

## MINUTES

REGULAR MEETING

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

The meeting was called to order by the President.

President: "I will direct the Board members attention to the memorandum from my office dated August 29, 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 items on the routine agenda."

Comptroller: "Second."

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

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## MINUTES

BOARDS AND COMMISSIONS1. 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:

American Siteworks, LLC	\$	1,035,000.00
Ark Systems, Inc.	\$	8,000,000.00
BMS Cat, Inc.	\$	63,594,000.00
Brandenburg Industrial Service Company	\$	250,605,000.00
C.O. Falter Construction, Corp	\$	145,854,000.00
Chasney and Company, Inc.	\$	1,500,000.00
Chilmar Corporation	\$	8,000,000.00
Clyde McHenry, Inc.	\$	8,000,000.00
Covington Machine & Welding, Inc.	\$	8,000,000.00
Daisy Concrete Inc. of Maryland	\$	47,198,000.00
Work capacity rating underwritten by Blanket Guarantee for \$20,000,000.00 from the parent corporation Daisy Construction Company. (\$20,000,000.00 Daisy Construction Company, and \$27,198,000.00 Daisy Concrete Inc. of Maryland)		
Delaware Elevator Inc. and Related Companies	\$	8,000,000.00
Denver-Elek, Inc.	\$	62,415,000.00
Facchina Construction Company, Inc.	\$	170,271,000.00
Gaines and Company, Inc.	\$	8,000,000.00

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

Gibraltar Construction, Co., Inc.	\$	70,416,000.00
JLG Architectural Products, LLC	\$	369,000.00
Kinsley Construction, Inc.	\$	426,843,000.00
Mark-Lang, Inc.	\$	8,000,000.00
Optimum Controls Corporation	\$	8,000,000.00
P & J Contracting Company, Inc.	\$	49,086,000.00
Penn Line Services, Inc.	\$	59,364,000.00
Sargent Corporation	\$	96,201,000.00
Specialty Underwater Services, LLC	\$	1,500,000.00

2. Prequalification of Architects and Engineers

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

Bohler Engineering, Inc.	Architect, Landscape Architect, Engineer, Survey
HDR/Hydroqual d/b/a HDR Engineering, Inc.	Architect, Landscape Architect Engineer, Survey
Street Traffic Studies, Ltd.	Engineer
The Traffic Group, Inc.	Engineer
Transviron, Inc.	Engineer, Survey

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

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Condemnation</u>			
1. Blue Hound Properties, LLC	822 N. Patterson Park Avenue	L/H	\$44,000.00

Funds are available in Account No. 9910-906416-9588-900000-704040, EBDI Development Initiative.

**(File No. 56017)**

UPON MOTION duly made and seconded, the Board approved the condemnation.

**MINUTES**Employees' Retirement System (ERS) - Agreement**ACTION REQUESTED OF B/E:**

The Board is requested approve and authorize execution of an agreement with Ms. Bella Owens. The period of the agreement is September 1, 2011 through August 31, 2012.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Salary</u>	<u>Hourly Rate</u>
\$37,500.00	\$39.35

Account: 6000-604012-1520-169800-603026

**BACKGROUND/EXPLANATION:**

Ms. Owens is a former ERS employee and will be paid under contract from ERS trust funds.

Ms. Owens possesses experience and indispensable expertise in providing creative direction and interpretation of design needs to include developing and refining projects from concept through the entire design process. Her duties will include but are not limited to publishing the monthly ERS and EOS membership newsletters, providing graphic design services for the ERS website and updating and populating the website. She will also facilitate and conduct membership training seminars. Ms. Owens will provide weekly reports assessing all aspects of the various projects and perform related work as required.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Ms. Bella Owens. The Comptroller **ABSTAINED**.

**MINUTES**Employees' Retirement System (ERS) - Subscription Agreement**ACTION REQUESTED OF B/E:**

The Board is requested approve and authorize execution of a subscription agreement with RCPDirect Feeder, LTD. (Fund).

**AMOUNT OF MONEY AND SOURCE:**

No general funds

\$4,000,000.00 - (approximately) of ERS funds invested in shares  
of the Fund

\$ 40,000.00/year - Management fee

**BACKGROUND/EXPLANATION:**

The subscription agreement is required for investing a portion of ERS assets in shares in the Fund as a vehicle for investing in small/mid-market private equity investments. The Fund invests entirely in limited partnership interests of RCPDirect, LP, a limited partnership that makes small/mid-market private equity investments. All funds and expenses will be expended from ERS assets. The Fund will receive a 10% profit share after a preferred return to limited partners. Pursuant to the subscription agreement, RCP Advisors, LLC serves as the Partnership's investment manager.

The ERS Board with the assistance of its investment consultant conducted a nationwide search for small/mid-market private equity investment vehicles. The Board narrowed the eligible firms to three finalists and conducted interviews. With the recommendation of the ERS investment consultant, the Board selected RCP Advisors, LLC and approved investments in two funds managed by that firm.

**MINUTES**

Employees' Retirement System (ERS) - cont'd

**MWBOO GRANTED A WAIVER**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the subscription agreement with RCPDirect Feeder, LTD. The Comptroller **ABSTAINED**.

**MINUTES**Employees' Retirement System (ERS) - Subscription Agreement**ACTION REQUESTED OF B/E:**

The Board is requested approve and authorize execution of a subscription agreement with RCP Fund VII Feeder, LTD.

**AMOUNT OF MONEY AND SOURCE:**

No general funds

\$16,000,000.00 - of ERS funds invested in shares of RCP Fund VII Feeder, LTD

\$ 160,000.00/year - Management fee

**BACKGROUND/EXPLANATION:**

The subscription agreement is required for investing a portion of ERS assets in shares of RCP Fund VII Feeder, LTD as a vehicle for investing in a "fund of funds" of small/mid-market private equity investments. The RCP Fund VII Feeder, LTD Fund invests entirely in limited partnership interests of the RCP Fund VII, LP, a limited partnership "fund of funds" vehicle for small/mid-market private equity investments.

All funds and expenses will be expended from ERS assets. The RCP Fund VII Feeder, LTD will receive a 5% profit share after a preferred return to limited partners. Pursuant to the subscription agreement, RCP Advisors, LLC serves as the partnership's investment manager.

The ERS Board, with the assistance of its investment consultant, conducted a nationwide search for small/mid-market private equity investment vehicles. The Board narrowed the eligible firms to three finalists and conducted interviews. With the

**MINUTES**Employees' Retirement System - cont'd

recommendation of the ERS investment consultant, the Board selected RCP Advisors, LLC and approved investments in two funds managed by that firm.

**MWBOO GRANTED A WAIVER**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the subscription agreement with RCP Fund VII Feeder, LTD. The Comptroller **ABSTAINED**.

## MINUTES

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

The Board is requested to approve and authorize execution of the various grant agreements. The period of the agreement is July 1, 2011 through June 30, 2012, unless otherwise indicated.

1. **AIDS INTERFAITH RESIDENTIAL SERVICES,                   \$ 52,800.00**  
**INC. t/a AIRS**

Account: 5000-529112-3572-333725-603051

The organization will operate and oversee the Carriage House Program at 114 W. 21<sup>st</sup> Street. The program is a supportive housing program for homeless single youth age 18 - 21. Services to be provided will include case management, start-up services, residential counseling, supervision, life skills education and workforce development skills.

**MWBO GRANTED A WAIVER.**

2. **AIDS INTERFAITH RESIDENTIAL SERVICES,                   \$324,801.00**  
**INC. t/a AIRS**

Account: 4000-490912-3573-333643-603051

The organization will provide direct service to people living with AIDS in permanent housing. Services will be provided to ten low-income residents of the Don Miller House, a certified adult residential care facility.

**MWBO GRANTED A WAIVER.**

3. **UNITED MINISTRIES, INC.   \$ 40,200.00**

Account: 5000-529112-3572-333760-603051

The organization will provide 17 shelter beds to formerly homeless men of Baltimore City. The funds will be utilized to offset the costs of providing services, which will include but not be limited to safe and affordable housing and case management.

**MWBO GRANTED A WAIVER.**

## MINUTES

Mayor's Office of Human Services/ - cont'd  
Homeless Services Program

4. **BALTIMORE OUTREACH SERVICES, INC.** **\$155,200.00**  
**(BOS)**

Accounts: 5000-529112-3572-333764-603051  
5000-525612-3572-333764-603051

The BOS will provide 40 emergency shelter beds to homeless women with children at 701 South Charles Street.

**MWBOO GRANTED A WAIVER.**

5. **SAINT VINCENT DEPAUL OF BALTIMORE, INC.** **\$ 41,907.00**  
**(SVDP)**

Account: 5000-529112-3572-333729-603051

The SVDP will provide housing and supportive services to approximately 20 homeless men in recovery who are determined to be employable. The persons served will be residents of the Frederick Ozanam House Transitional facility located at 400 South Bond Street.

**MWBOO GRANTED A WAIVER.**

The agreements are late because of a delay at the administrative level.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

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

**MINUTES**

Mayor's Office of Human Services/ - Memorandum of Understanding  
Homeless Services Program

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with Queen Anne's County. The period of the MOU is July 1, 2011 for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$23,412.00 - 4000-490912-3573-333674-603051

**BACKGROUND/EXPLANATION:**

Under this MOU, the Queen Anne's County Department of Housing and Community Services will on behalf of homeless persons provide monthly rental assistance payments in the form of rental subsidies, security deposits and payment for damages, through Housing Opportunities for Persons with AIDS funding.

The MOU is late because of a delay on the part of Queen Anne's County.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with Queen Anne's County.

**MINUTES**

Baltimore Police Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the purchase of United States postage from Pitney-Bowes for a postage stamp machine to accommodate the postal needs of the Police Department.

**AMOUNT OF MONEY AND SOURCE:**

\$70,000.00 - 1001-000000-2044-219600-603009

**BACKGROUND/EXPLANATION:**

Pitney-Bowes is the sole source of postage for this Pitney-Bowes stamp machine used for the Police Department's official mailings to courts, private sector citizens, and other local and state agencies. Without these funds, the Police Department's mail operations will cease.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized the purchase of United States postage from Pitney-Bowes for a postage stamp machine to accommodate the postal needs of the Police Department.

**MINUTES**

Baltimore Development - Governmental/Charitable  
Corporation Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a governmental/charitable solicitation application that has been approved by the Board of Ethics of Baltimore City for the Emerging Technology Centers (ETC). The period of the campaign will be effective upon Board approval through September 30, 2013.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The Board of Ethics of Baltimore City approved the application on July 18, 2011. The Emerging Technology Centers (ETC) would like to create a Public Private Partnership for the purpose of supplementing the ongoing City subsidy to the ETC, Baltimore's technology business incubator. This internationally recognized incubator wishes to create special purpose incubator Centers of Excellence, which may be located in small, leased office space of approximately 2,000 square feet, or in an area in a current ETC facility set aside as a Center of Excellence to better serve new companies forming in various specialized industry tracks, such as medical devices, green/alternative energy, and/or cyber, among other focus areas to be determined. Uses of funds will include: facility upgrades and improvements; assistance for start-up entrepreneurs forming new businesses at the ETC; contractual payments for part-time experienced business consultants with specific industry expertise, funding for service providers to provide hands-on business assistance to entrepreneurs in a variety of technology tracks, sponsorship dollars for special events, seminars, and educational workshops.

Businesses dealing in financial services, banking, law, accounting, construction, medical devices and others, as appropriate, will be solicited for sponsorship funding. Criteria for targeting a corporate entity for solicitation will include:

## MINUTES

BDC - cont'd

commitment to overall community, value to overall community, perceived interest in the growing technology community in Baltimore, and interest in entrepreneurship. These firms may or may not be controlled donors, and will include the larger firms in the City. Solicitations will be made in the context of a scheduled formal meeting, with presentation materials, detailed budgets and follow-up as required. The ETC will not provide exclusive access to the ETC clients to any sponsors.

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

**(File No. 57133)**

UPON MOTION duly made and seconded, the Board endorsed the governmental/charitable solicitation application that has been approved by the Board of Ethics of Baltimore City for the Emerging Technology Centers

**MINUTES**

Baltimore Development - Land Disposition Agreement  
Corporation (BDC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the land disposition agreement (LDA) with Sphinx Club Complex LLC, developer, for five contiguous properties located at 2101, 2103, 2105, 2107 and 2111 Pennsylvania Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$13,000.00 - Sale Price

**BACKGROUND/EXPLANATION:**

Pennsylvania Avenue was designated a Baltimore Main Street neighborhood in 2000, and these properties are within the Main Street boundaries.

