewater Rate
Increase Proposal

The Department of Audits has been reviewing the projections and models for the water rates from the Bureau of Water and Wastewater for 2011 - 2016. The review has resulted in certain questions and requirements that are still under review by the Department of Audits.

The most recent meeting with the Bureau of Water and Wastewater was on May 13, 2011. It is anticipated that the Department of Audits' review will be completed by Tuesday, May 17, 2011 and the Board of Estimates will receive the review report prior to its meeting on May 18, 2011.

Department of Audits - Audit Report

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

Review of Water and Wastewater Utility Funds Proposed Rate Increases Effective June 2011.

The Board **NOTED** receipt of the Audit reports and related digests. The President **ABSTAINED**.

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President: "The first item on the non-routine agenda can be found on Pages 1 - 3, Public Hearing on Proposed Water and Sewer Rate Increases and Miscellaneous Fee Increase. Members of the public who wish to testify may begin lining up to my right against the wall, Thank you. First we will hear from the Department of Public Works, will Mr. Chow please come forward."

Mr. Rudy Chow: Good Morning. Madam Mayor, President Young, Madam Comptroller Pratt, City Solicitor Nilson, and Director Foxx, my name is Rudy Chow, the Bureau Head of Water and Wastewater, Department of Public Works for the City of Baltimore. I am presenting testimony on behalf of the Bureau and Department for the proposed rate increase request. The Bureau of Water and Wastewater employs over 1,600 men and women whose primary mission is providing high quality drinking water to 1,800,000 citizens in Baltimore City and the Metropolitan region we serve. We also convey and treat wastewater from 1,600,000 citizens in the region and are charged with management of surface water throughout the City of Baltimore. We have a vision to be a world-class utility; marked by leadership and quality service. Since 2002, the cost of complying with the federally mandated Wastewater Consent Decree has been mostly borne by the water and sewer rate payers. The cost of the consent decree, estimated at

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over \$1,000,000,000.00 has called for single digit rate increases since 2003. If we look beyond the cost for a moment at the need, we are seeing that the sewer system is in a state of serious degradation and some portions are well past its useful life. Because we made less than the necessary investments to the sewer system, it is ever more costly, more pressing and now mandated to repair. The benefit of this investment to the City and our citizens will be renewed infrastructure that keeps sewage in the pipes instead of in the environment, in the businesses and in homes, but the needs doesn't stop there. High quality drinking water is essential and critical to businesses, emergency care, and our everyday quality of life. Our water infrastructure is paramount to our citizens and the region we serve, however in past years has been severely underfunded. This has been the case not just in Baltimore, but across the nation. We have to now make a conscious decision to invest in the water infrastructure to preserve the quality of life for all of our citizens. As part of our fiduciary duty, the Bureau of Water and Wastewater, seizes every opportunity for grant funding; however, it is not enough to keep up with the demand for capital investment totaling \$2,300,000,000.00 over the next six years for projects such as: Phase 1, which includes approximately \$348,000,000.00 in funding, is designed to address sanitary

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sewer overflow, and officials report that all projects identified in Phase I, were completed in 2010. The city has also incurred \$100,000,000.00 worth to conduct inspection and rehabilitation of the entire collection system which is known as Phase II, and anticipates a minimum cost of \$330,000,000.00 to complete rehabilitation through the period ending 2016. The City is engaged in discussion with the EPA regarding design requirements to comply with the Consent Decree. Final requirements between the City and EPA have not yet been agreed upon to date. Federal regulations require all open finished water reservoirs to be covered or post treatment provided at an estimated cost of \$260,000,000.00 to \$320,000,000.00. In December 2010, the EPA set limits for nitrogen, phosphorous, and sediment pollution in each of the Bay's major tributary rivers. This means more investment in our sewage treatment plants but it does not mean more money from the EPA to pay for it. Indeed, if we do not meet these standards then it will be costing us in penalties and fines. In addition, two years ago this week President Obama issued his Executive Order to clean up the Bay, once again without corresponding funding. And there is a real cost to protect our facilities and keeping our drinking water supplies safe from potential threats. We need to invest more in preventive and routine maintenance programs as well as the staff

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that are the stewards of these systems to provide efficient and effective services. In the last five years our crews have responded to more than 5,000 water main breaks. We are fortunate that we did not see any prior, however we cannot forget the sobering events of Dundalk, Lombard Street and Madison Street, these major water main breaks cost the City in over \$3,000,000.00 in emergency repairs. These incidents were not only costly but a threat to public safety and underscore the importance of investments in water infrastructure improvements to address a 100 year old system failing at an alarming rate.

Despite of these needs, we want our citizens to know we are not making this request without realizing the burden this may cause. We are sensitive to this. Our request for a rate increase balances the impact on our consumers while allowing us to collect revenues sufficient to meet operating expenses and make necessary capital improvements. To ease the burden on our citizens and provide opportunities for our citizens to get back to work, we submitted a package for economic stimulus funds in 2009 of close to \$700,000,000.00, more than the State's expected allocation for water and wastewater funding. Yet, we received a total of \$12,000,000.00 in stimulus funding for two projects.

And with guidance from this Honorable Board we now have two assistance programs for hardships in paying water and sewer

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bills. Under the Water and Sewer Low-Income Senior Citizens Discount program, eligible senior citizens 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. Under the Water Low-Income Assistance Grant Program started in 2006 and improved in 2008, a consumer meeting the requirements may receive an annual grant of \$125.00. This program was extended to eligible tenants and also made available to eligible customers at the point of delinquent notice rather than waiting until the point of turn-off.

The Bureau has taken other measures to reduce costs, making cuts to the operation to reduce overhead, making operational and organizational changes to become a more efficient service provider, and cost-saving strategies such as the Co-gen facilities at Back River. But we're not done, we have more work to do to reach acceptable levels of efficiency and provide premium service, but that takes investments too. To meet the cost of these challenges, it is recommended that both water and sewer rates be increased by 9% for consumers in Baltimore City. This rate increase will amount to roughly \$22.00 more per quarter for a family of four. We are requesting your Honorable Board to approve this rate increase. And we ask the Citizens of Baltimore for your understanding that for less than a penny for

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an 8 ounce glass of water, we are investing millions now to save us billions later. Thank you for the opportunity to testify."

President: "Thank you, now we will hear from Bob McCarty, the City Auditor who will present the review of the Department of Public Works, Bureau of Water and Wastewater FY2012 Water and Wastewater Rate Increase proposal."

Robert McCarty: "Good Morning Mr. President, members of the Board. The Department of Audits has reviewed the methodology and procedures used to determine the proposed 9% Water and 9% Waste Water Utility Funds rate increases, as submitted by the Department of Public Works and the Director of Finance for the Board's approval. The purpose of our review was to determine whether the methodology and procedures used to determine the proposed rate increases were reasonable and whether the applicable computations were accurate. In order to determine the need for the proposed rate increases, Utilities' personnel prepared a comprehensive financial model that projects revenues, expenditures, cash balances and reserves for fiscal years 2011 through 2016. Based on our review of the methodology and procedures used to calculate the proposed rate increases and our review of the Department of Public Works' projections of revenues, expenditures, cash balances and reserves, the proposed rate increases appear reasonable. However, since the

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comprehensive model indicates that annual increases of 9% are also expected for fiscal years 2013 through 2016, we encourage DPW to look for additional cost-saving measures and to maintain minimum liquidity requirements to reduce future rate increases."

President: "Please note that this Audit has been **NOTED**. Comptroller Pratt, you said you have some questions?"

Comptroller: "I don't have any questions for the Department of Audits; I have some questions for DPW."

President: "Mr. Chow"

Comptroller: "What is the status of the preventative maintenance program, you said that you had implemented a preventative maintenance program? Because I know that last year some of the largest users had not been billed, we noted that a lot of the largest users had not been billed in over 20 years and I just wanted to know what was the status of the largest users and what revenue has been collected?"

Mr. Chow: "The - - well, first of all the preventative maintenance program, you know we have, we have brought onboard a consultant looking at water audit; looking at our system as a whole and making suggestions in terms of the preventative measures that we need to embark and take upon. We are in the final stage of getting that report and we are actually going through the review of it and looking at their recommendations

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and also massaging it to a comprehensive look, since I came onboard as the Bureau Head, looking at all of the operation as a whole, looking for areas for improvements."

Comptroller: "I also noted last year that there was a report that was being waited on from MOIT to determine what the billings were and the revenue collections were from MOIT, what did that report indicate from MOIT? Did you receive the Report from MOIT?"

Mr. Blake Bornkessel: "I'm sorry can you restate the question?"

Comptroller: "Last year it was reported - - Pardon me?"

Mr. Nilson: "He needs to introduce himself."

President: "Yes, Introduce yourself first."

Mr. Blake Bornkessel: "My name is Blake Bornkessel, I am the Chief of Utility Finances for the Bureau of Water and Wastewater."

Comptroller: "Yes, last year the Chief of Revenue Management and Billing stated that in order to determine what income had been received from the largest users that they were waiting for - - that they were waiting for a report from MOIT and I just wanted to know, that was a year ago, so what did that report indicate that was received from MOIT?"

Mr. Blake Bornkessel: "Yes, I can't speak directly to what that report indicated. However, that information is disclosed in the

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official statement that will accompany the 2011 Bond Sale and we would be happy to provide that to your office.

Comptroller: "Okay. You had indicated that there are two programs, one for Senior Citizens discount and one for low-income earners. What was the - ah - amount of applicants that were, that applied and what was the dollar amount that the City gave in discounts and grants?"

Mr. Chow: Well, for the low income assistance grant in 2010 there were - ah - 1,836 applicants and we granted \$227,155.00 and for the Senior Discount 2010 we had 2,601 applicants and they received \$247,865.00.

Comptroller: "Okay, and I had a - - the Department of Audits brought to my attention that in many instances our customers in both Baltimore City and Baltimore County have been billed incorrectly because of numerous consecutive estimated billings that were not adjusted for actual usage and that those customers were not reimbursed for any billings unless they complained to the City. So, my understanding of that is many of the customers received estimated billing and then when they received actual bills, unless they called the City to complain that their future bills were not adjusted. Has that problem been corrected?"

Mr. Chow: "Well, first of all I think that is the primary reason why we need a new billing system that can do this kind of

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comprehensive looking back and making the proper adjustments. The current system is manually intensive and and to ah - go through 400,000 plus hundred thousand, 411,000 accounts in a comprehensive way would be very cumbersome and the system might not be able to perform that, therefore we rely on the citizens of to bring to our attention should they have any doubts about the accuracy of their bill and we can make the proper adjustments accordingly."

Comptroller: "Also the Department of Audits brought to my attention that some of the properties in Baltimore City were placed in the tax sale, the 2010 Tax Sale because of water bills and these bills were estimated. Which is a problem for me because if a persons, a tax payer, a citizen's property is in tax sale because the City in error has over estimated their bill and has not adjusted, that could be burdensome to a tax payer. And the other thing that I am concerned about, the Department of Audits also informed me that over a thousand new city dwellers bills have not been read for over a three year period, which concerns me because the people who are paying water bills are subsidizing those who are not being billed. And I know that can be true because I am a one household dweller and I received two water bills that total over \$800.00 in two billing cycles. And I know it is just impossible for a one household dweller to have

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tax bills over \$800.00, So, my concern is for the citizens of Baltimore and the taxpayers that I can be subsidizing someone else's tax - - water bill, so we really need to get a handle on billing. We need to have accurate bills that are being sent out and that it need to be don in a timely manner."

Mr. Chow: "Absolutely, we agree. That is the reason why we are moving forward with the automated meter reading roll-out on the Commercial Customers first. 11,000 out of the 411,000 accounts, subsequently based on the success of that roll-out we will roll-out the remaining 400,000 accounts to the AMR technology. We are sensitive to what you just talked about and we are taking a systematic and strategic approach to resolving this for the long term."

Comptroller: "So, do you know the largest users like Hopkins, Goucher, University of Maryland, it was reported that their meters had not been read in over 20 years. Do you know what the collections were for last year to make sure that they are paying their fair share?"

Mr. Blake Bornkessel: "We are aware of what the collections are for our largest customers."

Comptroller: "What are they?"

Mr. Blake Bornkessel: "I'm sorry?"

Comptroller: "What are they?"

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Mr. Blake Bornkessel: "I will have to provide you that in a separate report."

Comptroller: "Okay. So their meters have been read?"

Mr. Blake Bornkessel: "Yes."

Comptroller: "Okay."

President: "Okay, that's it."

Comptroller: "Thank You."

President: "The review has been noted, please note that I **ABSTAINED**. Now we will hear from the members of the - - you finished?"

Comptroller: "Are you taking the vote now?"

President: "No. I have to hear from the members of the public first."

Comptroller: "Okay, I thought you said you **ABSTAINED**."

President: "Yes from the review, the Audit. Okay, now we will hear from the members of the public that wish to testify. I would ask that you come up to my right, speak into the mic and state your name for the record."

Mr. Glen Middleton: "Good Morning, Glen Middleton, I am here as a citizen of Baltimore, but I am also here as a representative of AFSME, the American Federation of State County Municipal Employees, over 4,000 employees that work here everyday, they are the working poor, and to you Mr. President and to the Mayor,

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Stephanie Rawlings Blake, and to the Comptroller, and to the members of this Board. I would like to speak in as I have done in the past opposition to this type of raise because our workers that we represent as we talk about the gas prices and the fact that milk is going up and eggs are going up, that I just want to be on record on behalf of those sanitation workers, those Public Works employees, those workers in Transportation that are living paycheck to paycheck. That are averaging between \$30,000.00 and uh less per year and a lot of them have an average family of two members. So, it is my concern if you -- if we are going to do this it is great, it is a great, a great idea for the City that we do this for the seniors which is very important but also we should look at the working poor. If there is going to be a rate reduction, it should be the same for them, or better for them, and I am glad to hear about the low-income assistance program I just wish it would be more publicized so that it would be more than 1,000 people that are utilizing this program. It is that we look at look at everything that citizens of Baltimore who work and live here everyday, who don't mind paying those taxes that we have to pay, whether it is on their homes or when we go to the stores. It is important that we look at it and do background explanation, that we look at all the citizens of Baltimore, that live and work here. It is important that we

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look at a reduction for those workers because they want to live here because they love Baltimore City but also they want to be able to provide for their families, too. Thank you."

President: "Thank you."

Mr. Daniel Whiteford: Good Morning.

President: "You may speak into this one."

Mr. Daniel Whiteford: "Good Morning, My name is Daniel Whiteford, and I own a property up in the Mandawmin area on Holmes Avenue. I have always had an estimated water bill and it kind of ticks me off to hear that Goucher College hasn't never - haven't paid a water bill in 20 years and I get one and its an estimated bill and I have always questioned the bill. I just can't understand how you gonna just raise the water bill rates up 9% when already I think the rates is already up too high. So, what are you going to do, look at my estimated bill, not the actual reading and raise it up 9% from there? You know, in my mind I think what we need to do here is have a whole moratorium on this whole thing to stop this process until we can, - - some people are paying the big boys bills, Goucher College gets much more money than I do. If I don't pay - - a family member of mine house is in Tax Sale right now because of a water bill, yes and say we have these programs for low income, a whole lot of these people that we encounter like a family member of mine,

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people that is illiterate, a person don't like to come to you and say I cant read I don't understand what is going on here. And then the bottom line is that now the house that her and her husband saved all their life to get and accomplish, now the City is taking that house. Now she has to live with me, an old lady. You know so my position is I think we need to stop estimating stuff, if you, if you don't know what the bill is, don't charge me anything. Simple as that. Don't estimate what it is. You know I am one person in a household but it is a three story house I know the bill is too high. Thank you."

President: "Thank you."

Brother John: "Good Day Ladies and Gents, my name is Brother John and I am here about these water bills which I am looking at with your City, Which I have meet with your Auditors into this building and we found out with our investigation that thousand and thousand of house bills have been estimated and we know quite a few houses have been sold for tax sales for estimated water bills which the church called me a few days ago which we had to do an investigation now, their water bill hadn't been read in 16 or 17 years, they had a \$16,000.00 water bill which we came down to the municipal building and to get this here taken care of, which the City owes them \$1,000.00 and their building was going for tax sale which the minister was very

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upset that we had to iron this here out. So, this is going on through out the whole Baltimore City about peoples property. What are you going to do about reimburse the peoples, the thousand of peoples that do not owe money to Baltimore City. I think this whole thing should be relooked at redid, just like the gas and electric, now people don't pay their gas and electric, they cut it off. Why you gonna put peoples property on a Tax Sale? Is for the old Baltimore, Mayor O'Malley Administration, Sheila Dixon Administration and but this Administration, ya'll gonna keep the same thing taking place here, it's a brand new day is coming here. The City can't keep going on like this here, otherwise you forcing peoples out the communities, you taking peoples houses, so its a time for stop for this here, and believe what I tell you - - it gonna be a change, believe me, don't think that people is gonna lay down under this here. Have a Blessed Day."

President: Thank you

Ms. Juanita Boyd: Good Morning everyone. Juanita Boyd from the TEAM Organization, Together Everyone Achieves More, in reviewing the increases in the water charges its not really the water charges where is the major increase it's the sewer service charge that is based on the water consumption and I feel that we should decrease what the cost in the Sewer because it is almost

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double what you pay for the water charges. Now, I have received many calls, because citizens is coming into the organization complaining about the water bills. Now in the year 2006 through the year 2008 you had a 27% rate increase over a period of three years. The following year 2009 you had a 4% rate increase, 2010 another 9% rate increase, so that is a 40% rate increase over a period of four years. So, if you increase the water charges now that's another 9% rate increase, you are talking about a 49% rate increase and people with no jobs, jobs cuts and the economic problems that they are having now, I think we should just put a hold on this rate increase for water until we review the accounts that you are having a problem with, estimated readings, I looked on page four, seems like it's a major problem, so it is left up to our staff here at the Board of Estimates to correct some of these problems and help the Citizens of Baltimore. Thank you."

President: "Thank you."

Mr. Bernard. Afrika: "Good Morning panel, I am Bernard Afrika, I am with Little Afrika, Voice of the People. We have a radio show, we come on Monday between one to two, and I am just one voice speaking for a lot of people that wants to stop the process. You know I am not going to be here all day talking about this but I am speaking for a lot of people who want to

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stop it. We tried an injunction and we got denied, so we are still going to work on it. Its not going to stop us but I am speaking for a lot of people like I said and y'all people up there I believe y'all can stop this, that is all I have to say. Y'all have a good day."

President: "Alright, Thank you. Any Comments?"

Comptroller: "Yes, the Department of Public Works indicated that there was going to be a continued rate increase of 9% beyond 2016 and beyond. And at that rate, in 8 years with a 9% increase your water bill will double. With that thought in mind, the average water bill could be more than the average property tax bill, which could be a problem for the Baltimore citizens.

Mr. Bernard. Afrika: "Right, Right, so what we gonna do? Play outside for Today? - - Okay - "

- - LAUGHTER - -

Comptroller: "I know what I am going to do."

President: "Thank you, any more comments? I will entertain a motion to move the approval of the proposed water and sewer rate increase found on page 1 to 3 of the agenda."

Solicitor: "I move the approval of the proposed rate increases."

Director of Public Works: "Second"

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President: "All those in favor say AYE, AYE, All those opposes NAY"

Comptroller: "NAY"

President: "Please note that I **ABSTAIN**, the item has been approved."

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UPON MOTION duly made and seconded, the Board approved the proposed water and sewer rate increases and the proposed miscellaneous fee increases. The President **ABSTAINED**. The Comptroller voted **NO**.

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Department of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 16** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on April 27, 2011 and May 4, 2011.

The Board **NOTED** the **16** reports.

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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:

1437 - 1439

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.

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<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
1. \$ 60,000.00	9938-905793-9475	9938-904793-9474
Rec. & Parks	Reserve	Active
25 th Series	Citywide Park	Citywide Park
	Maintenance	Maintenance
This transfer will provide funds to cover the costs associated with the renovation of the Dypski Park Pavilion.		
2. \$ 100,000.00	9938-903789-9475	9938-902789-9474
Rec. & Parks	Reserve	Active
25 th Series	Recreation	Recreation
	Facility	Facility
	Renovation	Renovation
This transfer will provide funds to cover the costs associated with the bathhouse roof replacement in Riverside Park.		
<u>Department of Transportation</u>		
3. \$ 22,850.01	9950-901824-9509	9950-907824-9508-3
MVR	Const. Res.	Design and Studies
	Maisel Street	Maisel Street
	Pedestrian Bridge	Pedestrian Bridge
This transfer will fund costs associated with Task No. 18 on project 1074 BD #08039 with Rummel, Klepper & Kahl, LLP for design changes to the Maisel Street Pedestrian Bridge.		

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TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation (BDC)</u>		
4. \$ 5,750.00	9910-903354-9600	9910-904354-9601
22 nd EDF	Constr. Res.	W. Balto. Ind.
	W. Balto. Ind. &	& Coml. Dev.
	& Coml. Dev.	
2,642.00	9910-904115-9600	9910-905825-9603
22 nd EDF	Constr. Res.	West Side
	West Side	Downtown
	Initiative	
1,026.00	9910-904982-9600	9910-902879-9601
22 nd EDF	Constr. Res.	Coml. Revitalization
	Coml. Rev. Program	
4,654.16	9910-905575-9600	9910-906575-9601
22 nd EDF	Constr. Res.	E. Balto. Ind.
\$ 14,072.16	E. Balto. Ind. &	Coml. Dev.

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending April 30, 2011.

Department of Housing and Community Development (DHCD)

5. \$270,000.00	9910-905932-9587	9910-901780-9588
29 th Community Dev. Bonds FY10	Poppleton Acq. - Reserve	Poppleton Phase I

This transfer will provide funds to continue the acquisition, relocation and demolition activities in the Poppleton neighborhood to assemble a 13.5 acre new housing site for fiscal year 2011. The Poppleton Project will create 1,600 units of housing and 100,000 square feet of new retail space.

MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>DHCD - cont'd</u>			
6.	\$ 600,000.00	9910-904983-9587	9910-903058-9588
	General	Demolition Program	Stabilization
	Funds	Reserve	
	600,000.00	9910-904983-9587	9910-905062-9588
	General	Demolition Program	Emergency Demo-
	Funds	Reserve	lition - FY 2011
	207,000.00	9910-904983-9587	9910-906064-9588
	General	Demolition Program	Planned Demo-
	Funds	Reserve	lition - FY 2011
	<u>\$1,407,000.00</u>		

This transfer will provide funds for the Baltimore Housing's Stabilization and Demolition programs for fiscal year 2011.

MINUTES

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement with Baltimore Healthy Start, Inc., tenant, for the rental of approximately 12,096 square feet of space located at 610 N. Chester Street (Block 1636, Lot 29) and an adjacent 17 space parking lot. The period of the agreement is May 1, 2011 through April 30, 2012, with no renewal options.

AMOUNT OF MONEY AND SOURCE:

Annual Rent

\$1.00 (if demanded)

BACKGROUND/EXPLANATION:

The tenant will use the leased premises for the operation of the Healthy Start Center and an adjacent 17 space parking lot for employee and client usage.

The tenant will be responsible for insurance, maintenance, janitorial, repairs, utility bills, and snow, ice and debris removal from the sidewalk.

The landlord will be responsible for structural defects and maintain the exterior of the building.

The Space Utilization Committee approved this lease at its meeting on May 10, 2011.

(FILE NO. 55896)

MINUTESSpace Utilization Committee - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a lease agreement with Baltimore Healthy Start, Inc., tenant, for the rental of approximately 12,096 square feet of space located at 610 N. Chester Street (Block 1636, Lot 29) and an adjacent 17 space parking lot.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Baltimore Development Corporation (BDC) - Option</u>			
1. EverHome Mortgage Company	3404 Hillsdale Rd.	G/R \$120.00	\$2,050.20

Funds are available in account no. 9910-902879-9601.

On January 29, 2008, the BDC purchased 3404 Hillsdale Road, in leasehold. The property was included in the Disposition Lot 1 land assembly, in accordance with the Howard Park Business Area Urban Renewal Plan.

The City will purchase the \$120.00 ground rent for the negotiated price of \$2,050.20, based on the February 3, 2011 redemption statement received from EverHome Mortgage Company and the March 22, 2007 appraised value of \$2,000.00 by Delores Ruhl.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$2,050.20 22 nd EDF	9910-904982-9600 Constr. Res. Comml. Revit. Program	9910-902879-9601 Comml. Revit.

This transfer will provide funds for the acquisition of the \$120.00 ground rent at 3404 Hillsdale Avenue, which is part of the land assembly for the development of the Howard Park Grocery Store project. This project, awarded to the team of Vanguard/ROC in August of 2006, proposes the construction of a 67,000 square foot, full-service supermarket for this stable, but underserved community in Northwest Baltimore.

(FILE NO. 57236)

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Condemnations</u>			
3. Deben Ventures, LLC	1220 N. Gay St.	L/H	\$ 7,167.00
4. Casey Carmia	2023 E. Chase St.	L/H	\$ 9,707.00
5. Kimberly Thomas	934 N. Patterson Park Ave.	F/S	\$19,500.00

Funds are available in account 9910-906416-9588-900000-704040,
EBDI Project, Phase II.

FILE NO. 56017

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

MINUTESBaltimore Development Corporation - License Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a license agreement with Merritt Canton BP, LLC (Merritt). The period of the agreement is June 01, 2011 through May 31, 2013.

AMOUNT OF MONEY AND SOURCE:

\$18,496.00 - Annual License Fee

BACKGROUND/EXPLANATION:

The City will license portions of public right-of-way along the 1400 and 1500 blocks of Baylis Street, and the east side of the 1400 and 1500 blocks of South Highland Avenue to Merritt. The licensed right-of-way will consist of approximately 24,560 square feet and will be used for surface automobile parking for patrons of the Merritt Athletic Club located at 3401 Boston Street. Merritt will pay the City an annual license fee of \$18,496.00.

The City reserves the right to terminate the agreement if the licensed right-of-way is needed by the City for any use or purpose associated with the construction, operation, and/or maintenance of a public infrastructure improvement upon six months written notice.

(FILE NO. 57235)

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a license agreement with Merritt Canton BP, LLC.

MINUTESMayor's Office of Employment Development (MOED) - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is January 1, 2011 through August 30, 2011.

1. **ARCHITECTURE CONSTRUCTION ENGINEERING** **\$ 28,865.00**
PROGRAM OF AMERICA

Account: 4000-803011-6331-698905-603051

The organization will implement and administer a mentor program at the American Academy for College and Career Exploration (ACCE) which is operated and managed by MOED. This mentoring program will provide 15 to 25 registered ACCE students with exposure to a variety of careers in the field of architecture, engineering and construction management.

2. **AGGARWAL, INC.** **\$ 30,000.00**

Account: 4000-803011-6331-467253-603051

The organization will provide training only in the areas specified on the Maryland Higher Education Commission list.

The agreements are late because additional time was required to reach a comprehensive understanding between the parties. The period of the agreement is January 01, 2011 through September 30, 2011.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Health Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Baltimore Medical System, Inc. The period of the agreement is August 23, 2010 through June 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$314,195.00 - 6000-624911-3100-297100-603051

BACKGROUND/EXPLANATION:

The Baltimore Medical System, Inc. will provide School Health Services. Services will consist of School Health Suite Coverage and coverage at the School Based Health Centers located at Tench Tilghman Elementary/Middle School, Friendship Academy of Science and Technology, East Baltimore Community School Maritime Industries Academy High, and Vanguard Collegiate Middle.

The agreement is late because revisions delayed processing.

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

UPON MOTION duly made and seconded, the Board approved and authorized the execution of an agreement with Baltimore Medical System, Inc.

MINUTES

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay outstanding invoices for Lionbridge Global Solutions II, Inc.

AMOUNT OF MONEY AND SOURCE:

\$ 6,772.73 - January 24, 2011 (Invoice No. 5925)
5,973.20 - October 15, 2010 (Invoice No. 5612)
8,104.16 - December 15, 2010 (Invoice No. 5817)
\$20,850.09 - 4000-428211-3080-294300-603018

BACKGROUND/EXPLANATION:

On March 25, 2009, the Board approved the Informal - Cooperative Purchase award to CTS Language Link and Lionbridge Global Solutions II, Inc., in the amount of \$15,000.00, for translation services. On February 16, 2011, the Purchase Order was increased by \$7,500.00 for a total of \$22,500.00 for fiscal year 2011.

There is an increased demand for translation services from non-English speaking families being serviced by the Baltimore Infants and Toddlers Program. Due to an oversight by the Department, the Purchase Order was not increased and funds have been exhausted.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the an expenditure of funds to pay outstanding invoices for Lionbridge Global Solutions II, Inc.

MINUTES

Health Department - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to agreement with the Johns Hopkins University Bloomberg School of Public Health (JHU).

AMOUNT OF MONEY AND SOURCE:

\$25,168.00 - 4000-428711-3031-579200-603051

BACKGROUND/EXPLANATION:

On January 20, 2010, the Board approved the original agreement, in the amount of \$67,360.00, for the period July 1, 2009 through September 29, 2011.

This amendment to agreement will allow the JHU to provide additional asthma education and evaluation services. All other terms and conditions of the original remain unchanged.

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 an amendment to agreement with the Johns Hopkins University Bloomberg School of Public Health. The President **ABSTAINED**.

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

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

The American Asphalt Paving Co., LLC & The American Paving Co., Inc.	\$ 8,000,000.00
Armond Cassil Railroad Constr., Inc.	\$ 130,212,000.00
Bay Associates Environmental, Inc.	\$ 1,098,000.00
Bradshaw Constr. Corp. & Subsidiaries	\$ 68,922.00
Cam Constr. Co., Inc.	\$ 74,862,000.00
Corning Constr. Corp.	\$ 10,305,000.00
Concrete General, Inc.	\$ 90,369,000.00
Deca, Inc.	\$ 8,000,000.00
E & R Services, Inc.	\$ 1,500,000.00
Harford Electrical Testing Co., Inc.	\$ 1,134,000.00
Henkels & McCoy, Inc.	\$1,912,851,000.00
J. Fletcher Creamer & Son, Inc.	\$ 389,088,000.00
L & J Construction Service, Inc.	\$ 1,500,000.00
P. Flanigan & Sons, Inc. & Subsidiaries	\$ 146,403,000.00
Sojam, LLC d/b/a Martin J. Braun Co.	\$ 8,000,000.00
Sunrise Safety Services, Inc.	\$ 1,500,000.00
James Talley, Jr. d/b/a Talley Interior-Exterior Painting	\$ 81,000.00
Trinmar Contracting Services, Inc.	\$ 2,574,000.00

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:

BayLand Consultants & Designers, Inc.	Landscape Architect Engineer Survey
---------------------------------------	-------------------------------------------

MINUTES**BOARDS AND COMMISSIONS**

Bryant Associates	Engineer Survey
Gerhold, Cross & Etzel, Ltd.	Survey
Jenkins Engineering Co.	Engineer
JRS Architects, Inc.	Architect
Mincin Patel Milano, Inc.	Engineer
Moody Nolan, Inc.	Architect Engineer
ReStl Designers, Inc.	Engineer
RMF Engineering, Inc.	Architect Engineer
Sabra, Wang & Associates, Inc.	Landscape Architect Engineer Survey
Seth Harry & Associates, Inc.	Architect
Specialized Engineering	Engineer
Structura	Engineer

There being no objections the Board, UPON MOTION duly made and seconded, approved the prequalification of contractors and architects and engineers for the listed firms. The Comptroller **ABSTAINED** on item No. 1.

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

1452

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.

MINUTES

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 #004, \$0.00 - TR 08028, Banger Street Reconstruction
From Hollins Ferry Road to Dead End

\$601,795.02	\$ 32,800.00	M. Luis Construc-	60	-
		tion Co., Inc.		

2. EWO #019, \$785,916.00 - TR 08033, Conduit System Repairs at
Various Locations Citywide (JOC)

\$2,237,275.00	\$3,506,435.52	Allied Contractors, -	-	-
		Inc.		

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$828,999.44	9962-941002-9563	9962-910055-9562
Other	Constr. Res.	Conduit System
	Conduit Replace-	Repairs - JOC
	ment Program	

This transfer will provide funds to clear the deficit in the account and cover the cost related to Change Order No. 19 on TR 08033, Conduit System Repairs at Various Locations (JOC), for reconstructing the existing conduit system and pavement at Gilmore Street, Lombard Street, Fulton Avenue, Elkins Lane, Heath Street, and Marshall Street.

Department of General Services

4. EWO #027, \$30,861.54 - SC 812, Improvements to the Lower
Gwynns Run Interceptor

\$21,206,342.00	\$3,059,395.30	Carp Seca Corp.	0	99
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MINUTES

Mayor's Office - 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 to benefit the Baltimore City Foundation, Inc. for the 2011 African American Festival Campaign. The period of the solicitation effort is effective upon Board approval through December 31, 2011.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

Collected funds will be deposited and expenditures paid through the Baltimore City Foundation 171-00 Mayor-African American Festival account.