In July 2009, the BDC re-issued a Request for Proposals for a creative mixed-use development at the Sphinx Club site. One proposal was received, from Druid Heights Community Development Corporation (DHCDC). After careful consideration, the BDC recommended, and the Mayor approved, entering into an Exclusive Negotiating Period (ENP) with the DHCDC. During the intervening time staff has worked closely with the developer to move the project toward a LDA.

The details of the project are as follows:

- The mixed-use restaurant/museum/office space project, totaling 14,450 square feet, will include a first floor, full service restaurant - totaling 3,515 square feet (with a carry-out component totaling 350 square feet);
- the second floor will feature mezzanine seating for the restaurant and an additional, 1,600 square feet for the museum;
- the Black Athletes and Lost Legends (B.A.L.L.) House Museum - totaling 2,000 square feet (with a gift shop totaling 150 square feet);

**MINUTES**

BDC - cont'd

- the third floor of 2101 Pennsylvania Avenue will provide 1,850 square feet of office space to serve as a business incubator for area microenterprise businesses; and
- the Project is estimated to cost approximately \$4,102,261.00.

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

Under the terms of the LDA, the Developer will purchase the Site from the City for \$13,000.00. The appraised value is \$37,000.00. The sale of the property for less than the appraised value is justified because the project will:

- generate new tax revenues for the City that will equal approximately \$2,553,849.00 over 20 years in the form of real estate, payroll and utility taxes,
- the City will realize an estimated 20-year Internal Rate of Return of 39% on its investment of \$429,000.00 (at a 6% discount rate) in the form of a land write-down,
- the net present value of the City's investment is \$1,046,821.00 over 20 years at a 6% discount rate.
- Create 37 Full-Time Equivalent permanent jobs,
- the creation of the only sit-down restaurant in this commercial corridor will serve as a catalyst for future development of the area,
- provide a specific benefit to the community by creating a more pedestrian-friendly environment, enhancing the physical appearance of the 2100 block of Pennsylvania Avenue,

## MINUTES

BDC - cont'd

- the properties have been vacant for more than 15 years and are in a gradually worsening condition of decay. Located in the center of the Pennsylvania Avenue Main Street district, a multi-million dollar project here will showcase the possibilities for future development,
- due to public safety concerns 2101 Pennsylvania Avenue had to be demolished in the spring of 2010, because the building was no longer structurally sound, and
- the dual showpiece of a sit-down restaurant and Negro League museum will nicely complement the already established Pennsylvania Avenue Heritage Trail. Furthermore, these assets will aid the community in capitalizing on the growing Heritage Tourism industry.

**MBE/WBE PARTICIPATION:**

The developer has signed the Commitment to Comply with the Minority and Women's Business Enterprise Program of Baltimore City.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with the Sphinx Club Complex LLC, developer, for five contiguous properties located at 2101, 2103, 2105, 2107 and 2111 Pennsylvania Avenue.

Mayor: "I have a statement."

President: "Madam Mayor."

## MINUTES

BDC - cont'd

Mayor: "We have any non-routine or are we done?"

President: "We are done."

Mayor: "Okay. Thank you very much Mr. President. The Board of Estimates approved two projects that will serve as cornerstone to the revitalization of two historic knit Baltimore neighborhoods, Pennsylvania Avenue and Pigtown. The first project on Pennsylvania Avenue is the Sphinx Club project. The City worked closely with the Druid Heights Community Development Corporation, merchants as well as local residents to develop a strategy to improve the quality of life and create employment opportunities for the citizens living in the neighborhoods adjacent to the Avenue. The Sphinx Club project includes a full service restaurant called the Negro League Café, a Negro League Museum called Black Athletes and Lost Legends or B.A.L.L, house as well as a business incubator to facilitate business growth in the community. This dual showpiece of a sit down restaurant and a Negro League restaurant will nicely complement the already established Pennsylvania Avenue Heritage Trail. Furthermore,

## MINUTES

BDC - cont'd

these assets will aid the community in capitalizing on the growing heritage towards an industry. The project will cost over \$4,000,000.00 and has funds allocated for this project from State Farm Loan Tax Credits as well as grant funds. We expect this project to create 37 full-time jobs and generate over \$2,000,000.00 in new tax revenue."

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**MINUTES**

Baltimore Development - Land Disposition Agreement  
Corporation (BDC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the land disposition agreement (LDA) with Historic Pigtown Development II, LLC, developer, for five contiguous properties located at 925, 927, 929, 931, and 937 Washington Boulevard.

**AMOUNT OF MONEY AND SOURCE:**

\$1.00 - Purchase Price

**BACKGROUND/EXPLANATION:**

The properties extend from Washington Boulevard on the north and to Reinhardt Street on the south. Pigtown was designated a Baltimore Main Street neighborhood in 2000, and these properties are within the Main Street boundaries.

In 2006, the BDC released an RFP for 925-937 Washington Boulevard. Four proposals were received, and the proposal from the Historic Pigtown Development II, LLC was selected by the City. The BDC entered into an Exclusive Negotiating Period (ENP) with the developer and was negotiating a LDA. However, in November 2008, the BDC was notified by the developer that they were unable to secure financing for the project. Subsequently, the ENP expired, and BDC re-advertised the RFP with a deadline of November 10, 2009. The BDC received one Proposal from Charm City Housing LLC; after reviewing the proposal and working with the respondent, the BDC notified the respondent that it would not move forward with the proposal.

On May 12, 2011, the BDC received an unsolicited proposal from the Historic Pigtown Development II, LLC. The BDC re-released the RFP on May 23, 2011 for 30 days. No additional proposals were submitted.

The Historic Pigtown Development II, LLC proposal is described as follows:

The Historic Pigtown Development II, LLC proposes to develop 925 and 927 Washington Boulevard into residential units and demolish

## MINUTES

BDC - cont'd

929-937 Washington Boulevard, providing open space until the developer secures tenants and financing to develop a 4,725 square foot mixed-use retail and residential development.

The parcel in question is within the boundaries of the Washington Village Urban Renewal Area established by Ordinance No. 79-1128, originally approved June 27 1979, as amended, and is subject to the Urban Renewal Plan, as amended and adopted pursuant to said Ordinance.

The BDC requests a waiver of the appraisal policy requirement that the agreement be presented to the Board within twelve months of the appraisal for the following reasons:

- the cost of the appraisals to the City are not warranted due to the poor condition of the properties, and
- new appraisals would further delay this project.

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

Under the terms of the LDA, the Developer will purchase the Site from the City for \$1.00. The appraisals were dated August 26, 2005, October 4, 2005 and January 30, 2007. The appraised value was \$345,000.00.

- The properties have significantly deteriorated since 2005 and 2007, and are no longer safe to enter lacking roofing, floors and wall support,
- 929, 931 and 937 Washington Boulevard are unsalvageable and need to be demolished, and
- the developer has project financing and is ready to begin construction within seven days of settlement.

The sale of the property for less than the appraised value is justified because the project will:

## MINUTES

BDC - cont'd

- generate new tax revenues for the City that will equal approximately \$41,330.00 over 20 years in the form of real estate, payroll and utility taxes,
- create eight full-time equivalent construction jobs,
- the creation of two new residential units and a paved lot for community use as a farmers market, public art space and fundraiser location,
- the developer will, at his own expense, quickly demolish 929-937 Washington Boulevard and create a paved lot for community use within 30 days of taking title of the Sites,
- demolishing 929 - 937 Washington Boulevard will cost the City over \$80,000.00,
- the BDC spends \$500.00 a month securing and clearing debris from these properties,
- provide a specific benefit to the community by creating a more pedestrian-friendly environment, enhancing the physical connectivity between the eastern and western gateways of the Pigtown/Washington Village business district, and
- the properties were vacant and/or blighted for over 25 years and presented on-going public safety concerns and environmental hazards. Located in a prominent spot in the heart of the Pigtown/Washington Boulevard business district, the properties hindered commercial revitalization efforts and detracted from the health of the surrounding neighborhoods.

## MINUTES

BDC - cont'd

**MBE/WBE PARTICIPATION:**

The developer has signed the Commitment to Comply with the Minority and Women's Business Enterprise Program of Baltimore City.

(FILE NO. )

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Historic Pigtown Development II, LLC.

**MINUTES**

Department of                    - License Agreement  
Recreation and Parks

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize a license agreement with the Maryland Transit Administration, licensor. The period of the agreement is effective upon approval by the licensor for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$1.00 - if demanded

**BACKGROUND/EXPLANATION:**

On June 27, 2007, the Board approved an agreement with the State of Maryland for the Jones Falls Trail Phase IV, through grant funds from the Federal SAFETY-LU program. The City requires an easement through a portion of the licensor's property, underneath and along Clipper Mill Road, within the Central Light Rail system. The licensor is willing to grant such a right for the purpose of the Jones Falls Trail Phase IV project.

**(File No. 57244)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the license agreement with the Maryland Transit Administration.

## 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. GOLDSBOROUGH, INC.<br>Solicitation No. B50002054 - Tidewater Skiff 1784 Patrol Boats<br>- Department of Public Works - Req. No. R570165 | \$31,110.00 | Only Bid |
| 2. COLE MEDICAL, INC.<br>Solicitation No. B50001574 - Clinic Supplies - Health<br>Department - Req. No. P514406                            | \$11,554.00 | Renewal  |

On September 1, 2010, the Board approved the initial award in the amount of \$13,668.21. The award contained two 1-year renewal options. This renewal in the amount of \$11,554.00 is for the period September 1, 2011 through August 31, 2012, with one 1-year renewal option remaining.

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|--|-------------|---------|
| 3. CORRECT RX PHARMACY<br>SERVICES, INC.<br>Solicitation No. B50001574 - Various Medications - Health<br>Department - Req. No. P514465 | \$17,833.00 | Renewal |
|--|-------------|---------|

On September 9, 2010, the Board approved the initial award in the amount of \$9,684.83. This renewal in the amount of \$17,833.00 is for the period September 1, 2011 through August 31, 2012, with one 1-year renewal option remaining.

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|---|-------------|---------|
| 4. BATTLE & BATTLE<br>DISTRIBUTORS, INC.<br>Solicitation No. B50001991 - Small and Major Appliances - Fire<br>Department - Req. No. R573569 | \$30,000.00 | Low Bid |
|---|-------------|---------|

The period of the award is August 17, 2011 through August 16, 2012.

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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. DATA TICKET, INC.  | \$27,000.00 | Renewal |
| Solicitation No. B50001176 - Provide Driver Motor Vehicle Information - Finance Department - Req. No. P510326 |             |         |

On September 16, 2009, the Board approved the initial award in the amount of \$38,760.00. The award contained four 1-year renewal options. On March 29, 2010, the City Purchasing Agent approved an increase in the amount of \$15,000.00. This renewal in the amount of \$27,000.00 is for the period October 1, 2011 through September 30, 2012, with three one-year renewal options remaining.

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| 6. MCKESSON MEDICAL AND SURGICAL   | \$20,858.00 | Renewal |
| Solicitation No. 07000 - Vaccines - Health Department - Req. No. P514585 |             |         |

On August 18, 2010, the Board approved the initial award in the amount of \$13,212.38. On February 2, 2011, the Board approved an increase in the amount of \$10,000.00. The award contained an option to renew. This renewal in the amount of \$20,858.00 is for the period August 18, 2011 through August 17, 2012.

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|---|-------------|---------|
| 7. DENCOMPANY, LLC DBA<br>BUS PARTS WAREHOUSE   | \$37,495.00 | Low Bid |
| Solicitation No. B50002069 - Supply and Deliver Safety Harnesses - Department of Housing and Community Development - Req. No. R574867 |             |         |

- |   |             |         |
|---|-------------|---------|
| 8. GRAYBAR ELECTRIC   | \$12,943.00 | Renewal |
| Solicitation No. B50000719 - Various Batteries - Department of Finance - Req. No. P504915 |             |         |

On October 22, 2008, the Board approved the initial award in the amount of \$12,943.00. The award contained two 1-year renewal options. On September 29, 2010, the Board approved The first renewal. This renewal in the amount of \$12,943.00 is for the period November 3, 2011 through November 2, 2012.

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

9. <u>QIAGEN, INC.</u>	\$58,413.84	Sole Source
Solicitation No. 08000 - DNA Investigator Kits - Police Department - Req. No. R580852		

Qiagen, Inc. is the manufacturer and sole distributor of the required kits, which must be compatible with the automated equipment currently in use by the Trace Evidence Unit of the Police Department.

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

10. <u>LIBERTY LUMBER &amp; SUPPLY COMPANY, d/b/a PIKESVILLE LUMBER COMPANY</u>	\$ 0.00	Extension
Solicitation No. B50000373 - Lumber - Agencies - Various - Req. Nos. Various		

On September 3, 2008, the Board approved the initial award in the amount of \$500,000.00. The contract contains renewal options, but because the original solicitation yielded only one bid, a re-bid is recommended to increase competition. Subsequent actions have been approved. This extension is for the period September 3, 2011 through December 2, 2011.

**MWBOO GRANTED A WAIVER.**

11. <u>NATIONAL CAPITAL INDUSTRIES</u>	\$50,000.00	Renewal
Solicitation No. B50001180 - Revolution Traffic Cones - Agencies - Various - Req. Nos. Various		



## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

On May 10, 2010, the Board approved the initial award in the amount of \$1,536,150.00. This increase is necessary to provide funds for fiscal year 2012. This increase in the amount of \$1,536,150.00 will make the total award amount \$3,072,300.00.

**MBE:** Britt's Food Transport 12%

**WBE:** Shalom Catering Corp. 7%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

- |                       |              |             |
|-----------------------|--------------|-------------|
| 14. Q-STAR TECHNOLOGY | \$ 63,890.00 | Sole Source |
|-----------------------|--------------|-------------|
- Solicitation No. 08000 - Surveillance Cameras - Department of Housing and Community Development - Req. No.R581199

These cameras are the only ones compatible with the existing installed cameras used for this purpose.

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

- |                  |              |         |
|------------------|--------------|---------|
| 15. SERVIT, INC. | \$200,000.00 | Renewal |
|------------------|--------------|---------|
- Solicitation No. B50000566 - IBM Managed Offsite High Availability & Disaster Recovery Services - Circuit Court - P.O. No.: P505723

On November 19, 2008, the Board approved the initial award in the amount of \$161,107.00. The award contained one 3-year renewal option. This renewal in the amount of \$200,000.00 is for the period November 26, 2011 through November 25, 2014.

**MBE:** Early Morning Software, Inc. 6%

**WBE:** Applied Technology Services, Inc. 2%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |  |              |          |
|--|--------------|----------|
| 16. S.T.A.R. ASSOCIATES,<br>INC.   | \$103,400.00 | Increase |
| Solicitation No. B50000570 - Transportation for the Hooper<br>Center - Health Department - P.O. No.P511277 |              |          |

On October 1, 2008, the Board approved the initial award in the amount of \$288,750.00. This increase is necessary to provide funds for services through December 31, 2011. Funding is being incrementally requested because of uncertainty as to the future availability of funds for the services needed. This increase in the amount of \$103,400.00 will make the total award amount \$725,650.00.

**MWBOO GRANTED A WAIVER.**

- |   |         |           |
|---|---------|-----------|
| 17. G+K UNIFORM SERVICE   | \$ 0.00 | Extension |
| Solicitation No. B50000765 - Uniform and Locker and Laundry<br>Service - Agencies Various - Req. Nos. Various |         |           |

On January 21, 2009, the Board approved the initial award in the amount of \$500,000.00. Subsequent actions have been approved. Because of the time needed to properly measure employees at various locations, an extension is requested to allow a transitioning time for sizing, delivery and the collection of uniforms. This extension is for the period September 1, 2011 through October 10, 2011.

**MWBOO GRANTED A WAIVER.**

- |  |              |          |
|--|--------------|----------|
| 18. SMITH AUTO SERVICE,<br>INC.  | \$100,000.00 | Increase |
| Solicitation No. B50000002 - Vehicle Upholstery Service -<br>Department of General Services, Fleet Management Division -<br>P.O. No. P512787 |              |          |

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

On September 19, 2007, the Board approved the initial award in the amount of \$200,000.00. Subsequent actions have been approved. This increase is necessary because of the higher than anticipated demand for this service. This increase in the amount of \$100,000.00 will make the total award amount \$400,000.00. The contract expires on September 16, 2012.

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

19. LORENZ, INC.	\$158,392.00	Increase
Solicitation No. B50001231 - Mowing Services for Recreation and Parks - Dept. of Recreation and Parks - P.O. No. P512903		

On April 14, 2010, the Board approved the initial award in the amount of \$578,960.00. The award contained five 1-year renewal options. Subsequent actions have been approved. This increase is necessary to meet an increased demand for these services. This increase will make the award amount \$1,317,372.00, with four 1-year renewal options remaining.

**MBE:** 4-Evergreen Lawn Care 27%

**WBE:** M.R. Fouts Lawn Care 10%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

20. LITECAST/BALTICORE, LLC	\$ 17,100.00	Extension
Solicitation No. 06000 - 200 Mbps Fast Ethernet Internet Connection - Mayor's Office of Information Technology - Req. Nos. R581613		

On September 01, 2010, the Board approved the initial award in the amount of \$21,600.00. An extension is necessary to maintain this critical service while a new agreement is established.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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

- |                                     |                      |         |
|-------------------------------------|----------------------|---------|
| 21. GREB SERVICE, INC.              | 1 <sup>st</sup> Call |         |
| INTERCON TRUCK OF BALTIMORE, INC.   | 2 <sup>nd</sup> Call |         |
| PRECISION MACHINE & HYDRAULIC, INC. | 3 <sup>rd</sup> Call |         |
|                                     | \$2,100,000.00       | Renewal |

Solicitation No. B5000457 - Hydraulic and Welding Repair Service - Department of General Services, Fleet Management Division - Req. Nos. Various

On September 10, 2008, the Board approved the initial award in the amount of \$6,400,000.00. This renewal is the first of two 1-year renewal options and will cover the period of 09/10/2011 through 09/09/2012.

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

**MWBOO GRANTED WAIVER FOR PRECISION MACHINE & HYDRAULIC, INC.**

Greb Service, Inc.

**MBE:** D&T Welding Contractors 2.99%

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

Intercon Truck of Baltimore, Inc.

<b><u>MBE:</u></b> OMO Science, Energy, & Technology	3.35%
D&T Welding Contractor	.08%
Ball & Ball Communications	.81%

**MWBOO FOUND VENDORS IN COMPLIANCE BASED UPON GOOD FAITH EFFORT.**

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions. The President **ABSTAINED** on item no. 20. The Comptroller **ABSTAINED** on item no. 16.

**MINUTES**Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2011 through June 30, 2012, unless otherwise indicated.

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM

- |    |  |                |
|----|--|----------------|
| 1. | <b>UNIVERSITY OF MARYLAND, BALTIMORE<br/>COLLEGE OF DENTAL SURGERY</b> | <b>\$ 0.00</b> |
| 2. | <b>DRUID HEIGHTS COMMUNITY DEVELOPMENT<br/>CORPORATION</b>             | <b>\$ 0.00</b> |

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

The agreements are late because the Department was waiting on the signatures from the providers.

- |    |  |                    |
|----|--|--------------------|
| 3. | <b>BETTY &amp; DEBBIE'S FAMILY PLACE, INC.</b> | <b>\$ 7,800.00</b> |
|----|--|--------------------|

Account: 5000-534012-3044-273302-603051

The funds will be used to provide subsidized senior assisted housing services for individuals age 62 and over, who have temporary or periodic difficulties with the activities of daily living and who require assistance in performing personal and household functions associated with the complete independence as per the provisions of Article 70 B, Section 4 of the Annotated Code of Maryland. Senior Assisted Housing residents will receive shelter, meals, housekeeping, personal care services and 24-hour on-site supervision.

The agreement is late because the Department was waiting on grant information, FY'12 budget account numbers, and signatures from the providers.

## MINUTES

Health Dept. - cont'd

4. **MEDSTAR HEALTH, INC.** **\$25,000.00**

Account: 6000-629012-3100-296900-406001

Medstar Health, Inc. will provide one full-time Pediatrician/Family Practice Physician to serve as Nurse Practitioner Preceptor and to see patients. Medstar Health, Inc. will designate and provide a substitute Pediatrician/Family Practice Physician in the event that the Pediatrician/Family Practice Physician assigned to the School-based Health Center is not available. In addition, Medstar Health, Inc. will provide funding for a part-time Nurse Practitioner during the school year and one full day per week during the summer. The period of the agreement is September 1, 2011 through August 31, 2012.

5. **BALTIMORE HEALTH CARE ACCESS, INC.** **\$ 472,836.00**

Account: 4000-421112-3080-294600-404001

The organization will continue to serve Medicaid/Medicaid eligible HealthChoice enrollees in Baltimore City by 1) outreaching to high-risk/hard to reach clients, 2) working closely with Manage Care Organizations to assist Medicaid/Medicaid eligible clients obtain proper and adequate health care services through their insurance plans and, 3) serve as a local resource for information to Medicaid eligible clients.

**MWBOO GRANTED A WAIVER.**

6. **BALTIMORE HEALTH CARE ACCESS, INC.** **\$1,759,327.00**  
**(BHCA)**

Account: 4000-421012-3080-294600-603051

The Maryland Children's Health Program provides full benefits for children up to age 19, and pregnant women of any age who meet the income guidelines. The BHCA Eligibility Determination program provides information and outreach to enrollees regarding HealthChoice, Federally

## MINUTES

Health Dept. - cont'd

Qualified Health Centers and other resources linked to the Maryland Department of Social Services.

The agreement is late because it was just completed.

**MWBOO GRANTED A WAIVER.**

7. **BALTIMORE HEALTH CARE ACCESS, INC.                   \$2,820,706.00**  
**(BHCA)**

Account: 4000-421012-3080-294600-603051

The BHCA serves Medicaid/Medicaid eligible HealthChoice enrollees in Baltimore City and assists in accessing comprehensive health care services by providing outreach to high-risk/hard to reach clients, complaint resolution, consumer education, assistance with application for Medical Assistance programs, and client linkage to relevant community program/services.

**MWBOO GRANTED A WAIVER.**

The agreements are late because they were just completed.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED (EXCEPT ITEM NOS. 1 & 2) AND HAD NO OBJECTION.**

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

**MINUTES**

Health Department - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Ravenwood HealthCare, Inc. d/b/a Harborside Nursing. The period of the agreement is July 1, 2011 through June 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The organization will serve as a Volunteer Station for the Senior Companion Program. A grant from the Corporation for National and Community Service funds the Senior Companion Program. The grant pays 100% of the cost for the Senior Companions to volunteer to assist special needs clients who want to remain in their homes. While the Senior Companions are on duty, the grant provides for their life insurance, transportation and other benefits.

The agreement is being presented at this time because the Department was waiting on the provider's signature.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Ravenwood HealthCare, Inc. d/b/a Harborside Nursing.

**MINUTES**

Office of the State's Attorney (OSA) - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of a grant award renewal from the State of Maryland, Governor's Office of Crime Control and Prevention. The period of the grant award renewal is July 1, 2011 through June 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$26,250.00 - 5000-501312-1156-117900-600000

**BACKGROUND/EXPLANATION:**

The Baltimore City State's Attorney Office, Victim, Witness and Community Service Division has received a grant to fund a Victim Advocate fluent in Spanish. This individual will be utilized to translate for non-English speaking Latinos who are either a victim of crime or a cooperating witness in District or Circuit Court.

The grant award is late because the OSA just received the grant award.

**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 acceptance of the grant award renewal from the State of Maryland, Governor's Office of Crime Control and Prevention.

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:

2865 - 2866

All of the EWOs have been reviewed and approved  
by the Department of Audits, CORC, and MWBOO,  
unless otherwise indicated.

The President **ABSTAINED** on item nos. 1 - 8.

## MINUTES

EXTRA WORK ORDERS

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

Bureau of Water and Wastewater

- |    |   |              |                                      |        |
|----|---|--------------|--------------------------------------|--------|
| 1. | EWO #005, \$33,038.10 - ER 4025, Urgent Needs Environmental Restoration                                       |              |                                      |        |
|    | \$ 478,740.00   | \$ 19,127.00 | Baltimore Pile Driving, Inc.         | 0 50   |
| 2. | EWO #011, \$0.00 - ER 4017R, Urgent Needs Environmental Restoration   |              |                                      |        |
|    | \$ 507,889.97   | \$ 37,418.02 | Environmental Quality Resources, LLC | 730 30 |
| 3. | EWO #003, \$0.00 - SC 829, Primary Settling Tanks Rehabilitation at the Back River Wastewater Treatment Plant |              |                                      |        |
|    | \$9,720,000.00  | \$ 72,072.95 | Mid Eastern Builders, Inc.           | 45 42  |

Additional work related to the weir anchors and repair of concrete walls require additional time.

- |    |   |              |                            |       |
|----|---|--------------|----------------------------|-------|
| 4. | EWO #004, \$0.00 - SC 829, Primary Settling Tanks Rehabilitation at the Back River Wastewater Treatment Plant |              |                            |       |
|    | \$9,720,000.00  | \$ 72,072.95 | Mid Eastern Builders, Inc. | 37 54 |

Additional work related to the control panels and electrical power systems require additional time.