BACKGROUND/EXPLANATION:

The African American Festival is a celebration of the cultural heritage and diversity of Baltimore's African Americans and their descendants. It is a celebration of life, music, and culture over the last 30 years it has been the largest African American festival on the east coast. This festival attracts all ages and brings together a demographic distribution of incomes, ages, education, and gender. The African American Festival is an opportunity for local and national sponsors to reach a large targeted audience in a unique and positive environment. The 2011 African American Festival will be held on Saturday, July 2 - Sunday, July 3, 2011 at M & T Bank Stadium.

The Baltimore City Ethics Board requires that the submitted application be reviewed and approved by the Board of Estimates. This is the first time that is being requested in compliance with this directive. The Baltimore City Ethics Board has approved this application, subject to the following conditions:

MINUTES

Mayor's Office - cont'd

1. Before any "controlled donor" may be solicited (i.e., any person who does or seeks to do business with any agency of the City, or whose activities are regulated or controlled by any agency of the City, or who otherwise falls within the scope of the City Code Article 8, Section 6-26 (a) (1) through (5)), the proposed campaign must be endorsed by the Board Estimates (or its designee).
2. The Campaign must be conducted in accordance with the standards, terms, and conditions set forth in Board Regulation 06.26 and the attached application.
3. Public servants must only solicit potential donors who have been identified as likely sponsors by the African American Festival's outside executive director and media consultants using criteria unrelated to the potential donor's relationship with City government. Public servants are not to be involved in the process of selecting potential donors to be solicited, though they may, at their discretion, decline to solicit any potential donor identified by the outside promotion team.
4. Periodic Reports (once every 2 months) and a Final Report (within 30 days after all solicitations and anticipated donations have been made) must be filed with the Baltimore City Board of Ethics Form 627.
5. This approval is limited to the calendar year ending December 31, 2011. After that date, a new application will be required for any additional solicitation efforts.

FILE NO. 57133

UPON MOTION duly made and seconded, the Board endorsed the governmental/charitable solicitation application that was approved by the Board of Ethics of Baltimore City to benefit the Baltimore City Foundation, Inc. for the 2011 African American Festival Campaign. The Mayor **ABSTAINED**.

MINUTES

Mayor's Office - Grant

ACTION REQUESTED OF B/E:

The Board is requested to approve a grant to greiBO K Designs, LLC for the 2011 African American Festival. The African American Festival will be held on Saturday, July 2 - Sunday, July 3, 2011 at M & T Bank Stadium.

AMOUNT OF MONEY AND SOURCE:

\$75,000.00 - 1001-000000-1220-146500-607001

BACKGROUND/EXPLANATION:

This grant is for deposits to secure entertainment for the 2011 African American Festival.

The 2011 African American Festival is expected to raise funds to offset the amount to be granted to greiBO K Designs, LLC and other festival costs through sponsorship, advisory board fundraising, grants and vendor revenue.

The African American Festival is a celebration of the cultural heritage and diversity of Baltimore's African Americans and their descendants. It is a celebration of life, music, and culture over the last 30 years it has been the largest African American festival on the east coast. The festival attracts all ages and brings together a demographic distribution of incomes, ages, education, and gender. The African American Festival is an opportunity for local and national sponsors to reach a large targeted audience in a unique and positive environment.

APPROVED FOR FUNDS BY FINANCE.

UPON MOTION duly made and seconded, the Board approved and authorized the grant to greiBO K Designs, LLC for the 2011 African American Festival. The Mayor **ABSTAINED**.

MINUTES

Mayor's Office of Human 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 Family League of Baltimore City, Inc. (FLBC).

AMOUNT OF MONEY AND SOURCE:

\$219,600.00 - 1001-000000-4460-692000-607001

BACKGROUND/EXPLANATION:

On October 20, 2010, the Board approved the original agreement, in the amount of \$5,277,483.00, with the FLBC for Community Schools and Out of School Time/After School programming.

This amendment will allow \$219,600.00 of recovered funding from the FY 2010 award to be reinvested in FY 2011, and will make the total award \$5,497,083.00. The funds will be used to support programming at three additional organizations and additional technical assistance and training for out of school time/after school programs across the City. In addition, the funds will provide admission for 4,000 youth to attend programs at the Maryland Science Center. All other terms and conditions of the original agreement remain unchanged.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized the amendment to agreement with the Family League of Baltimore City, Inc. The Mayor **ABSTAINED**.

MINUTES

Mayor's Office of Human Services/ - Grant Agreements
Baltimore Homeless Services

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

1. GOVANS ECUMENICAL DEVELOPMENT CORPORATION (GEDCO) \$299,820.00

Account: 4000-496311-3573-591250-603051

GEDCO will provide housing in conjunction with supportive services to 25 homeless clients. Services will include monthly rental assistance payments for monthly rental subsidies, security deposits and/or payment for damage to the property. The period of the agreement is April 1, 2011 through March 31, 2012.

MWBOO GRANTED A WAIVER.

2. MANNA HOUSE, INC. \$ 76,875.00

Account: 4000-496211-3571-591410-603051

The organization will operate a drop-in-center Monday through Friday from 8:30 a.m. to 4:00 p.m. The funds will be used to hire a Client Homeless Advocate/Case Worker to assist clients in sorting out their difficulties, identifying problems and possible solutions and provide them with information and assistance in making the connections that will result in greater self-determination. The period of the agreement is February 1, 2011 through January 31, 2012.

MWBOO GRANTED A WAIVER.

The grant agreements are late because of a delay by the Department of Housing and Urban Development in granting the award.

MINUTES

MOHS/BHS - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Office of the State's Attorney - Cooperative Reimbursement Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Cooperative Reimbursement Agreement with the State of Maryland, Department of Human Resources' Child Support Enforcement Administration. The period of the agreement is October 01, 2010 through September 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$ 995,840.00	- 4000-402811-1155-119100	Federal Funds
583,150.00	- 1001-000000-1150-117900	General Funds
\$1,578,990.00		

BACKGROUND/EXPLANATION:

The State's Attorney's Office for Baltimore City will operate a program to provide legal representation for child support services. This is an annual renewal of federal funding for Child Support Services provided by the Non-Support Division of the Office of the State's Attorney's Office. This grant has been in existence for over 25 years.

This agreement is late because the grant award was recently received by the State's Attorney's Office.

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 the execution of a Cooperative Reimbursement Agreement with the State of Maryland, Department of Human Resources' Child Support Enforcement Administration.

MINUTES**TRAVEL REQUESTS**Health Department

	<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1.	Catherine Watson* William Tatum	National Conf. for Male Family Planning & Reproductive Health Services San Francisco, CA June 13 - 17, 2011 June 13 - 18, 2011* (Reg. Fee \$150.00 ea.)	DHMH HTYA Grant & Title X Grant	\$3,493.64

The subsistence rate for this location is \$213.00 per day. The conference dates are from June 14 - 16, 2011. The Department is requesting that the attendees be allowed to return on June 17, 2011 because the conference activities will conclude late in the day on June 16, 2011 (West Coast time). The registration fees have been paid on EA000064210 for both attendees. The airfare for Mr. Tatum has been paid for with City issued Credit card assigned to J. Duval-Harvey. All expenditures are included in the total. Ms. Watson will be disbursed *\$1,589.32 and she will personally pay the costs for the 5th night and Mr. Tatum will be disbursed \$1,010.52.

Mayor's Office

2.	Colin Tarbert	2011 Int'l Council of Shopping Centers Recon Convention Las Vegas, NV May 22 - 25, 2011	General Funds	\$ 945.80
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MINUTES

TRAVEL REQUESTSMayor's Office - cont'd

The subsistence rate for this location is \$164.00. The Department is only requesting \$40.00 per day for meals and incidental expenses for the attendee since the Baltimore Development Corporation is paying for the cost of the attendee's hotel accommodations. The airfare has been paid on a City issued credit card assigned to Kathe Hammond. Mr. Tarbert will be disbursed \$180.00.

	<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
3.	Renee Samuels	War of 1812 Advisory Group New York, NY May 24 - 26, 2011	General Funds	\$ 724.00

The subsistence rate for this location is \$283.00. The attendee's hotel accommodations and train fare have been paid for on City issued credit card assigned to Kathe Hammond. Ms. Samuels will be disbursed \$166.00.

Department of Transportation

4.	Aubrey Sparenberg Yolanda Cason	Int'l Parking Institute Conf. and Expo. Pittsburgh, PA May 22 - 24, 2011 (Reg. Fee \$205.00 ea.)	Parking Fund	\$1,751.04
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The subsistence rate for this location is \$186.00 per day. The hotel cost is \$259.00 per night plus occupancy taxes in the amount of \$36.26 per night. The Department is requesting an additional \$73.00 per night to cover the cost of the hotel accommodations and an additional \$40.00 per day to cover meals and incidental expenses for each of the attendees.

The Board, UPON MOTION duly made and seconded, approved the travel requests. The Mayor **ABSTAINED** on item nos. 2 and 3.

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

The Board is requested to approve and authorize an expenditure of funds to pay for travel expenses for Mr. Maunank Shah. The period of the travel is June 14, 2011 through June 17, 2011.

AMOUNT OF MONEY AND SOURCE:

\$ 283.40	- Airfare*
400.00	- Registration Fee**
60.00	- Parking
564.00	- Hotel Expenses
59.40	- Occupancy Taxes
\$1,366.80	- 4000-422111-3030-271400-603001

* prepaid on City Credit Card issued to Jacquelyn Duval-Harvey.

** paid on EA000063533

BACKGROUND/EXPLANATION:

Mr. Shah, a contractor with the Johns Hopkins University, serves as the Medical Director for the TB Program. He will be attending the 2011 National TB Controllers Conference in Atlanta, GA from June 14, 2011 through June 17, 2011.

The 2011 National TB Controllers Conference is an important forum that brings together state, local, territorial, and other TB control professionals together with colleagues from the National TB Controllers Association and the Centers for Disease Control and Prevention (CDC) to discuss a wide array of medical, technical, and programmatic TB issues.

The CDC, Division of TB Elimination (DTBE) considers this conference to be the most important conference of the year and requires representative from all 68 cooperative agreement recipient sites to attend. The DTBE specifically awards funds through the cooperative agreement to allow recipients to travel to this conference.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized the an expenditure of funds to pay for travel expenses for Mr. Maunank Shah. The President **ABSTAINED**.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 1923 N. Pulaski Street by gift from the Greater Mondawmin Coordinating Council, Inc. **SUBJECT** to any outstanding municipal liens other than current water bills.

AMOUNT OF MONEY AND SOURCE:

Greater Mondawmin Coordinating Council, Inc. will pay for any title work and all associated settlement costs, not to exceed \$600.00.

BACKGROUND/EXPLANATION:

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

The Greater Mondawmin Coordinating Council, Inc. has offered to donate its title to the property at 1923 N. Pulaski 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 1923 N. Pulaski Street are itemized as follows:

Cumulative Real Property Taxes 2010 - 2011

Total Taxes	\$ 23.80
Interest/Penalties	3.22
Other	11.71
Tax Sale Interest	0.00
Miscellaneous Bills	960.71
Multi Family Dwelling	0.00
Rental Registration	28.50
Total Municipal Liens	<u>\$1,027.94</u>

MINUTES

DHCD - cont'd

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

UPON MOTION duly made and seconded, the Board approved and authorized the the acquisition of the fee simple interest in the property located at 1923 N. Pulaski Street by gift from the Greater Mondawmin Coordinating Council, Inc. **SUBJECT** to any outstanding municipal liens other than current water bills.