- |    |   |                |                                  |      |
|----|---|----------------|----------------------------------|------|
| 5. | EWO #019, \$34,846.36 - SC 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant |                |                                  |      |
|    | \$11,568,000.00   | \$1,052,766.15 | Fru-Con Construction Corporation | 0 35 |

## MINUTES

EXTRA WORK ORDERS

<u>Contract</u>	<u>Prev. Apprvd.</u>	<u>Contractor</u>	<u>Time</u>	<u>%</u>
<u>Awd. Amt.</u>	<u>Extra Work</u>		<u>Ext.</u>	<u>Compl.</u>
6. EWO #020, \$34,453.47 - SC 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant				
\$115,688,000.00	\$1,087,612.51	Fru-Construc- tion Corporation	0	35
7. EWO #003, \$0.00 - SC 856, Improvements to Herring Run Interceptors - Phase II from Argonne Dr. to City/County Line				
\$ 6,827,317.50	\$ 2,732.54	Spinello Companies	100	40 CCD
8. EWO #001, \$178,750.00 - WC 1212, Water Appurtenance Installations				
\$ 4,997,010.40	-	R.E. Harrington Plumbing & Heating, Inc.	0	
<u>Department of Transportation</u>				
9. EWO #006, \$ 52,444.40 - TR 10002, Replacement of Bridge BC 6525 on Loch Raven Drive Over Dulaney Valley Branch				
\$ 669,432.00	\$ 120,243.25	Allied Contractors, Inc.	-	-
10. EWO #008, \$ 59,913.70 - TR 10002, Replacement of Bridge BC 6525 on Loch Raven Drive Over Dulaney Valley Branch				
\$ 669,432.00	\$ 179,399.22	Allied Contractors, Inc.	-	-
11. EWO #005, \$ 38,709.77 - Project No. 1055, Rehabilitation Roadways around East Baltimore Life Science Park 1c Agreement				
\$ 584,894.71	\$ 706,800.32	Whitman, Requardt & Associates	-	-

**MINUTES**

Department of Transportation - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with EA Engineering Science & Technology, Inc. for Project No. 1161, On-Call Construction Management Services. 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:**

\$2,000,000.00 - account to be determined with each individual  
(Upset Limit) project

**BACKGROUND/EXPLANATION:**

EA Engineering Science & Technology, Inc. will assist the Transportation Engineering & Construction Division in managing various Capital Improvement Projects. Responsibilities will include constructability review of construction contract documents, addressing contractor requests for information, change orders and claims analysis, and inspections.

The Department of Transportation has negotiated and procured the consulting agreement approved by the Office of Boards and Commissions and Architectural and Engineering Awards Commissions and now desires to utilize the services of EA Engineering Science & Technology, Inc.

The cost of services rendered will be on actual payroll rates not including overhead and burdens times a set multiplier.

**MBE/WBE PARTICIPATION:**

<b>MBE:</b> Findling, Inc.	\$280,000.00	14.00%
Integrated Management Services	<u>260,000.00</u>	<u>13.00%</u>
	<b>\$540,000.00</b>	<b>27.00%</b>

## MINUTES

Department of Transportation - cont'd

<b>WBE:</b> Phoenix Engineering, Inc.	\$ 90,000.00	4.50%
Constellation Design Group	90,000.00	4.50%
	<b>\$180,000.00</b>	<b>9.00%</b>

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with EA Engineering Science & Technology, Inc. for Project No. 1161, On-Call Construction Management Services.

**MINUTES**Department of Transportation - Partial Release of Retainage Agreements

The Board is requested to approve and authorize execution of the release of retainage agreements with the following contractor for the below listed contracts:

	<u>Contractor</u>	<u>Contract No.</u>	<u>Retainage Amount</u>
1.	<b>P. FLANIGAN &amp; SONS, INC.</b>	TR 07012	<b>\$102,989.48</b>

Account: 9950-902828-9514-000000-200001

All work on Contract No. TR 07012, Resurfacing Belair Road: Moravia to Frankford and St. Paul St: Charles to 39<sup>th</sup> St. JOC-T, was completed and the contractor has requested a partial release of retainage in the amount of \$102,989.48. The City holds funds in the amount of \$104,989.48. The remaining \$2,000.00 is sufficient to protect the interests of the City.

2.	<b>P. FLANIGAN &amp; SONS, INC.</b>	TR 09013	<b>\$ 74,957.83</b>
----	-------------------------------------	----------	---------------------

Account: 9950-902780-9514-900000-200001

All work on Contract No. TR 07013, Resurfacing Highways Various Locations Northeast JOC EE, was completed and the contractor has requested a partial release of retainage in the amount of \$74,957.83. The City holds funds in the amount of \$76,957.83. The remaining \$2,000.00 is sufficient to protect the interests of the City.

**MBE/WBE PARTICIPATION:**

MWBOO approved the releases.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the release of retainage agreements with the contractor for the aforementioned contracts.

**MINUTES**

Department of Housing and - Memorandum of Understanding  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with Penn Square Limited II Partnership, Developer, that highlights the conveyance of replacement property for 2614-2626 Pennsylvania Avenue.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

This exchange will allow the Developer, who has recently completed the first phase of development at Penn Square to build contiguously along the Pennsylvania Avenue corridor. The Developer has agreed to convey at no cost to the City two parcels of land known as 1655 Old Lane (15-17-3400-130) and 1718-1722 W. North Avenue (15-17-3400-026) to the City for use by the Baltimore City Public School System (BCPSS) in order to replace 2614-2626 Pennsylvania Avenue which is currently used by the BCPSS as a surface parking lot.

The conveyance of 1655 Old Lane and 1718-1722 W. North Ave. to the City is a condition precedent to the sale by the City of 2614-2626 Pennsylvania Avenue to the Developer. The Developer will pay all settlement expenses, including title insurance and taxes for the conveyance of 1655 Old Lane and 1718-1722 W. North Avenue. The title to the properties will be conveyed to the City free of all liens encumbrances, vacant and free of any tenant or tenancies. The City has agreed to accept 1655 Old Lane and 1718-1722 W. North Avenue from the Developer.

The Developer will satisfy the following conditions relating to 1655 Old Lane and 1718-1722 W. North Ave. (the replacement properties):

- a. all trash, debris and equipment will be removed;
- b. designated walls will be removed for new egress/ingress area;

## MINUTES

DHCD - cont'd

- c. walls surrounding the lot will be stabilized or torn down;
- d. new fencing will be installed;
- e. a drainage assessment will be performed and any drainage problems will be remediated;
- f. environmental tests of the site (oil tanks, soil contamination) will be performed and any environmental problems that are identified will be remediated;
- g. adequate lighting for the lots will be installed;
- h. the parking lot surface will be repaved;
- i. utilities will be upgraded/re-aligned, if necessary;
- j. the garage doors and roof will be replaced, and
- k. the properties will be properly zoned for its intended use.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with Penn Square Limited II Partnership.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a land disposition agreement with Penn Square II Limited Partnership (Developer), for the sale of the properties located at 2614-2626 Pennsylvania Avenue (15-17-3400-102), in the Penn North Transit Station Area Urban Renewal Plan.

**AMOUNT OF MONEY AND SOURCE:**

\$560,000.00\* - Purchase price, less the C.P.A. certified replacement and improvement site cost

\*The City shall receive no less than \$100,000.00 regardless of the certified replacement and improvement cost.

**BACKGROUND/EXPLANATION:**

The Penn Square II project is a continuation of the impressive redevelopment along the 2600 block of Pennsylvania Avenue by the Woda Group, LLC. In this new project, the developer proposes to create 60 units of workforce housing for rent in a five-level building fronting on Pennsylvania Avenue. The project will have a small community-supported retail component of approximately 1,700 square feet on the first floor. There will be 32 parking spaces (including 2 ADA spots) as well as community space on-site. This second phase of the Penn Square development will be immediately adjacent to the existing three-story portion of the workforce housing just recently opened, and will be sited partially on a lot containing 20,621 square feet currently owned by Penn North Partners, LLLP and partially on an adjacent lot containing 29,856 square feet currently owned by the City. The City-owned land is being recoded from the Baltimore City Public School System to DHCD for disposition to the developer. The DHCD has also agreed to the recoding of the Retreat Street parcel (Block 3400, Lot 107) to the Baltimore City Public School System as an auxiliary replacement site for use in connection with the primary replacement site comprised of 1655 Old Lane (15-17-3400-130) and 1718-1722 W. North Avenue (15-17-3400-026).

**MINUTES**

DHCD - cont'd

The sale is authorized by Ordinance No. 817, approved by the Mayor and City Council on July 10, 1978, as amended (the Urban Renewal Plan for the Penn-North Transit Area.).

The components of the consideration given as the Purchase Price for the property are as follows:

1. The properties known as 1655 Old Lane and 1718-1722 West North Avenue with replacement and improvements site costs estimated at \$200,000.00 and lien payments estimated at \$260,000.00 for a total consideration of \$460,000.00, and
2. additional consideration in the amount of \$100,000.00 cash.

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

The property has an appraised value of \$160,000.00. The consideration purchase price as stated above is \$560,000.00 (because of what the developer is doing) with the City ultimately netting \$100,000.00. The project will provide the following:

1. specific benefit to the community
2. elimination of blight
3. economic development-real estate and other taxes
4. condition of property

**MBE/WBE PARTICIPATION:**

The developer has signed the Commitment to Comply with Article 5, Subtitle 28 of the Baltimore City Code, Minority and Women's Business Enterprise Program.

## MINUTES

DHCD - cont'd

(FILE NO. 56505)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Penn Square II Limited Partnership for the sale of the properties located at 2614-2626 Pennsylvania Avenue in the Penn-North Transit Station Area Urban Renewal Plan.

Mayor: "The second new development project is on the 900 block of Washington Boulevard. At the request of the Pigtown community, five vacant and blighted properties were acquired by the City. They are located in a prominent spot in the heart of the Pigtown Washington Boulevard Business District, and the properties hindered commercial revitalization efforts and detracted from the help of the surrounding neighborhoods. The historic Pigtown Development II, LLC will develop the properties into residential units. They will develop the other lots into almost 5,000 square foot mixed-use retail and residential

## MINUTES

DHCD - cont'd

development. This project in addition to eliminating blight from a growing community will create jobs for Baltimore residents as well as generate new tax revenue. So, I am very proud about the work that we are doing investing in our neighborhoods. Thank you very much."

President: "Thank you."

**MINUTES**

Department of Housing and Community Development - Second Amendment to Maryland Dept. of Housing and Community Development ARRA Subgrantee Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the second amendment to the grant agreement with the Maryland Department of Housing and Community Development (MD-DHCD).

**AMOUNT OF MONEY AND SOURCE:**

N/A - No change in funding results from the amendment to the grant

**BACKGROUND/EXPLANATION:**

The original grant with the State of Maryland provided \$15,713,551.00 in federal Department of Energy funding for weatherization for low-income households in Baltimore City for the period April 1, 2009 through March 31, 2012.

The first amendment provided funding of \$320,000.00 from Maryland Energy Assistance Program and \$250,000.00 from the Regional Greenhouse Gas Initiative.

This second amendment stipulates that Davis-Bacon wage determinations and requirements must be attached to all sub-grants and contracts related the stimulus funded weatherization program and that the invoices must be submitted to the State no later than April 30, 2012.

The Weatherization Assistance Program has been operating for many years with federal funding passing through the State of Maryland. The American Recovery and Reinvestment Act (ARRA) of 2009 greatly expanded funding for this program nationally as part of the national effort to reduce the impacts of economic recession, to stimulate the economy, and increase energy conservation. The ARRA dramatically increased funding for weatherization in Maryland and Baltimore City with \$15,700,000.00 over three years. The Department of Energy requires that Davis-Bacon wage determinations apply to all sub-

**MINUTES**

DHCD - cont'd

grants and contracts emanating from ARRA-funded weatherization. The City is in compliance with Davis-Bacon wage requirements and regularly reports upon its compliance to the State of Maryland.

**MBE/WBE PARTICIPATION:**

Minority and Women's Business Enterprise requirements were waived for weatherization contracts awarded July 1, 2009 because sufficient MBE and WBE firms could not be identified to set goals within the parameters of the Law. For that reason, participation by MBEs and WBEs as prime contractors was encouraged.

**(File No. 57087)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the second amendment to the grant agreement with the Maryland Department of Housing and Community Development.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a land disposition agreement with the Land Research Associates, LLC, Developer, for the sale of the properties located at 1204 E. Eager Street, Block 1188, Lot 058, 1222 E. Eager Street, Block 1188, Lot 067, and 1226 E. Eager Street, Lot 069.

**AMOUNT OF MONEY AND SOURCE:**

\$10,000.00 - 1204 E. Eager St.  
10,000.00 - 1222 E. Eager St.  
10,000.00 - 1226 E. Eager St.  
**\$30,000.00** - Purchase Price to be paid at settlement

**BACKGROUND/EXPLANATION:**

The above-listed properties will be completely rehabilitated to include a new roof, new windows, and a new HVAC system. The property will then be sold at market rate for owner occupancy. The Developer will be using private funds to pay for the acquisition and rehabilitation of the properties. The documentation of the Developer's financial capacity has been provided.

The City has agreed to convey 1204, 1222, and 1226 E. Eager Street, which will contribute to the revitalization of the Johnston Square community. As a condition of conveyance, the Developer has agreed to rehabilitate the properties within one year of the date of transfer.

The City may dispose of the properties by virtue of Article 28, Subtitle 8 of the Baltimore City Code (2011 ed.); Article II, Section 15 of the Baltimore City Charter, 2011 ed.; and Article 13 of the City Code.

**MINUTES**

DHCD - cont'd

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

The properties are being sold for \$10,000.00 per property in accordance with the City of Baltimore's appraisal policy. A waiver valuation was performed in lieu of an appraisal.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with the Land Research Associates, LLC, for the sale of the properties located at 1204 E. Eager Street, Block 1188, Lot 058, 1222 E. Eager Street, Block 1188, Lot 067, and 1226 E. Eager Street, Lot 069.

**MINUTES**

Department of Housing and - Lease Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a lease agreement of City-Owned property with The Rocket Tiers Learning Center, Inc., tenant, for the property located at 1 S. High Street, consisting of 8,770 sq. ft. of space. The lease agreement is for the period September 1, 2011 through August 31, 2012.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Payment</u>	<u>Monthly Installments</u>
\$14,400.00	\$1,200.00

**BACKGROUND/EXPLANATION:**

The tenant will utilize the space to create a developmentally appropriate learning environment that allows the staff to easily facilitate a creative, integrated, and age-appropriate program for children. The goal of the organization is to enhance the development of readiness skills, encourage a loving environment for a desire to learn and promote family involvement in the learning process, and to be recognized as a leader in providing the best childcare. The tenant will be responsible for all maintenance and utility costs associated with occupying the property. The organization is in good standing with the Maryland Department of Assessment and Taxation.

The Space Utilization Committee approved this lease agreement at its meeting on August 23, 2011.

**(File No. 57211)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement of City-Owned property with The Rocket Tiers Learning Center, Inc., for the property located at 1 S. High Street.

**MINUTES**

Department of Housing and - Lease Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a lease agreement with The Center for Remarkable Women, Inc., tenant of the property located 2 N. Wickham Road, consisting of 960 sq. ft. (a/k/a Building No. 2) of space. The lease agreement is for the period September 1, 2011 through August 31, 2012.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Payment</u>	<u>Monthly Installments</u>
\$2,400.00	\$200.00

**BACKGROUND/EXPLANATION:**

The Center for Remarkable Women, Inc. was founded in March 2008. The primary mission of the organization is to create and lead a community of intergenerational women from various backgrounds and circumstances that have been transformed to intentionally live their lives with purpose, passion, and power. The organization plans to accomplish this by equipping and inspiring young girls and women in a loving and supportive environment with life skills using individual and interactive group activities, life-changing empowerment initiatives, reflective exercises, and relevant educational forums that are specific to real-life women's issues.

The organization is in good standing with the Maryland Department of Assessment and Taxation.

The Space Utilization Committee approved this lease agreement on August 23, 2011.

**(File No. 57247)**

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with The Center for Remarkable Women, Inc.

**MINUTES**

Department of Housing and - Grant Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a grant agreement with Neighborhood Design Center, Inc. (NDC). The agreement is for the period July 1, 2011 through June 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$74,000.00 - 2089-208912-5930-436080-603051

**BACKGROUND/EXPLANATION:**

The NDC will provide design and planning assistance for a minimum of 28 community-based revitalization projects in Baltimore City's low-and moderate income neighborhoods including urban renewal areas. Specifically, the NDC will provide assistance with strategic neighborhood planning, neighborhood block projects, program and open space improvements, and re-use of existing facilities. The funds will be used to subsidize the NDC's budget.

**FOR FY 2011, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$8,000.00, AS FOLLOWS:**

**MBE:** \$1,200.00

**WBE:** \$ 800.00

On June 22, 2011, 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 2011 Annual Action Plan for the following formula programs:

**MINUTES**

DHCD - cont'd

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

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2011 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, this agreement was delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreement with Neighborhood Design Center, Inc.

**MINUTES**

Department of Housing and - Head Start Agreement  
Community Development

The Board is requested to approve and authorize execution of an agreement with Metro Delta Educational Programs, Inc. The period of the agreement is July 1, 2011 through June 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$1,810,113.00 - 4000-486312-6051-516300-603051

**BACKGROUND/EXPLANATION:**

Under the terms of this agreement, in the amount of \$1,810,113.00 the organization will provide Head Start services to 312 children and their families. A two-month advance of funds, in the amount of \$362,023.00 was approved by the Board on July 13, 2011. With the advance, the total contract amount is \$2,172,136.00.

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

**MBE/WBE PARTICIPATION:****MWBOO SET GOALS OF 27% MBE AND 10% WBE.**

<b>MBE:</b> E. Jackson & Son, Inc.	\$ 5,000.00	0.23% <sup>1</sup>
Genesis Office Systems, Inc.		See note below <sup>2</sup>
Rufus Ingram, P.A.	20,000.00	0.92%
Time Printers, Inc.	300.00	0.01%
	<u>\$25,300.00</u>	<u>1.16%</u>

**WBE:** Tomco Insurance Corporation See note below <sup>3</sup>

<sup>1</sup> E. Jackson & Son, Inc. is not in good standing with the State of Maryland Department of Assessments and Taxation. The contractor will be allowed to substitute an approved MBE if E. Jackson & Son, Inc. is not in good standing at the time of award.

## MINUTES

DHCD - cont'd

<sup>2</sup> Genesis Office Systems is not certified as a MBE with Baltimore City.

<sup>3</sup> Tomco Insurance Corporation is not certified as a WBE with Baltimore City.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS.**

**OF THE TOTAL CONTRACT AMOUNT OF \$2,172,136.00, \$1,869,126.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Metro Delta Educational Programs, Inc. The Mayor **ABSTAINED**. The President **ABSTAINED**.

**MINUTES**

Department of Housing and - Financial Assistance Award  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a financial assistance award for the Baltimore City Head Start Policy Council under the direction of the DHCD. The period of the award is July 01, 2011 through June 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$ 38,933.00 - 4000-486312-6051-452210-603020

**BACKGROUND/EXPLANATION:**

As mandated by the grant, the DHCD has reserved funds to provide parents the opportunity and experience in planning, developing, and implementing their own projects under the Baltimore City Head Start Program.

This award amount, as mandated by the Department of Health and Human Services. The estimated proposed budget for one year is based on the 3,603 children served by the program. This activity is a requirement of the Federal Head Start Act.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the financial assistance award for the Baltimore City Head Start Policy Council under the direction of the DHCD. The President **ABSTAINED**.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the land disposition agreement with , LLC, developer, for the sale of the property located at 1307 E. Pratt Street.

**AMOUNT OF MONEY AND SOURCE:**

\$9,000.00 - Sale price

**BACKGROUND/EXPLANATION:**

A good faith deposit of \$900.00 has been received from the developer.

The project will consist of a private residence and office space for the developer. The purchase price of the property and the cost of renovation will be financed with private funds and a \$5,000.00 grant from the Good Neighbor Program.

The subject property was priced pursuant to the appraisal policy of Baltimore City. The Valuation Waiver was used in lieu of an appraisal in determining the price for this property. The subject property was priced at \$8,900.00.

**MBE/WBE PARTICIPATION:**

The property is not subject to Article 5, Subtitle 28 of the Baltimore City Code.

UPON MOTION duly made and seconded, the land disposition agreement with RBN Consulting, LLC, for the sale of the property located at 1307 E. Pratt St. was **WITHDRAWN** by the Board.

MINUTES

TRANSFER OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

transfers of funds

listed on the following pages:

2892 - 2894

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$ 100,000.00 Federal	9950-905750-9509 Const. Res. Wabash Avenue	
28,429.81 MVR	9950-905834-9509 Const. Res. Forest Park Ave. Bridge	
<u>\$ 128,429.81</u>	-----	9950-902332-9508-2 Contingencies Pennington Ave. Bascule Bridge Rehab.

This transfer will cover the deficit in the account and will fund costs associated with change order no. 17 on Contract No. TR 04311 to Cinabro Corporation.

2. \$ 50,600.00 State Const. Loan	9950-904881-9514 Local Resurfacing	9950-901129-9508-2 Contingencies Banger St. from Hollins Ferry Road to dead end
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This transfer will fund costs associated with change order no. 5 through 7 on contract No. TR 08028 with M. Luis Construction, Co. Inc.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services</u>		
3. <b>\$1,163,000.00</b>	9916-901134-9194	
General Fund	Asbestos Management Program - Reserve	
125,000.00	-----	9916-910133-9197 Asbestos Removal I - Active
1,038,000.00	-----	9916-906132-9197 Asbestos Removal II - AHERA - Active
<b><u>\$1,163,000.00</u></b>		

This transfer will provide funding for various asbestos abatement projects.

Department of Recreation and Parks

4. <b>\$ 10,000.00</b>	9938-904757-9475	9938-901751-9474
MVR	Reserve	Active
	Herring Run	Herring Run
	Greenway Phase I	Greenway Phase I

This transfer will provide funds to cover the costs associated with design services under On-call Contract No. 1064, Task No. 40 assigned to Greenman-Pedersen

**MINUTES****TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
5. \$ 7,500.00	9938-908764-9475	
Rec. & Parks	Reserve	
24 <sup>th</sup> Series	Park and Playgrounds	
	Renovation FY09	
22,500.00	9938-913001-9475	
State	Reserve - Unallotted	
<u>\$ 30,000.00</u>		

This transfer will provide funds to cover the costs associated with design services under on-call contract no. 1066, Task No. 35 assigned to Hord Coplan Macht, Inc.

**MINUTES**

Mayor's Office of Employment Development - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of a grant award from the State of Maryland - Department of Labor, Licensing and Regulation. The period of the grant award is July 1, 2011 through June 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$250,000.00 - 4000-804712-6396-456000-404001

**BACKGROUND/EXPLANATION:**

The grant funds will be used to provide pre-and post-release services to eligible offenders who are returning to Baltimore communities. These individuals will receive life management and job readiness training.

The grant award is late because notification of the grant award was received late.

**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 acceptance of the grant award from the State of Maryland - Department of Labor, Licensing and Regulation.

## 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:

2896 - 2899

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

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

The President **ABSTAINED** on item nos. 3 and 4.

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

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation & Parks

1. RP 10811, Clifton E. Pikounis Construc- \$3,064,000.00  
 Park Recreation Co., Inc.  
 Center

**MBE:** Horton Mechanical \$821,000.00 26.80%  
 Contractors, Inc.

**WBE:** Herbert Electric Co. \$300,000.00 9.79%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNTS:</u>
\$1,840,000.00	9938-901744-9475	
Rec. & Parks	Reserve - Clifton	
24 <sup>th</sup> Series	Park Recreation	
	Center	
1,260,000.00	" "	
State		
<u>\$3,100,000.00</u>	-----	9938-904744-9474
		Active - Clifton
		Park Recreation
		Center

This transfer will provide funds to cover costs associated with the award of Contract No. RP 10811, Clifton Park Recreation Center, to E. Pikounis Construction Co., Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water & Wastewater

3.	WC 1218, Hanover St. Bridge over Patapsco River - 30" Steel Water Main Replace- ment	Casper Colosimo & Son, Inc.	\$ 748,000.00
	<b>MBE:</b> Bay City Construc- tion, Inc.	\$75,600.00	10.11%
	<b>WBE:</b> R & R Contracting Utilities, Inc.	\$38,200.00	5.11%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,017,280.00 Water Revenue Bonds	9960-909100-9558 Constr. Reserve Water Infrastruc- ture Rehab.	
\$ 74,800.00	-----	9960-904645-9557-2 Extra Work
74,800.00	-----	9960-904645-9557-3 Engineering
44,880.00	-----	9960-904645-9557-5 Inspection
748,000.00	-----	9960-904645-9557-6 Construction
<u>74,800.00</u>	-----	9960-904645-9557-9 Administration
<b>\$1,017,280.00</b>		

The funds are required to cover the costs of the award of WC 1218, Hanover Street Bridge Main Replacement.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

5.	B50002003, Transit Shelters	Enseicom, Inc.	\$249,290.00
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**MWBOO GRANTED A WAIVER.**

6.	B50002045, Liquid Hydrogen Peroxide	George S. Coyne Chemical Co.	\$ 47,380.00
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**MWBOO GRANTED A WAIVER.**

**MINUTES**Bureau of Water and Wastewater - Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Patton Harris Rust and Associates, for SC 914, Wasterwater Engineering Services for the Improvements of the Low Level Sewershed Collection System. The period of the agreement is effective upon Board approval for five years.