MINUTES

Dept. of Housing and Community - Amendment No. 1 to
Development (DHCD) Land Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment no. 1 to land disposition agreement (LDA) with Renaissance Gardens, Inc. for the sale of 4410 Pall Mall Road and 4309-4311 Pimlico Road.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On October 13, 2010 the Board approved a LDA with Renaissance Gardens, Inc. which represents a partnership between Park Heights Renaissance, Inc. (PHR) and Comprehensive Housing Assistance, Inc. (CHAI).

At the time the LDA was approved, the buyer planned to build approximately 47 units of one-bedroom housing units for senior citizens ages 62 or older whose household income does not exceed 50% of the Area Median Income (AMI) as defined by the Department of Housing and Urban Development (HUD). Since approval, HUD has released a Notice of Funding Availability (NOFA) for its senior housing funding. Under the terms recently released the NOFA, funding has been increased to permit the development of additional units. Renaissance Gardens, Inc. has amended its unit count from 47 to 60 units. All units will remain one-bedroom units and will only be available for seniors ages 62 or older with an average income that is at or below 50% of the AMI as defined by HUD.

The original LDA reserved 4410 Pall Mall Road for future development. However, the property is now needed to accommodate the required parking. This amendment no. 1 also permits development on this property.

In addition, this amendment increases the City's subsidy from \$500,000.00 to \$550,000.00, upon approval of the application. All other terms and conditions remain in effect.

MINUTES

DHCD - cont'd

(FILE NO. 57234)

UPON MOTION duly made and seconded, the Board approved and authorized the execution of an amendment no. 1 to land disposition agreement (LDA) with Renaissance Gardens, Inc. for the sale of 4410 Pall Mall Road and 4309-4311 Pimlico Road. The Mayor **ABSTAINED**.

MINUTES

Department of Housing and - Loan Subordinations
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the quarterly reports from the Department of Housing and Community Development outlining loan subordination requests from homeowners.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On February 25, 2005, the Board approved a Loan Subordination Policy from the Department. Under this policy, the Department was given authority to execute subordination agreements for homeowners seeking to refinance first mortgages provided the owner received no cash out from the refinance.

The Finance Review Committee reviewed and approved eight subordination agreements during this past quarter. This allows the City's second lien position to remain unchanged.

All other requests from homeowners for equity withdrawal when refinancing are presented to the Board and the Director of Finance for approval, as per the policy previously approved by the Board.

(FILE NO. 57077)

UPON MOTION duly made and seconded, the Board approved the acceptance of the quarterly reports from the Department of Housing and Community Development outlining loan subordination requests from homeowners.

MINUTES

Department of Housing and - Agreements
Community Development

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

1. **COMMUNITIES ORGANIZED TO IMPROVE** **\$ 35,150.00**
LIFE, INC. (COIL)/SOUTHWEST SENIOR
CENTER

Account: 2089-208911-5930-437227-603051

Under the terms of this agreement, the funds will be used to subsidize the operating cost of COIL's Southwest Senior Center. The senior center provides physical health screenings, educational classes, counseling, recreational activities, and intergenerational programs for low and moderate-income senior citizens that reside in the west and southwest areas of Baltimore City. The period of the agreement is September 1, 2010 through August 31, 2011.

MWBOO GRANTED A WAIVER.

2. **SOUTH BALTIMORE LEARNING CORPORATION,** **\$ 52,250.00**
INC.

Account: 2089-208911-5930-438034-603051

Under the terms of this agreement, the funds will be used to subsidize a portion of the organization's operating cost. The organization will provide adult basic education (ABE), pre-GED and GED instruction, and the ABE tutoring and career counseling services to low and moderate-income adults who reside in Baltimore City and have dropped out of high school. The period of the agreement is July 12, 2010 through July 11, 2011.

FOR THE FY 2011, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$10,625.00, AS FOLLOWS:

MBE: \$1,594.00

WBE: \$ 637.00

MINUTES

DHCD - cont'd

On June 30, 2010, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2010 Annual Action Plan for the following formula programs:

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

Upon approval of the resolution, the DHCD's Contract Section began negotiating and processing the CDBG agreements as outlined in the Plan effective July 1, 2010 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Office of the Labor Commissioner - Memoranda of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** the following three items between the City of Baltimore and the City Union of Baltimore, as follows:

1. Separate the City Union of Baltimore bargaining unit into two units:
 Unit I, Non-supervisory and,
 Unit II, Supervisory
2. Memorandum of Understanding for FY's 2011-2012 with CUB Unit I
3. Memorandum of Understanding for FY's 2011-2012 with CUB Unit II

AMOUNT OF MONEY AND SOURCE:

Wage increases will be covered in accordance with the fiscal plans for FY 2012. No wage increase, were granted in FY 2011.

BACKGROUND/EXPLANATION:

In accordance with the Municipal Employees' Relations Ordinance (MERO), the Office of the Labor Commissioner has concluded the negotiations with the City Union of Baltimore, Local 800. The results of these negotiations have been reduced to writing in the form of the submitted Memoranda of Understanding.

UPON MOTION duly made and seconded, the Board **NOTED** the foregoing three items between the City of Baltimore and the City Union of Baltimore

MINUTES

Fire Department - Grant Award Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution a grant award agreement with Maryland Emergency Management Agency (MEMA). The period of the grant is October 1, 2009 through June 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$226,398.00 - 1001-000000-1930-262100-401220

BACKGROUND/EXPLANATION:

This is a federal grant administered through MEMA. The grant funds must be matched dollar for dollar with local in-kind assistance. The grant is provided to enhance and strengthen emergency management capabilities at the state and local level.

This request is late because the grant award agreement was recently received from the grantor.

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 the execution a grant award agreement with Maryland Emergency Management Agency

MINUTES

Fire Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve the expenditure of funds to pay the Baltimore City Community College (BCCC).

AMOUNT OF MONEY AND SOURCE:

\$10,764.00 - 1001-000000-2112-226000-60320

BACKGROUND/EXPLANATION:

On March 21, 2007, the Board approved the initial agreement with BCCC to provide firefighter/paramedic training. The term of the agreement is effective November 1, 2006 for one year with automatic renewals for additional one terms on the anniversary date of the agreement, unless one of the parties provides written notice of termination to the other at least 90 days prior to the then applicable term.

APPROVED FOR FUNDS BY 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 the Baltimore City Community College.

MINUTES

Department of Transportation - On-Call Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an on-call agreement with McCormick Taylor, Inc., for Project No. 1134, On-Call Traffic Engineering Studies. The period of the agreement is effective upon Board approval for two years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$1,500,000.00 - (upset limit) - no funds are required at this time

BACKGROUND/EXPLANATION:

The Department has negotiated and procured the consulting agreement approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commissions. The Department desires to utilize the services of McCormick Taylor, Inc. The cost of services rendered will be on actual payroll rates, not including overhead and burdens times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits.

The consultant will assist with the preparation of Traffic Impact Studies for proposed development projects and make recommendations for mitigating the adverse impact of a proposed development. In addition, McCormick Taylor, Inc. will design traffic control devices, including signals, vehicle detection equipment, signs, pavement markings, and traffic calming installations. McCormick Taylor, Inc. will also perform signal timing analysis, modeling, optimization, and other tasks assigned by the Department.

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

MBE: Williams Associates- Engineers, P.A.	\$225,000.00	15.00%
RJM Engineering, Inc.	<u>180,000.00</u>	<u>12.00%</u>
	\$405,000.00	27.00%

MINUTES

Department of Transportation - cont'd

WBE: Phoenix Engineering, Inc.	\$ 75,000.00	5.00%
Connor Support Services, LLC	<u>60,000.00</u>	<u>4.00%</u>
	\$135,000.00	9.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

UPON MOTION duly made and seconded, the Board approved and authorized the execution of an on-call agreement with McCormick Taylor, Inc., for Project No. 1134, On-Call Traffic Engineering Studies.

MINUTES

Department of Transportation - On-Call Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an on-call agreement with Sabra Wang & Associates, Inc., for Project No. 1134, On-Call Traffic Engineering Studies. The period of the agreement is effective upon Board approval for two years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$1,500,000.00 - (upset limit) - no funds are required at this time

BACKGROUND/EXPLANATION:

The Department has negotiated and procured the consulting agreement approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commissions. The Department desires to utilize the services of Sabra Wang & Associates, Inc. The cost of services rendered will be on actual payroll rates, not including overhead and burdens times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits.

Sabra Wang & Associates, Inc. will assist with the preparation of Traffic Impact Studies for proposed development projects and make recommendations for mitigating the adverse impact of a proposed development. In addition, the consultant will design traffic control devices, including signals, vehicle detection equipment, signs, pavement markings, and traffic calming installations. Sabra Wang & Associates, Inc. will also perform signal timing analysis, modeling, optimization, and other tasks assigned by the Department.

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

MINUTES

Department of Transportation - cont'd

MBE: Williams Associates- Engineers, P.A.	\$105,000.00	7.00%
Vision Engineering & Planning, LLC	105,000.00	7.00%
Transtech Engineering Consultants, Inc.	90,000.00	6.00%
J K Datta Consultants, Inc.	105,000.00	7.00%
	<u>\$405,000.00</u>	<u>27.00%</u>
WBE: PELA Design, Inc.	\$ 67,500.00	4.50%
Connor Support Services, LLC	67,500.00	4.50%
	<u>\$135,000.00</u>	<u>9.00%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of an on-call agreement with Sabra Wang & Associates, Inc., for Project No. 1134, On-Call Traffic Engineering Studies.

MINUTES

Department of Transportation - Amendment No. 2 to On-call
Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment No. 2 to an on-call agreement with Rummel, Klepper and Kahl, LLP, for Project No. 1074, On-Call Consultant Services for Reconstruction, Rehabilitation and/or Resurfacing Projects.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - Increase (Various Accounts)

BACKGROUND/EXPLANATION:

On April 30, 2008, the Board approved the original agreement in the amount of \$2,000,000.00 with the consultant for engineering design services. The period of the agreement was for three years. On February 16, 2011 the Board approved amendment no. 1 for a one-year time extension. This amendment no. 2 increases the upset limit by \$500,000.00, making the total award \$2,500,000.00. The expiration date will remain April 30, 2012.

MBE/WBE PARTICIPATION:

The consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the original agreement.

AUDITS NOTED THE INCREASE IN THE UPSET LIMIT AND WILL REVIEW THE TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of amendment no. 2 to an on-call agreement with Rummel, Klepper and Kahl, LLP, for Project No. 1074, On-Call Consultant Services for Reconstruction, Rehabilitation and/or Resurfacing Projects.

MINUTES

Department of Transportation - Amendment No. 2 to On-Call Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment No. 2 to an on-call agreement with Whitman, Requart & Associates, LLP, for Project No. 1074, On-Call Consultant Services for Reconstruction, Rehabilitation and/or Resurfacing Projects.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - Increase (Various Accounts)

BACKGROUND/EXPLANATION:

On May 21, 2008, the Board approved the original agreement in the amount of \$2,000,000.00 with the consultant for engineering design services. The period of the agreement was for three years. On January 26, 2011 the Board approved amendment no. 1 for a one-year time extension. This amendment no. 2 increases the upset limit by \$500,000.00, making the total award \$2,500,000.00. The expiration date will remain May 21, 2012.

MBE/WBE PARTICIPATION:

The consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the original agreement.

AUDITS NOTED THE INCREASE IN THE UPSET LIMIT AND WILL REVIEW THE TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of amendment no. 2 to an on-call agreement with Whitman, Requart & Associates, LLP, for Project No. 1074, On-Call Consultant Services for Reconstruction, Rehabilitation and/or Resurfacing Projects.

MINUTES

Dept. of Transportation (DOT) - Expenditure of Funds to pay
Maryland Port Administration

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize payment to the Maryland Port Administration (MPA) for improvements to Shed No. 5 at the North Locust Point Marine Terminal (NLPMT).

AMOUNT OF MONEY AND SOURCE:

\$75,000.00 - 9950-904545-9506-900000-706046

BACKGROUND/EXPLANATION:

The payment to the MPA will be used for improvements to Shed No. 5 at the NLPMT in conjunction with the Fort Avenue Bridge Reconstruction Project. During the bridge reconstruction, Shed No. 5 will act as a temporary fire Station for Baltimore City Fire Department (BCFD), Engine No. 26.

Beginning in the summer of 2011, the DOT will reconstruct the Fort Avenue Bridge over CSX Railroad in the Locust Point Community. Because of the peninsula's geography and the limited number of roadway access points of the community, the BCFD and the affected communities have requested a temporary relocation of certain fire apparatus east of the Fort Avenue Bridge for the duration of the bridge closure. The DOT and the BCFD have identified a suitable location at the NLPMT, Shed No. 5, which can accommodate the Fire/EMS personnel, provide safe housing for the fire apparatus, and a prompt response time in the case of an emergency situation in the Locust Point Community.

To fully accommodate the needs of the BCFD, the DOT has agreed to pay the cost to make certain upgrades of the NLPMT, Shed No. 5., such as improvements to the kitchen, separate bunk and bathroom/shower areas for male and female personnel, replacement of doors and locks, and certain HVAC improvements for personnel

MINUTES

Dept. of Transportation - cont'd

and apparatus. Because of requirements of the Department of Homeland Security, the NLPMT operates under an approved Facilities Security Plan (FSP). The FSP requires that only contractors and employees of the Marine Terminal may access and improve certain facilities. Absent an amendment to the FSP, which could take up to 180 days, this work cannot be performed by employees other than by Marine Terminal employees and/or contractors. Such a delay would not be in the best interest of the City as it reconstructs the Fort Avenue Bridge.

The MPA has provided an estimated cost of \$50,986.72 for the work, but has cautioned that additional improvements may be necessary because of the unique use of the facility. Therefore, the DOT requests authorization for up to \$75,000.00 to be fully documented with invoices, receipts, etc. by MPA.

The MPA has agreed that labor costs will be charged at MPA's average hourly rate by craft. Payroll additives will not be included. Overtime will be charges at 1½ times the hourly rate. All materials will be charges at MPA's cost and without markup.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$125,000.00	9950-902441-9507	9950-904545-9506-3
Others	Constr. Res. Caroline St. Bulkhead	Design & Studies Ft. Avenue Bridge Reconstruction

This transfer will cover the cost related to temporary relocation of Engine No. 26 of Baltimore City Fire Department to Shed No. 5 of Maryland Port Administration, which can provide accommodation for Fire/EMS personnel, safe housing of fire apparatus and prompt response time in case of an emergency situation in the Locust Point Community during the bridge closure at the time of reconstruction of the bridge.

MINUTES

Dept. of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved the payment to the Maryland Port Administration for improvements to Shed No. 5 at the North Locust Point Marine Terminal. 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.

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. PITNEY BOWES, INC. | \$22,359.00 | Renewal |
| Solicitation No. 08000 - Software Maintenance Services Agreement for PX Mailing System - Department of Public Works - Req. No. R536659 | | |

On July 14, 2010, the Board approved the original award in the amount of \$22,359.00. The award contained two 1-year renewal options at the sole discretion of the City. This renewal in the amount of \$22,359.00 is for the period July 13, 2011 through July 12, 2012.

- | | | |
|-----------------------------------------------------------------------------------------------------|-------------|---------|
| 2. APPLE FORD, INC. | \$49,034.00 | Low Bid |
| Solicitation No. B50001932 - Two Ford Transit Connect XLT Vans - Fire Department - Req. No. R566176 | | |

- | | | |
|----------------------------------------------------------------------------------------------------|-------------|---------|
| 3. DUNBAR ARMORED, INC. | \$75,000.00 | Renewal |
| Solicitation No. B50001015 - Armored Transport Services - Department of Finance - P.O. No. P508517 | | |

On June 10, 2009, the Board approved the initial award in the amount of \$95,182.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This is the first renewal in the amount of \$75,000.00 and is for the period July 1, 2011 through June 30, 2012, with two renewal options remaining.

MWBOO GRANTED A WAIVER.

- | | | |
|--------------------------------------------------------------------------------------------|-------------|----------|
| 4. SLIGO SYSTEMS | \$19,585.00 | Increase |
| Solicitation No. 08000 - Sligo Pumps Parts - Department of Public Works - P.O. No. P515361 | | |

On November 17, 2010, the Board approved the initial award in the amount of \$22,000.00. Due to increased usage, an increase in the amount of \$19,585.00 is necessary, making the total award amount \$41,585.00.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

5. F.F. AND A. JACOBS & SONS

HOWARD UNIFORM CO.,	\$ 85,000.00	Renewal
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Solicitation No. B50000293 - Uniforms for D.O.T. Safety -
Department of Public Works - P.O. No. P502039 and P511864

On May 28, 2008, the Board approved the initial award to F. F. and A. Jacobs & Sons in the amount of \$300,000.00 and Howard Uniform Co. in the amount of \$0.00. On May 19, 2010, the Board approved a renewal to Howard Uniform Co., in the amount of \$150,000.00. On July 28, 2010, the Board approved an increase in the amount of \$50,000.00 to Howard Uniform Co. This renewal in the amount of \$85,000.00 to Howard Uniform Co. is for the period May 31, 2011 through May 30, 2012.

MWBOO GRANTED A WAIVER.

6. MARTINS, INC. \$1,902,400.00 Renewal

MARTINS, INC.	\$1,902,400.00	Renewal
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Solicitation No. BP-07134 - Summer Food Service Program for
Children - Department of Housing and Community Development -
P.O. No. P516883

On May 23, 2007, the Board approved the initial award in the amount of \$1,451,790.00. The award contained four 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This is the final renewal in the amount of \$1,902,400.00 for the period June 14, 2011 through June 13, 2012.

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 - cont'd

MWBOO SET GOALS OF 17% MBE AND 9% WBE.

MBE: Class Act Catering	14.82%
Eastern Food Services	0.87%
WBE: Shalom Caterers	6.63%
MR Enterprises	2.25%

MWBOO FOUND VENDOR IN COMPLIANCE.

UPON MOTION duly made and seconded, the Board approved the foregoing informal awards and increases and extensions to contracts.

MINUTES

Parking Authority of Baltimore City - Approval of Additional Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an increase to the Purchase Order for the Water Street Garage managed by Chesapeake Parking Associates through June 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$ 42,109.00	-	2075-000000-5800-407300-603016	Maintenance and Repair Expenses
<u>128,878.00</u>	-	2075-000000-5800-407300-603038	Security
\$170,987.00			

BACKGROUND/EXPLANATION:

The Parking Garage Operating Agreements are set up with a fixed management fee and an estimate of reimbursable operating expenses. There are a number of expenses that are difficult to estimate. These expenses include elevator repairs, snow removal, security, lighting, etc. The operator is required to provide backup materials to certify that expenses are only for garage operations. The contract also includes a provision for payment of an incentive fee based on revenues generated.

The management contract approved by the Board on December 8, 2010 was for the term of July 01, 2010 to June 30, 2011. This increase will allow the final payments using the Purchase Order which expires June 30, 2011. The Management Contracts are for a multiple year term. However, the Purchase Orders are issued for a one-year period based on the fiscal year. This increase will allow payments to the vendor for increased security, maintenance, and repair costs anticipated through June 30, 2011.

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

UPON MOTION duly made and seconded, the Board approved an increase to the Purchase Order for the Water Street Garage managed by Chesapeake Parking Associates through June 30, 2011.

MINUTESDepartment of General Services - Minor Privilege Permit Application

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 222 E. Redwood St.	Goodwill Industries of the Chesapeake, Inc.	Retain four double face banner signs 10' x 2'

Annual Charge: \$337.92

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

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

MINUTESDepartment of General Services - Developers' Agreements

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

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	CHASE STREET APARTMENTS, LLC	1226	\$13,660.00

The Chase Street Apartments, LLC would like to install a new water service at 10 West Chase Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A letter of credit in the amount of \$13,660.00 has been issued to Chase Street Apartments, LLC which assumes 100% of the financial responsibility.

2.	UNIVERSITY OF MARYLAND MEDICAL SYSTEM CORPORATION	1215	\$432,000.00
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The University of Maryland Medical System Corporation will install new electric conduits to the proposed upgrades to the Maryland General Hospital, located in the vicinity of 827 Linden Avenue. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A performance bond in the amount of \$432,000.00 has been issued to The University of Maryland Medical System Corporation which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

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

MINUTES

Department of General Services - Vehicular and Pedestrian
Easement Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an vehicular and pedestrian easement agreement with the Maryland Transportation Authority (MTA).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On October 6, 2010, the Board approved an exchange agreement in which the City would close and transfer to the State of Maryland the beds of two streets, Newgate Avenue and New Vail Street. The two streets were needed by the State in connection with its lease agreement with Ports America to operate the State's Seagrit Marine Terminal. In exchange for the City transferring the street beds for no monetary consideration, the State is providing an easement to the City for the continued public use of New Vail Street, which the State built at its own expense and will continue to maintain, except for snow removal which will be the responsibility of the City.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of an vehicular and pedestrian easement agreement with the Maryland Transportation Authority (MTA).

MINUTES

Department of General Services - Ratification of Training

ACTION REQUESTED OF B/E:

The Board is requested to ratify the procurement of training services provided by Raytheon Professional Services, LLC (Raytheon) to the Department of General Services, Fleet Management Division on Feb. 15, 16, 17, 2011; March 28, 29, 30, 2011; April 5, 6, 7, 12, 2011, and approve the payment of the subsequent invoices.

AMOUNT OF MONEY AND SOURCE:

\$19,995.00 - 2030-000000-1890-189307-603020

BACKGROUND/EXPLANATION:

Raytheon is an authorized GM training company and has provided training for mechanics of the City's Fleet Management Division on the maintenance and repair of vehicles and equipment. The Fleet Management Division is currently working with the Bureau of Purchases to execute a contract with this vendor to fulfill future training requirements. The Department apologizes for this request to ratify the training.