**AMOUNT OF MONEY AND SOURCE:**

\$1,480,697.14 - Baltimore City Wastewater Revenue Bonds  
18,894.86 - Baltimore County  
 \$1,499,592.00 - 9956-918616-9551-900000-703032

**BACKGROUND/EXPLANATION:**

The consultant will provide engineering services necessary to evaluate, prepare a design memorandum, develop contract documents and provide post award services for this project. The improvements will consist of approximately 2,300 linear feet of a 54-inch replacement interceptor, 3,800 linear of a 60-inch replacement interceptor, and rehabilitating 28 manholes. The consultant will also provide certain post award services such as the reviewing and tracking of shop drawings and submittals, reviewing conditional and final acceptance, and reviewing as-built drawings. These improvements were identified in the Herring Run Collection System Evaluation and Sewershed Plan under the Consent Decree. The improvements are intended to eliminate sanitary sewer overflows by providing additional hydraulic capacity and reducing infiltration and inflow.

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

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

<b>MBE:</b>	Savin Engineers, P.C.	\$173,364.00	11.56%
	Tucker, Young, Jackson, Tull, Inc.	121,178.00	8.08%
	C.C. Johnson & Malhotra, P.C.	98,093.00	6.54%
	Reviera Enterprises, Inc. (REI/Drayco)	<u>13,200.00</u>	<u>.88%</u>
		<b>\$405,835.00</b>	<b>27.06%</b>

MINUTES

BW&WW - cont'd

<b>WBE:</b>	C.L. Warfield & Associates, Inc.	\$ 45,885.00	3.06%
	Ruxton Design Corporation	23,694.00	1.58%
	The Robert B. Balter Co.	95,786.00	6.39%
		<u>\$165,365.00</u>	<u>11.03%</u>

**MWBOO FOUND VENDOR IN COMPLIANCE**

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,629,210.00	9956-907611-9549	
Wastewater	Constr. Reserve	
Revenue Bonds	Sewer System	
	Rehab-Low Level	
20,790.00	" "	
<u>Balto. County</u>		
<b>\$1,650,000.00</b>		
\$1,499,703.29	-----	9956-918616-9551-3
		Engineering
150,296.71	-----	9956-918616-9551-9
<u>150,296.71</u>		Administration
<b>\$1,650,000.00</b>		

The funds are needed to cover cost of SC 914, Improvements to the Low Level Sewershed Collection System.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Patton

**MINUTES**

BW&WW - cont'd

Harris Rust and Associates. The Transfer of Funds was approved SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter. The President **ABSTAINED**.

**MINUTES**

Bureau of Water and Wastewater - On-Call Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 001 to KCI Technologies, Inc. under Project No. 1133K, Environmental Monitoring, Reporting and Engineering Services.

**AMOUNT OF MONEY AND SOURCE:**

\$344,214.22 - 9948-902047-9517-900020-702064

**BACKGROUND/EXPLANATION:**

The Bureau of Solid Waste needs KCI Technologies, Inc. to provide continued environmental monitoring, reporting and engineering services. The service is required to stay in compliance with the Maryland Department of Environment regulations.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 001 to KCI Technologies, Inc. under Project No. 1133K, Environmental Monitoring, Reporting and Engineering Services. The President **ABSTAINED**.

**MINUTES**

Bureau of Water and Wastewater - On-Call Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 001 to EA Engineering, Science, and Technology, Inc. under Project No. 1143E, On-Call S.C. 849, 878, 852, and W.C. 1156, 1180, 1198, 1212 Project Management Scheduling, Inspection and Engineering.

**AMOUNT OF MONEY AND SOURCE:**

\$ 48,955.07	-	9956-904753-9551-900020-705032,	SC 849
113,739.82	-	9956-910533-9551-900010-706063,	SC 852
34,870.76	-	9956-903341-9551-900020-705032,	SC 878
24,907.69	-	9960-906671-9557-900020-705032,	WC 1156
48,955.07	-	9960-904688-9557-900020-705032,	WC 1180
19,582.02	-	9960-903682-9557-900020-705032,	WC 1198
74,689.38	-	9960-905697-9557-900020-705032,	WC 1212
<b>\$365,699.81</b>			

**BACKGROUND/EXPLANATION:**

The services to be provided include but will not be limited to construction observation and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractors' applications for payment, attendance at project meetings, preparation of record drawings, and review of contractor claims.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 001 to EA Engineering, Science, and Technology, Inc. The President **ABSTAINED**. The Comptroller **ABSTAINED**.

**MINUTES**

Bureau of Water and Wastewater - Recovery of Unused Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve Task No. 026, Project 1076 J, Recovery of Unused Funds from Johnson, Mirmiran & Thompson, Inc. The original agreement will expire on January 28, 2012.

**AMOUNT OF MONEY AND SOURCE:**

(\$ 19,496.98)	9960-909700-9557-900020-705032	W.C.	1163	Task 3
( 24,679.72)	9956-906608-9551-900020-705032	S.W.C.	7754	Task 4
( 2,454.99)	9960-904681-9551-900020-705032	W.C.	1175	Task 5
( 20,048.20)	9956-903341-9551-900020-705032	S.C.	873	Task 7
( 9,193.80)	9956-910533-9551-900010-705032	S.C.	852	Task 9
( 2,274.05)	9960-905915-9557-900020-705032	W.C.	1154	Task 11
( 81,474.02)	9956-904753-9551-900020-705032	S.C.	849	Task 12
( 8,238.96)	9960-904694-9557-900020-705032	W.C.	1160	Task 13
( 22,541.30)	9956-906634-9551-900020-705032	S.C.	812	Task 15
( 24,983.21)	9960-904694-9557-900010-705032	W.C.	1160	Task 17
( 24,983.22)	9960-903709-9557-900020-705032	W.C.	1164	Task 17
( 24,733.22)	9960-904727-9557-900020-705032	W.C.	1168	Task 17
( 24,827.80)	9956-906410-9551-900020-705032	S.C.	856	Task 17
<b>(\$289,929.47)</b>				

**BACKGROUND/EXPLANATION:**

This task recovers unused funds from completed tasks and reinstates availability under the upset limit. The MBE/WBE sub consultants will fulfill minority participation goals established in the original agreement.

**MWBOO FOUND VENDOR IN COMPLIANCE**

**APPROVED FOR FUNDS BY FINANCE**

**MINUTES**

Bureau of Water and Wastewater - cont'd

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

UPON MOTION duly made and seconded, the Board approved Task No. 026, Project 1076 J, Recovery of Unused Funds from Johnson, Mirmiran & Thompson, Inc. The President **ABSTAINED**.

**MINUTES**Department 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.	<b>GREATER BALTIMORE AHC INC.</b>	<b>1228</b>	<b>\$ 16,140.00</b>

The organization would like to install new water service to its proposed construction located in the vicinity of 801 West Baltimore Street. This agreement will allow the organization to perform its own installation in accordance with Baltimore City Standards.

A performance bond in the amount of \$16,140.00 has been issued to Greater Baltimore AHC Inc. which assumes 100% of the financial responsibility.

2.	<b>CS POTOMAC ASSOCIATES, LLC</b>	<b>1229</b>	<b>\$115,910.00</b>
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The organization would like to install a new water service, sidewalk and conduit to its proposed construction located in the vicinity of 30 West Biddle Street. This agreement will allow the organization to perform its own installation in accordance with Baltimore City Standards.

A performance bond in the amount of \$115,910.00 has been issued to CS Potomac Associates, LLC. which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

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

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

**MINUTES****PROPOSALS AND SPECIFICATIONS**

There being no objections, the Board, UPON MOTION duly made and seconded, approved the following Proposal and specifications to be advertised for receipt and opening of bids on the dates indicated:

1. Department of General Services - GS 11830, Greyhound Station - Demolition  
200-218 W. Fayette Street  
**BIDS TO BE RECV'D: 09/28/11**  
**BIDS TO BE OPENED: 09/28/11**

**MINUTES**

Department of General Services - Amendment to On-Call Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to the on-call agreement with Kibart, Inc., for Project No. 1100. The amendment to agreement will extend the period of the agreement through August 26, 2012.

**AMOUNT OF MONEY AND SOURCE:**

Funds will be identified as tasks are processed.

**BACKGROUND/EXPLANATION:**

On August 26, 2009, the Board approved the original on-call agreement with Kibart, Inc. to furnish On-call Mechanical/Electrical Design Services in the amount of \$750,000.00 for a period of two years. Due to extra work that needs to be assigned to Kibart, Inc. an extension in the length of the contract is needed.

**MBE/WBE PARTICIPATION:**

The consultant will comply with the MBE goals of 29% and 9% WBE that were approved in the original agreement.

**AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW THE TASK ASSIGNMENT.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to the on-call agreement with Kibart, Inc., for Project No. 1100.

**MINUTES**

Department of General Services - Amendment No. 1 to On-Call Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of amendment no. 1 to the on-call agreement with Whitman, Requardt and Associates, LLP, for Project No. 1100. The amendment to agreement will extend the period of the agreement through September 2, 2012.

**AMOUNT OF MONEY AND SOURCE:**

Funds will be identified as tasks are processed.

**BACKGROUND/EXPLANATION:**

On September 2, 2009, the Board approved the original on-call agreement with Whitman, Requardt & Associates, LLP to furnish On-call Mechanical/Electrical Design Services in the amount of \$750,000.000 for a period of two years. Due to extra work that needs to be assigned to Whitman, Requardt & Associates, LLP by the Department of General Services, an extension in the length of the contract is needed.

**MBE/WBE PARTICIPATION:**

The consultant will comply with the MBE goals of 27% and 9% WBE that were approved in the original agreement.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment no. 1 to the on-call agreement with Whitman, Requardt and Associates, LLP.

**MINUTES**

Department of General Services - Amendment No. 1 to Post  
Award Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to no. 1 to the post award agreement with Hillis-Carnes Engineering Associates, Inc. for Project PB 09812, Westside Demolition-Disposition of Lot No. 28.

**AMOUNT OF MONEY AND SOURCE:**

\$28,749.05 - 9910-905825-9603

**BACKGROUND/EXPLANATION:**

On September 22, 2010, the Board approved the original agreement with Hillis-Carnes Engineering Associates, Inc. to provide engineering services during the project PB 09812 Westside Demolition-Disposition of Lot 28 in the amount of \$66,250.95. Due to extra work required during the demolition phase, an increase in the amount of \$28,749.05 is required.

This amendment will increase the post award agreement amount to \$95,000.00.

**MBE/WBE PARTICIPATION:**

The consultant will comply with the MBE goal of 29% and 9% WBE that was approved in the original agreement.

**AUDITS NOTED THE INCREASE IN THE UPSET LIMIT.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to no. 1 to the post award agreement with Hillis-Carnes Engineering Associates, Inc.

**MINUTES**

Department of General Services - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 7 to North Point Builders, Inc. under contract 07306, Window Replacement YO! Center, 1510 W. Lafayette Street.

**AMOUNT OF MONEY AND SOURCE:**

\$139,900.00 - 9916-913900-9197-910003-706063

**BACKGROUND/EXPLANATION:**

The Department of General Services has selected North Point Builders, Inc. to perform the Window Replacement at the YO! Center at 1500 W. Lafayette Street. This selection was based on the lowest price received to complete this task assignment.

The Department of General Services sought prices from multiple Indefinite Quantity Contract contractors to perform the Window Replacement at the YO! Center. North Point Builders, Inc. was selected at its first lowest price to perform this work, which includes window replacement with all the associated construction work, all in accordance with the plans and specifications.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**(File No. 56517)**

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 7 to North Point Builders, Inc. under contract 07306, Window Replacement YO! Center, 1510 W. Lafayette Street.