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

UPON MOTION duly made and seconded, the Board ratified the procurement of training services provided by Raytheon Professional Services, LLC (Raytheon) to the Department of General Services, Fleet Management Division on Feb. 15, 16, 17, 2011; March 28, 29, 30, 2011; April 5, 6, 7, 12, 2011, and approved the payment of the subsequent invoices.

MINUTES

Department of General Services - Energy Performance
Contract - Phase II

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement for a Phase II Energy Performance Contract with Energy Systems Group (ESG). The Board is further requested to authorize financing of the project through a Bureau of Treasury Management Master Lease.

AMOUNT OF MONEY AND SOURCE:

\$2,841,501.00

BACKGROUND/EXPLANATION:

This agreement is for the construction of energy conservation measures (ECMs). The scope of work will be retrofitting lighting and installing controls in the 15 Parking Authority garages of the City. The ESG will also provide monitoring services to verify the resulting energy savings, and system and equipment maintenance services.

The total cost of the construction project is \$2,841,501.00. The project cost will be financed by the City through the City's Master Lease for Energy Performance Contracting Projects, provided through the City's Bureau of Treasury Management. The amount to be financed by the Master Lease is \$2,841,501.00. This includes capital costs for construction and project inspection and oversight. Annual loan payments will be made by the City utilizing funds that will be saved by the reduction of energy consumption through implementing the scope of work as proposed by the ESG. The amount of energy savings as related to each implemented ECM is guaranteed by the ESG for the life of the contract, which is 10.5 years after the completion of construction, which will be documented by a Certificate of Substantial Completion. In addition, the energy and operational savings will fund a 10.5 year maintenance and services agreement of \$1,811,199.00 and 10.5 year monitoring and verification agreement for \$241,169.00.

MINUTES

DGS - cont'd

On October 10, 2007, the Board approved a Phase I - Energy Performance Contract with the ESG to provide a detailed energy audit and guaranteed savings program to reduce the City's energy consumption and maintenance costs for Parking Authority Garages lights mentioned above. This agreement will provide for the implementation of energy savings measures, guarantee of the resulting savings and maintenance for all installed equipment for the life of the contract.

MBE/WBE PARTICIPATION:

MBE:	Hunt Consulting, LLC	\$162,372.00	6%
WBE:	Lighting Maintenance, Inc.	\$ 81,186.00	3%

MWBOO FOUND THE VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(FILE NO. 56030)

UPON MOTION duly made and seconded, the Board approved and authorized the execution of an agreement for a Phase II Energy Performance Contract with Energy Systems Group (ESG). The Board is further requested to authorize financing of the project through a Bureau of Treasury Management Master Lease.

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 8, to Grieves, Worrall, Wright & O'Hatnick, Inc. for Project No. 1066, On-Call Architectural Design Services.

AMOUNT OF MONEY AND SOURCE:

\$125,670.24 - 9938-904744-9474-000000-703032

BACKGROUND/EXPLANATION:

This Task No. 8 will include the design services for Clifton Park Recreation Center Gymnasium.

MBE: 18.07%

WBE: 14.11%

MWBOO FOUND VENDOR IN COMPLIANCE.

THE TRANSFER OF FUNDS FOR THIS ITEM WAS APPROVED BY THE BOARD OF ESTIMATES ON MARCH 23, 2011.

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 8, to Grieves, Worrall, Wright & O'Hatnick, Inc. for Project No. 1066, On-Call Architectural Design Services.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

On the recommendations of the City agencies

hereinafter named, the Board,

UPON MOTION duly made and seconded,

awarded the formally advertised contracts

listed on the following pages:

1495 - 1496

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.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Public Works/
Department of Recreation and Parks

1.	RP 10853, Jack Paulsen Memorial Field	K & K Adams, Inc.	\$868,670.00
	MBE: Sparks Quality Fence Company	\$ 36,290.00	4.18%
	Dease Concrete Service, Inc.	56,500.00	6.50%
	Fallsway Construction Company, LLC	21,000.00	2.42%
	Commercial Interiors, Inc.	<u>240,000.00</u>	<u>27.63%</u>
	Total:	\$353,790.00	40.73%
	WBE: Native Terrain Restoration, Services, Inc.	\$ 65,016.00	7.48%

MWBOO FOUND VENDOR IN COMPLIANCE.

Department of Recreation and Parks

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$658,189.80	9938-913001-9475	9938-905805-9474
State	Reserve Unallotted	Active Park Heights Jack Paulsen Park Renovation

This transfer will provide funds to cover costs associated with the award of the RP 10853, Jack Paulsen Memorial Field to K & K Adams, Inc.

(In accordance with Charter requirements, a report has been requested from the Planning Commission, the Director of Finance having reported favorably thereon.)

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

- | | | | |
|----|----------------------------------------------------------|---------------------------------------------------------------|--------------|
| 3. | B50001927, Tandem
Axle Tractors and
Lowboy Trailer | Beltway Interna-
tional , LLC
(Item Nos. 1 & 2) | \$242,880.00 |
| | | The Chesapeake
Supply & Equip-
ment Co.
(Item No. 3) | \$ 47,579.00 |

MWBOO GRANTED A WAIVER.

- | | | | |
|----|--------------------------------------------------------|--------------------------------------|--------------|
| 4. | B50001834, Street Tree
and Stump Removal
Group X | Forest Valley
Tree & Turf,
LLC | \$117,630.00 |
|----|--------------------------------------------------------|--------------------------------------|--------------|

MWBOO SET GOALS OF 15% FOR MBE AND 0% FOR WBE.

MBE: L. Johnson Tree Service, LLC	\$23,526.00	20.00%
---------------------------------------------	-------------	--------

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

Bureau of Water and Wastewater - On-Call Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an on-call agreement with KCI Technologies, Inc., for Project No. 1133K, Environmental Services and Hazardous Waste Handling. The period of the agreement is effective upon Board approval for three years, or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - various accounts - Upset limit

BACKGROUND/EXPLANATION:

The Bureau has a need for rapid response for handling hazardous waste materials such as chrome and oil contaminated soils, lead paint and asbestos at its various treatment plants, filtration plants, pumping stations, yards and other installations.

Typically, the work involved is limited in scope or of an urgent nature, which, in either case should not be postponed until the customary architect and engineering selection process can be executed. Calls for these services will be made as needs are identified. The costs of services rendered will be on a negotiated not-to-exceed price for each task assigned. Fees will be based on actual payroll rates not including overhead and burden times a set multiplier.

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

MINUTES

Bureau of Water and Wastewater - cont'd

MBE/WBE PARTICIPATION:

The consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the Agreement.

MBE: EBA Engineering, Inc.	\$230,000.00	23.00%
EnviroSystems, Inc.	<u>40,000.00</u>	<u>4.00%</u>
Total:	\$270,000.00	27.00%

WBE: Bay Associates	\$ 90,000.00	9.00%
Environmental, Inc.		

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

FILE NO. 56533

UPON MOTION duly made and seconded, the Board approved and authorized the execution of an on-call agreement with KCI Technologies, Inc., for Project No. 1133K, Environmental Services and Hazardous Waste Handling. The President **ABSTAINED**.

MINUTES

Bureau of Water and Wastewater - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to agreement with C.C. Johnson & Malhotra, P.C., for Project No. 1077C, On-Call Mechanical Engineering Services. The amendment extends the period of the agreement through February 11, 2015, or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

No additional funds are required.

BACKGROUND/EXPLANATION:

On February 11, 2009, the Board approved the original agreement with the consultant for three years. The consultant has been awarded tasks under this on-call agreement that are likely to exceed the original time of the contract substantially.

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the original agreement.

AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of an amendment to agreement with C.C. Johnson & Malhotra, P.C., for Project No. 1077C, On-Call Mechanical Engineering Services. The President **ABSTAINED**.

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 the agreement with Black & Veatch for Project 1001, Herring Run Collection System Evaluation and Sewershed Plan. The amendment no. 2 extends the period of the agreement through April 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

On November 01, 2006, Black & Veatch was awarded a contract to provide engineering services for the Herring Run Sewershed Collection System Evaluation and Sewershed Plan to comply with Paragraph 9 of the Consent Decree until April 30, 2010. On June 09, 2010, the Board approved Amendment No. 1 extending the agreement through April 30, 2011.

Under amendment no. 2, the consultant will continue to update GIS information and to provide engineering services to address comments from the Environmental Protection Agency/Maryland Department of the Environment on the Sewershed Study and Plan until the final approval of the referenced project at no additional cost to the City.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION

FILE NO. 55986A

MINUTES

BW&WW - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized the execution of amendment no. 2 to the agreement with Black & Veatch for Project 1001, Herring Run Collection System Evaluation and Sewershed Plan. The President **ABSTAINED**.

The Comptroller **ABSTAINED**.

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 with Hazen & Sawyer PC/Patton Harris Rust & Associates/Hatch Mott MacDonald, LLC, for Project 1029, Low Level Collection System Evaluation and Sewershed Plan. The amendment no. 2 extends the period of the agreement through May 9, 2012.

AMOUNT OF MONEY AND SOURCE:

No additional funds requested.

BACKGROUND/EXPLANATION:

On May 9, 2007, the Board approved the original contract with the consultant for three years. The consultant will continue to provide engineering services for the Low Level Collection System Evaluation and Sewershed Plan to comply with Paragraph 9 of the Consent Decree.

On June 9, 2010, the Board approved amendment no. 1 to extend the agreement through May 10, 2011. Under this amendment no. 2, the consultant will continue to update GIS information and provide engineering services to address comments from the Environmental Protection Agency/Maryland Department of the Environment on the Sewershed Study and Plan until the final approval of the project at no additional cost to the City.

THE CONSULTANT WAS APPROVED BY THE OFFICE OF BOARDS AND COMMISSIONS AND THE ARCHITECTURAL & ENGINEERING AWARDS COMMISSION.

MINUTES

Bureau of Water and Wastewater - cont'd

MBE/WBE PARTICIPATION:

The consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the original agreement.

AUDITS NOTED THE TIME EXTENSION.

FILE NO. 55986A

UPON MOTION duly made and seconded, the Board approved and authorized the execution of amendment no. 2 with Hazen & Sawyer PC/Patton Harris Rust & Associates/Hatch Mott MacDonald, LLC, for Project 1029, Low Level Collection System Evaluation and Sewershed Plan. The President **ABSTAINED**.

MINUTES

Bureau of Water and - Amendment No. 2 to Agreement
Wastewater (BW&WW)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment no. 2 to agreement with KCI Technologies, Inc. (KCI). The amendment no. 2 extends the period of the agreement through June 16, 2012.

AMOUNT OF MONEY AND SOURCE:

\$324,881.43 - 9956-904531-9551-900020-703032

BACKGROUND/EXPLANATION:

On June 19, 2009 the Board awarded Project 1096K to KCI to provide engineering support services to the Utility Geographic Information System (GIS) updates. The City now wishes KCI to continue providing engineering support services for wastewater and stormwater features that were revised by Consent Decree work and need to be added to the GIS.