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

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 3928 Eastern Ave.	Fromouzis Stamidis	Awning w/signage 46' x 2' six fluorescent tubes
Annual Charge: \$545.00		
2. 1268 E. North Ave.	Allen Moving and Storage, Inc.	Retain awning w/ signage 14'10" x 2½', four fluo- rescent tubes, one single face electric sign 9' x 2'
Annual Charge: \$397.57		
3. 739 W. Pratt St.	RD30, LLC	Retain awning w/ signage 10'4"x 3', one fluorescent tube
Annual Charge: \$365.50		

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

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

**MINUTES**

Department of General Services - Amendment No. 3 to Franchise Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of franchise amendment no. 3. with the Veolia Energy Baltimore Corporation, formerly known as Trigen Baltimore Energy Corporation. The amendment no. 3 extends the agreement through December 31, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$115,000.00 - 2011 calendar year

**BACKGROUND/EXPLANATION:**

On September 1, 1984, the City, through Ordinance No. 171, issued a franchise to Thermal Resources of Baltimore, Inc., more commonly known as Trigen. The Ordinance established a franchise term of 25 years, and provided for renewals of the franchise which do not exceed in the aggregate 25 years. The initial term of the agreement expired on August 31, 2009, but was extended for one year by the Board's approval of an amendment on September 2, 2009 and for an additional year in 2010.

The Department, with assistance of the Law Department, is negotiating the terms of a long-term renewal agreement with Trigen. However, because the new agreement is much more comprehensive and complex than the current one and because Trigen was acquired by Veolia Energy, more time is required to finalize the new agreement to the satisfaction of both parties. Amendment no. 3 will extend the Franchise term until December 31, 2011 and establish a Franchise Fee for Calendar Year 2011 of \$115,000.00.

**(File No. 57101)**

**MINUTES**

Department of General Services - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the franchise amendment no. 3. with Veolia Energy Baltimore Corporation, formerly known as Trigen Baltimore Energy Corporation.

**MINUTES**

Parking Authority of Baltimore City (PABC) - Parking Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a parking agreement with Baltimore Racing Development, LLC (BRD). The period of the agreement is September 3, 2011 through September 4, 2011.

**AMOUNT OF MONEY AND SOURCE:**

To be determined - amount paid to the PABC and the City will be based on sales

**BACKGROUND/EXPLANATION:**

On May 5, 2010, the Board approved the Motorsports Development agreement with BRD. This parking agreement will allow the BRD to pre-sell parking in the following City-owned garages: Arena, Baltimore Street, Lexington Street, Market Center, Redwood Street, St. Paul Street and Water Street. The parking will be for the 2011 Baltimore Grand Prix.

The BRD will have the ability to provide parking to ticket purchasers. The PABC will have guaranteed parkers and revenue at its facilities during the event. Through this agreement and the pre-assignment of parking, the City will experience reduced traffic associated with race attendees looking for parking.

**(File No. 55987A)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the parking agreement with Baltimore Racing Development, LLC.

**MINUTES**

Parking Authority of - Parking Facility Operations  
Baltimore City (PABC) and Management Agreements

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the parking facility operations and management agreements with Impark/Danas, LLC, for the 1.) Fayette Street Garage located at 1001 E. Fayette Street, and 2.) the Baltimore Street Garage located at 15 Guilford Avenue. The period of the agreement is August 01, 2011 through November 30, 2012, and July 01, 2011 through November 30, 2012, respectively.

**AMOUNT OF MONEY AND SOURCE:**1. FAYETTE STREET GARAGE

\$ 12,000.00	-	2075-000000-2321-408750-603026	Mgmt & Incentive Fee
<u>143,544.00</u>	-	2075-000000-2321-408750-603016	Operating Expenses
<b>\$155,544.00</b>			

2. BALTIMORE STREET GARAGE

\$ 55,726.00	-	2075-000000-2321-407700-603026	Mgmt. & Incentive Fee
489,609.00	-	2075-000000-2321-407700-603016	Operating Expenses
<u>210,000.00</u>	-	2075-000000-2321-407700-603038	Security
<b>\$755,335.00</b>			

**BACKGROUND/EXPLANATION:**

The PABC has evaluated and foresees the tremendous potential benefit of geographically grouping the City's parking facilities that require contracted professional management firms. Accordingly, the PABC has developed a schedule for undertaking this endeavor. This schedule requires that nearly all of the current management agreements receive extensions so that the termination dates for the anticipated groups are the same, while allowing the PABC enough time to issue requests for proposals for the management of these groups of facilities.

## MINUTES

PABC - cont'd

The PABC expects to realize the following benefits:

- Better management of the facilities.
  - The Managers and staff of one facility can assist at another nearby facility whenever the need arises (i.e. special events; emergencies). This will improve customer service and oversight of the facilities operations, which means better controls and greater revenues.
  - Customers and customer groups will be shifted more effectively between facilities to maximize space utilization, customer satisfaction, and parking revenues. Currently, if a group inquires about parking at a garage that has a waiting list, they may or may not be referred to another PABC garage that is mere blocks away and has availability, but is operated by a competing firm.
  - Parking management firms will become, out of necessity, true experts in parking within the geographic areas they are operating. They will need to know, and will be better incentivized to know, "all things parking" in those areas (i.e. parking demand generators; parking supply; parking rates; new parking facility construction; parking facility renovations; trends; etc.).
- Additional revenues (as a result of the items listed above)
- Cost savings
  - Management fees are very likely to be lower per facility as a result of these groupings.
  - Personnel costs should be lower because of the ability to "share" management and staff between locations more easily.

**MINUTES**

PABC - cont'd

- o Repairs and maintenance costs would be lower because management firms would be able to get quotes for multiple nearby locations.
- o Insurance costs should be lower with greater volume of spaces.
- There would be less frequent garage management RFP cycles, saving the PABC and the garage management firm's time and money.

The PABC management contract expiration schedule has been modified as the process of issuing, procuring, and awarding the management agreements for the groups of parking facilities continue to progress.

The modified schedule requires the management agreements to receive extensions so that the termination dates for the anticipated groups are the same, while allowing the PABC enough time to issue requests for proposals for the management of these groups of facilities.

The PABC has been satisfied with the operation of the Fayette Street and Baltimore Street Garages under Impark/Danas, LLC and believes that the continued operation with Impark/Danas, LLC during the restructuring process will be beneficial to the City and the PABC.

The agreement for the Baltimore Street Garage is late because there was a delay in getting signatures from Impark/Danas, LLC.

**MBE/WBE PARTICIPATION:**

Fayette Street Garage Management Agreement

**MWBOO SET THE MBE GOAL AT 17% AND THE WBE GOAL AT 9%.**

**MBE:** TGM, Inc. (Expired)  
Eastwood Painting and Contracting, Inc.

**MINUTES**

PABC - cont'd

**WBE:** Tote It, Inc.

The MBE goals were not met during the reporting period because of budget cuts preventing them from contracting many services during the reporting period.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

Baltimore Street Garage Management Agreement

**MWBOO SET THE MBE GOAL AT 17% AND THE WBE GOAL AT 9%.**

**MBE:** TGM, Inc. (Expired)  
Eastwood Painting and Contracting, Inc.  
Tote It, Inc.  
AJ Stationers

**WBE:** Herbert Electric Co.

**MWBOO FOUND VENDOR IN COMPLIANCE**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**(File No. 55987A)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the parking facility operations and management agreements with Impark/Danas, LLC, for the Fayette Street Garage located at 1001 E. Fayette Street, and the Baltimore Street Garage located at 15 Guilford Avenue.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Fire and Police Employees' Retirement System</u>			
1. David Randall Venerando Ignacio	P2F2 Public Pension Financial Forum Portland, OR Oct. 1, - 5, 2011 (Reg. Fee \$275.00 ea)	Special Funds	\$3,319.60
<u>Department of Law</u>			
2. David Ralph Matthew W. Nayden*	IMLA's Annual Conf. Chicago, IL Sept. 11 - 14, 2011 (Reg. Fee \$650.00 and \$625.00* respectively)	General Funds	\$3,903.56

The subsistence rate for this location is \$244.00 per day, per person. The hotel rate is \$310.43 per person, per day. The hotel rate exceeds the allowed subsistence for this area by \$66.43 per night. The Department is requesting additional subsistence in the amount of \$199.28 per person to cover the hotel cost.

**TRAVEL NOTATION**

3. Employees' Retirement System - Semi-Annual  
Education Travel Report

The Board is requested to **NOTE** receipt of the Semi-Annual Education Travel Report for the period July 2010 through June 2011. The educational sessions are necessary to fulfill fiduciary education and due diligence requirements. The training also provides updated knowledge about regulatory matters regarding pension funds, corporate governance, financial markets, investment products, and options. No general funds were required for these expenses.

## MINUTES

TRAVEL NOTATION - cont'd

Name	Educational Conference/ Due Diligence travel	Dates	Total Cost / Amount includes airfare, hotel & per-diem
Carlotta Oliver	Program for Advanced Trustee Studies (NCPERS) Boston, MA	July 26-28, 2010	\$1,299.33 plus Conf. fees of \$550.00 paid to NCPERS
Carlotta Oliver Dorothy Bryant Joan Pratt	FIS Group Client Conf. Miami, FL	Sept. 29 - Oct. 1, 2010	\$2,343.12 for Oliver and Bryant. Expenses for Pratt covered by self.
Roselyn Spencer	2010 Thor Urban Annual Shareholders Meeting Chicago, IL	Oct. 5-6, 2010	\$1,222.18
Roselyn Spencer	AREA Property Partners Annual Shareholders Mtg. New York, NY	March 21-22, 2011	\$758.53
Brenda Clayburn Dorothy Bryant	National Council of Public Employees Retirement Systems, (NCPERS) Conf. Miami, FL	May 21- 26, 2011	\$4,542.16 for both Trustees, plus Conf. fee of \$650.00 each paid to NCPERS
Ernest Glinka Deborah Moore- Carter Joan Pratt Brenda Clayburn Roselyn Spencer	Mid-Atlantic Plan Sponsor (MAPS) Conference Baltimore, MD	June 9-10, 2011	\$500 to cover registration fee for everyone

## MINUTES

TRAVEL NOTATION - cont'd

Thomas Corey	National Association of Public Pension Attorneys' (NAPPA) Conference Seattle, WA	June 21-24, 2011	\$2,061.57 plus Conf. fee of \$895.00 paid to NAPPA.
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UPON MOTION duly made and seconded, the Board approved the travel requests and travel notation. The City Solicitor **ABSTAINED** on item no. 2. The Comptroller **ABSTAINED** on items no. 1, 2, and 3.

**MINUTES**

Department of Real Estate - Deed

**ACTION REQUESTED OF B/E:**

The Board is requested approve and authorize execution of a deed with Mr. Howard Friedman and Ms. Karen Friedman, for the closing and conveyance of a portion of Ivymount Road in the vicinity of Green Meadow Way and Rogene Drive, which has been legally closed.

**AMOUNT OF MONEY AND SOURCE:**

\$7,500.00 - Appraised Value

**BACKGROUND/EXPLANATION:**

On November 9, 2009, the City entered into a closing agreement with Mr. Howard Friedman and Mr. Karen Friedman, for the closing and conveyance of a portion of Ivymount Road in the vicinity of Green Meadow Way and Rogene Drive. Mr. Howard Friedman and Ms. Karen Friedman own the property known as 6201 Green Meadow Way and will incorporate the bed of the street into their existing property. The area of Ivymount Road to be closed is 4,500 square feet, more or less. In the closing agreement Mr. Howard Friedman and Ms. Karen Friedman, agreed to pay the fair market value for the property.

The sale of the public way was authorized by means of Sales Ordinance No. 10-388, approved on November 22, 2010. The street closing process is intricate and involves public notice and other procedures before the deed can be prepared for submission to the Board for approval.

This deed was recently submitted by the Department of Public Works to the Law Department for approval.

**(File No. 56664)**

## MINUTES

Department of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the deed with Mr. Howard Friedman and Ms. Karen Friedman, for the closing and conveyance of a portion of Ivymount Road in the vicinity of Green Meadow Way and Rogene Drive, which has been legally closed.

**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 MECU of Baltimore, Inc., lessee for the rental of approximately 476 square feet of space located at 401 E. Fayette Street. The period of the agreement is August 1, 2011 through July 31, 2014, with the option to renew for one three-year term.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$6,664.00	\$555.33

The rental for the renewal term, if exercised, will be negotiated.

**BACKGROUND/EXPLANATION:**

The lessee will use the leased premises for offices and lobby kiosk for MECU of Baltimore, Inc.

The lessor will be responsible for utilities, maintenance and repairs, fire insurance, janitorial services and trash removal to the common areas only, pest control, security and snow removal.

The lessee will be responsible for liability insurance, any additional improvements needed to the leased premises, telephone and computer services, janitorial services and trash removal services to the leased premises and for installation and payment of any security for the leased premises.

The Space Utilization Committee approved this lease at its meeting on August 23, 2011.

**(FILE NO. 56177)**

## MINUTES

Space Utilization Committee - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with MECU of Baltimore, Inc., for the rental of space located at 401 E. Fayette St.