On November 24, 2010, the Board approved an amendment no. 1 in the amount of \$248,347.73 to allow KCI to continue to work. The City now wishes to exercise an option to accommodate completion of the current scope of work and to fulfill contract requirements. This EAR encumbers funding for continuing the work and for a 1-year extension.

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

MBE/WBE PARTICIPATION:

The consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE 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>
\$ 400,000.00	9956-903627-9549	9956-904531-9551-3
Wastewater	Constr. Res.	Engineering
Revenue	Wet Weather	
Bonds	Program	

This transfer will provide funds to cover the cost of Project 1096K, Utility GIS and the current account deficit (BD 09699).

FILE NO. 56533

UPON MOTION duly made and seconded, the Board approved and authorized the execution of an amendment no. 2 to agreement with KCI Technologies, Inc. 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**.

MINUTESLaw Department - Opinion - Request for Refund of Real Property Taxes

The Board is requested to approve a refund of real property taxes for Mr. James I. Woodson, claimant, for his property located at 4705 Wrenwood Avenue.

It is the opinion of the Law Department that Mr. Woodson meets the qualifications for a real property tax exemption for a 100% disabled veteran and that he is eligible to receive a refund of taxes paid since he met the status of a 100% disabled veteran and resided in a dwelling occupied by not more than two families during the period in question. It has been determined that Mr. Woodson is entitled to a refund of real property taxes, which were paid as follows:

<u>Claimant/s</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
JAMES I. WOODSON	4705 Wrenwood Avenue	2010/2011	\$2,565.00
		2009/2010	2,440.57
		2008/2009	<u>1,378.03</u>
		Total Refund	\$6,383.60

Mr. Woodson filed his application on April 22, 2011.

Pursuant to the Tax Property Article, Section 208(h)(2), it is required that interest will be paid at the rate the county or municipal corporation charges on overdue taxes and that the interest will accrue from the date the application is filed with the county or municipal corporation. In order to avoid interest being paid, each claimant's refund must be made within 60 days of the application.

UPON MOTION duly made and seconded, the Board approved and authorized the a refund of real property taxes for Mr. James I. Woodson, claimant, for his property located at 4705 Wrenwood Avenue.

MINUTES

Department of Finance - Investment Subadvisory Agreement Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve a renewal to the investment subadvisory agreement with Black Knight Asset Management, LLC (BKAM). The period of the renewal is May 22, 2011 through May 21, 2012, with 1 one-year renewal option remaining.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On May 21, 2008, the Board approved the original agreement with the BKAM to provide investment management and subadvisory services for the Stable Value Fund of the City of Baltimore Deferred Compensation Plan. This is the first of two one-year renewal options.

The BKAM is a minority-owned fixed-income firm located in Washington, D.C. Its investment team has worked together for more than ten years and has over 70 years of combined investment experience. The team has an impressive stable value track record. It has managed more than \$8,000,000,000.00 in core fixed-income and stable value assets while working at the international City Managers Association before starting their own firm. The BKAM currently manages approximately \$30,000,000.00 of assets in the City of Baltimore's Stable Value Fund.

UPON MOTION duly made and seconded, the Board approved a renewal to the investment subadvisory agreement with Black Knight Asset Management, LLC.

MINUTES

Bureau of the Budget - Special Events Fee Change and Policy
& Management Research

ACTION REQUESTED OF B/E:

The Board is requested to approve the fee schedule to services rendered by City Agencies for special events permits (referred to as special events fees) in the City of Baltimore. The fee schedule will be effective for all special events permit applications made after May 22, 2011. These fees will be subject to annual adjustment in accordance with the CPI at the beginning of each calendar year.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The fees are based on a City-contracted, 2008 Public Financial Management (PFM) study that was also used to set the City-wide fee changes approved by the Board on February 9, 2011. The PFM developed a fee inventory of over 2,000 fees utilized by the City. The PFM examined in depth 300 fees in the areas of development, public safety, health, and environmental protection. The analysis utilized Activity Based Costing (ABC) to determine the cost of fees in eight City agencies. The ABC is a costing technique that identifies both the direct and indirect costs of a specific task or activity.

Additionally, the PFM collected data on comparable fees in the jurisdictions of Anne Arundel, Baltimore, and Howard counties and the cities of Austin, Indianapolis, Memphis, Minneapolis, and Portland. A steering committee of senior City officials reviewed the data and made the recommendations for special events fees. The adoption of this fee schedule is recommended to improve the consistency and transparency of fees for special events permits.

MINUTES

BBMR - cont'd

FEE SCHEDULE:

The following is a listing of all special events fees, effective for event applications made after May 22, 2011:

EQUIPMENT/SERVICE	CURRENT FEE PER UNIT	PROPOSED FEE PER UNIT
Special Events Application Fees		
8 or more weeks prior	\$80 .00	\$80 .00
6-8 weeks prior	\$125.00	\$125.00
4-6 weeks prior	\$250.00	\$250.00
Equipment Request Fee		
8 or more weeks Prior	\$50.00	\$50.00
6-8 weeks prior	\$65.00	\$65.00
4-6 weeks prior	\$80.00	\$80.00
Fire Department		
Fire Dept special event Application fee	\$45.00	\$45.00
Fire Dept Tent Inspection fee (tents over 200 Sq. Ft.)	\$150.00	\$150.00
Fire Marshall attendance (hourly fee, minimum of 4 hours)	\$45.00	\$45.00
Fire Medic- 2 people (hourly fee per member, min. of 4 hours)	\$45.00	\$45.00
Mayor's Office		
Mayor's Stage	\$600.00	\$600.00
Mayor's Stage Delivery, Set-Up, Security (per hour)	\$75.00	\$75.00
Police		
*Security (per hour/per officer)	Varies	\$45.00
Marked Police Vehicle (for mobile events) (per vehicle)	\$50.00	\$50.00
Solid Waste		
Trash Cans 1-20 Receptacles	\$200.00	\$200.00
Additional Receptacles (per can)	\$5.00	\$5.00
Dumpsters (8 cubic yards)	\$400.00	\$400.00
Roll-Offs (40 cubic Yards)	\$700.00	\$700.00
Recycling Bins (only provided for large events where DPW staff present)	Free	Free
**Load Packer Crew (per hour rate)	Varies	\$85.00
**Street Sweeper Crews (per hour rate)	Varies	\$32.00
**Cleaning Crew (1 driver, 2 laborers, & 1 Supervisor per hour/crew)	Varies	\$71.75

MINUTES

BBMR - cont'd

EQUIPMENT/SERVICE	CURRENT FEE PER UNIT	PROPOSED FEE PER UNIT
Transportation Fees		
General Equipment		
10x10 Tents (includes sandbags) (first 10)	Free	Free
10x15 Tents (includes sandbags)(first 10)	Free	Free
Per Tent Charge for every tent ordered over 10 total	\$50.00	\$50.00
Tent Delivery and Set-Up Charge (1-25 tents)	\$250.00	\$250.00
Tent Delivery and Set-Up Charge (26- 50 tents)	N/A	\$500.00
Tent Delivery and Set-Up Charge (50+ tents)	N/A	\$1,000.00
Supply/Deliver Stages 8x8	\$250.00	\$250.00
Supply/Deliver Stages 12x12	\$250.00	\$250.00
Supply/Deliver Wooden Stages 16x16	\$325.00	\$325.00
Supply/Deliver Wooden Stages 18x24	\$400.00	\$400.00
**Supply/Deliver Stage 30x40 (steel)	\$2,000.00	\$4,000.00
Supply/Deliver Upright Panels 4x8	\$50.00	\$50.00
Supply/Deliver Risers 4x8x6 high	\$50.00	\$50.00
Bicycle Rack (minimum 10) (per 10 bike racks)	\$150.00	\$150.00
Horizontal Banner Installation (per banner per 2 weeks)	\$150.00	\$150.00
Transportation Electrical		
Gas Powered Generators- refueling included (per day per generator) (minimum 5)	\$100.00	\$100.00
***Electrical Connection Electrician (per hour per electrician) (min. of 4 hours)	\$70.00	\$75.00

MINUTES

BBMR - cont'd

EQUIPMENT/SERVICE	CURRENT FEE PER UNIT	PROPOSED FEE PER UNIT
Traffic		
Traffic Set-Up and Materials- Block party, Parking	Free	Free
Traffic Set-Up and Materials - Festivals, Events in Parks (per event per day)	\$250.00	\$250.00
Traffic Set-Up and Materials - Parades, Footraces	\$1,000.00	\$1,000.00
STEO during event (per hour per person) (minimum 4 hours)	\$32.50	\$32.50
Portable Variable Message Sign	\$200.00	\$200.00

*This represents the flat fee for security as recommended by the PFM study.

**This represents a flat fee for Solid Waste services to replace varying fee based on the salary of the employees.

**These fees supersede DOT's fees for special events rentals approved by the Board on February 16, 2011. The original fee of \$2,000 was recorded in error.

***This fee now includes materials, travel, and administration.

UPON MOTION duly made and seconded, the Board approved and authorized the fee schedule for services rendered by City Agencies for special events permits (referred to as special events fees) in the City of Baltimore. The fee schedule will be effective for all special events permit applications made after May 22, 2011. These fees will be subject to annual adjustment in accordance with the CPI at the beginning of each calendar year.

MINUTES

Department of General Services - Selected Source Procurement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the award of GS 11819, Baltimore Visitors Center Replacement Doors to Harmon, Inc. on a selected source basis.

AMOUNT OF MONEY AND SOURCE:

\$184,000.00 - 9904-918007-9127-900000-706063

BACKGROUND/EXPLANATION:

The Department of General Services decided to use selected source procurement for this project Baltimore Visitors Center Replacement Doors. The work includes door replacement and all associated work in accordance with the plans and specifications. Harmon, Inc. will manufacture the door and complete the installation in advance of the tourism season beginning in June 2011.

In accordance with the Baltimore City Charter Article VI subsection 11 (d)(i), the Department of General Services hereby certifies, that the supplies, materials, equipment, services, or public works are of such a nature that no advantage will result in seeking, or it is not practicable to obtain, competitive bids. The Department of General Services has provided written notice to the Department of Finance.

APPROVED FOR FUNDS BY FINANCE

MWBOO GRANTED A WAIVER

AUDITS REVIEWED AND HAD NO OBJECTION

MINUTES

UPON MOTION duly made and seconded, the Board approved and authorized the award of GS 11819, Baltimore Visitors Center Replacement Doors to Harmon, Inc. on a selected source basis. The Mayor **ABSTAINED**.

PRESIDENT: "The Board is in recess until twelve o'clock noon for the opening and receiving of bids."

* * * * *

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

-

B50001850, Handheld Computerized Parking Enforcement Units, Management Software and Maintenance Services
BIDS TO BE RECV'D: 6/15/2011
BIDS TO BE OPENED: 6/15/2011

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:

Department of Transportation - TR 10001R, Replacement of
Bridge BC 6521-Georges Creek
Road Over George's Run

Allied Contractors, Inc.
American Infrastructure
The Six-M Company, Inc.
J.W. Brawner Contracting
Co., Inc.

* * * * *

There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, May 25, 2011.



JOAN M. PRATT
Secretary