**MINUTES**Space Utilization Committee - Transfer of Jurisdiction**ACTION REQUESTED OF B/E:**

The Board is requested to approve the transfer of jurisdiction for the property located at 2614-2626 Pennsylvania Avenue (Block 3400, Lot 102) from the inventory of the Baltimore City Public School System (BCPSS) to the inventory of the Department of Housing and Community Development.

**BACKGROUND/EXPLANATION:**

The parcel is adjacent to the Penn North Partners site redeveloped into townhomes located at 2632-2678 Pennsylvania Ave (3400-091).

The BCPSS agrees to transfer jurisdiction of this lot to the Department of Housing and Community Development, so that Penn North Partners can contract with the Department of Housing and Community Development for the expansion of their development.

The Space Utilization Committee approved this transfer of jurisdiction on August 23, 2011.

**(FILE NO. 56665)**

UPON MOTION duly made and seconded, the Board approved the transfer of jurisdiction for the property located at 2614-2626 Pennsylvania Avenue (Block 3400, Lot 102) from the inventory of the Baltimore City Public School System to the inventory of the Department of Housing and Community Development.

**MINUTES**Space Utilization Committee - Transfer of Jurisdiction**ACTION REQUESTED OF B/E:**

The Board is requested to approve the transfer of jurisdiction for the property located at 1908-1914 Retreat Street (Block 3400, Lot 107) from the inventory of the Department of Housing and Community Development to the inventory of the Baltimore City Public School System (BCPSS).

**BACKGROUND/EXPLANATION:**

The vacant lot is adjacent to the BCPSS grounds maintenance shop located at 2614 Bruce Street. The Department of Housing and Community Development agrees to transfer jurisdiction of this lot to BCPSS for the expansion of their facility.

The Space Utilization Committee approved this transfer of jurisdiction on August 23, 2011.

**(FILE NO. 56665)**

UPON MOTION duly made and seconded, the Board approved the transfer of jurisdiction for the property located at 1908-1914 Retreat Street (Block 3400, Lot 107) from the inventory of the Department of Housing and Community Development to the inventory of the Baltimore City Public School System.

**MINUTES**Space Utilization Committee - Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the execution of a lease agreement with Lauren Boilini, lessee, for the rental of property located at 1427 Light Street, known as School 33, Studio #106, 2nd floor. The period of the agreement is July 1, 2011 through June 30, 2012, with the option to renew automatically for two 1-year terms.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$3,900.00	\$325.00

**BACKGROUND/EXPLANATION:**

The lessee will use the leased premises as an artist's studio. The lease may be terminated by the lessor during the original term and renewal terms by giving a 60-day notice to lessee.

The lessor is responsible for heat, electricity and water. Lessee is responsible for content insurance, janitorial, trash receptacles and security.

The lease agreement is late getting to the Board of Estimates due to the delay of getting the lessee's signature and notary.

The Space Utilization Committee approved this lease agreement on August 23, 2011.

**(File No. 56338)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with Lauren Boilini, lessee, for the rental of property located at 1427 Light Street, known as School 33, Studio #106, 2nd floor.

**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 the Empowerment Center, Inc., tenant, for the rental of the property located at 801 Braddish Avenue, formerly known as Lafayette Elementary School #202, containing 39,045 sq. ft. The period of the agreement is September 1, 2011 through August 31, 2013, with one 2-year renewal option.

**AMOUNT OF MONEY AND SOURCE:**

The annual rent shall be \$1.00, if demanded.

**BACKGROUND/EXPLANATION:**

The leased premises shall be used as a Charter School operated by the Empowerment Center, Inc., for students Pre-K thru 8<sup>th</sup> grade.

The landlord is responsible for capital improvements up to \$50,000.00 annually not to exceed \$100,000.00 for the two-year term. Capital improvements may include replacement of building structural defects, foundation, roof, walls, gutters, downspouts, air conditioning, ventilating & heating systems, water and electric supply lines.

The tenant will lease the premises "as-is" and will be responsible for all equipment, licenses, janitorial services, maintenance, utilities, snow removal, landscaping, maintenance and repair of outside playground area of the building, including trash & debris, telephone/computer services, reinstallation of windows, and removal of graffiti. The tenant may not keep gasoline or other flammable, ignitable or explosives on the leased premises and is responsible for visitors and liability insurance.

## MINUTES

Space Utilization Committee - cont'd

The Space Utilization Committee approved this Lease Agreement on August 23, 2011.

**(File No. 56639)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with the Empowerment Center, Inc. The Comptroller **ABSTAINED**.

**MINUTES**

Space Utilization Committee - Transfer of Jurisdictions and  
Reporting Agency

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the transfer of jurisdiction and reporting agency of nine parcels from the inventory of the Department of Housing and Community Development (DHCD) to the inventory of the Department of General Services (DGS).

<b><u>ADDRESS:</u></b>	<b><u>NEW JURISDICTION</u></b>	<b><u>REPORTING AGENCY</u></b>
4 S. Frederick Street (Block 1351 Lot /5)	DGS	DGS
242 W. 29 <sup>th</sup> Street (Block 3658 Lot 5A)	DGS	Police Department
3800 E. Biddle Street (Block 6150A, Lot 3D)	DGS	DGS
801 E. 25 <sup>th</sup> Street (Block 4010P, Lot 13)	DGS	Fire Department
5225 York Road (Block 5165A, Lot 12)	DGS	DGS
3939 Reisterstown Road (Block 3321, Lot 23)	DGS	DGS
210 N. Guilford Avenue (Block 612, Lot 13)	DGS	DGS
23-25 S. Gay Street (Block 1351, Lot 16 & 16A)	DGS	DGS
3314 Ayrdale Avenue (Block 2900, Lot 9)	DGS	Police Department

**BACKGROUND/EXPLANATION:**

In accordance with the authority granted to the new Department of General Services by the City Charter Art. VII, Sec 132, the DGS is now responsible for all municipal buildings, unless otherwise provided by the Charter. Transferring municipal buildings currently registered under DHCD is in keeping with this new mission.

## MINUTES

Space Utilization Committee - cont'd

The Space Utilization Committee approved this transfer of jurisdiction on August 23, 2011.

**(FILE NO. 56665)**

UPON MOTION duly made and seconded, the Board approved the transfer of jurisdiction and reporting agency of nine parcels from the inventory of the Department of Housing and Community Development to the inventory of the Department of General Services.

**MINUTES**

Space Utilization Committee -Second Amendment to Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the second amendment to lease agreement with Baltimore County, lessee, for a portion of Ivy Church Road and Dulaney Valley Road located within the Loch Raven Watershed in Baltimore County. The first amendment to the lease agreement is effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

No change in the rent; it be the same as before the approval of the second amendment

**BACKGROUND/EXPLANATION:**

The original lease was entered into on January 3, 1996 and was first amended on February 17, 2010. The property is leased to Baltimore County for use by the Baltimore County Police Department as a firing range. The second amendment clarifies certain terms regarding access and shared use of the City-owned property. The amendment allows the City to place an antenna on the lessee's building and associated equipment on the ground.

The City needs to improve communication for its ranger in the Baltimore County watershed areas to insure public safety in the areas around the City's reservoirs. A series of microwave antennae strategically placed on water tank facilities owned by Baltimore County and on the lessee's building on City-owned property, will provide a network of coverage and consistent communications for the rangers.

The Space Utilization Committee approved this first amendment to lease agreement on August 23, 2011.

## MINUTES

Space Utilization Committee - cont'd

(File No. 34752)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the second amendment to lease agreement with Baltimore County for a portion of Ivy Church Road and Dulaney Valley Road located within the Loch Raven Watershed in Baltimore County.

**MINUTES**

Space Utilization Committee - First Amendment to Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the first amendment to lease agreement with Baltimore County, lessee, for a portion of the Prettyboy Reservoir located on Pretty Boy Dam Road and Spook Hill Road in Baltimore County. The first amendment extends the term for one twenty-five year renewal term, effective upon Board approval, with the option of one additional twenty-five year renewal term.

**AMOUNT OF MONEY AND SOURCE:**

\$1.00, if demanded

**BACKGROUND/EXPLANATION:**

The original lease period was December 2, 1987 through December 1, 2012. The amended term will be for twenty-five years. The City of Baltimore needs to improve communication for its rangers in the Baltimore County watershed areas to insure public safety in the areas around the City's reservoirs. This amendment to the lease will allow the City to place an antennae on water tank facilities owned by Baltimore County that are on real property owned by the City and leased to Baltimore County. Associated equipment for the antenna will be placed on the ground. The antenna will be part of a network of microwave antennae that will provide coverage and consistent communications for the rangers.

**(FILE NO. 54774)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the first amendment to lease agreement with Baltimore County, lessee, for a portion of the Prettyboy Reservoir located on Pretty Boy Dam Road and Spook Hill Road in Baltimore County.

**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 County-Department of Recreation and Parks, Tenant, for the rental of a portion of the property known as 12101 Dulaney Valley Road. The period of the agreement is effective upon Board approval for 15 years, with one 15-year renewal term.

**AMOUNT OF MONEY AND SOURCE:**

\$1.00 annually, if demanded.

**BACKGROUND/EXPLANATION:**

The leased premises will be used as a public recreational facility of the Loch Raven Fishing Center in Baltimore County, and primarily used for the purpose of fishing. The Baltimore County-Department of Recreation and Parks be responsible for promoting public safety, protect against water pollution, and guard against statutory violations. They will also, maintain existing toilet facilities, in compliance with State Board of Health and Baltimore City Health Department requirements to maintain portable public toilets on the premises, and make available to the general public an adequate number of boats during designated business hours.

The Space Utilization Committee approved this lease agreement on August 23, 2011.

**(FILE NO. 41664)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with Baltimore County-Department of Recreation and Parks for the rental of a portion of the property known as 12101 Dulaney Valley Road.

**MINUTES**Space Utilization Committee - License Agreements

The Board is requested to approve and authorize execution of the following license agreements with Baltimore County, Licensor:

	<u>LOCATION</u>	<u>AMOUNT</u>
1.	<b>YORK ROAD AND LOVETON CIRCLE, SPARKS, MD</b>	<b>\$1.00 if demanded</b>

The City will place three antennas on the water tank and associated equipment will be placed on 64 square feet of ground space. The period of the agreement is effective upon Board approval for 25 years with the option to renew for two additional 25-year terms.

2.	<b>112 FIRST AVENUE, REISTERSTOWN, MD.</b>	<b>\$1.00 if demanded</b>
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The City will place three antennas on the water tank and associated equipment will be placed on two square feet of ground space. The period of the agreement is effective upon Board approval for 25 years with the option to renew for two additional 25-year terms.

**BACKGROUND/EXPLANATION:**

The City needs to improve communication for its rangers in the Baltimore County watershed areas to insure public safety in the areas around the City reservoirs.

A series of microwave antennas strategically placed on water tank facilities owned by Baltimore County and on the property owned by Baltimore City will provide a network of coverage to maintain constant and consistent communication.

## MINUTES

Space Utilization Committee - cont'd

The Space Utilization Committee approved these license agreements on August 23, 2011.

**(FILE NO. 57273)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned license agreements with Baltimore County.

MINUTES

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

\* \* \* \* \*

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

**BIDS, PROPOSALS AND CONTRACT AWARDS**

Prior to the reading of bids received today and the opening of bids scheduled for today, the Clerk announced that **NO ADDENDA HAD BEEN RECEIVED** extending or modifying the dates for receipt and opening of bids. There were no objections.

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 06306 Jones Falls Trail  
Phase IV

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Allied Contractors, Inc.  
Civil Construction, LLC  
P. Flanigan & Sons, Inc.

## MINUTES

Bureau of Purchases

- B50002024, Install & Maintain  
CCTV Cameras in the Northeast  
District (TECHNICAL)

M.C. Dean, Inc.  
Electronic Technology Associates  
Tele-Tector of Maryland, Inc.

Bureau of Purchases

- B50002042, Outsourcing DNA Lab  
Work

Orchid Cellmark, Inc.  
The Bode Technology Group, Inc.  
NMS Labs

Bureau of Purchases

- B50002076, Fall 2011 Tree  
Baltimore

Schichtel's Nursery, Inc.  
Shemin Nurseries, Inc.  
Lorenz, Inc.

Bureau of Purchases

- B50002092, Terex Loader or  
City approved equal

Security Equipment Co.  
Correlli, Inc.  
Jessco, Inc.  
Valley Supply, and Equipment

Department of General Services

- GS 11825, Howard Park Grocery  
- Demolition

Potts & Callahan, Inc.  
P&J Contracting Co., Inc.  
Barco Enterprises, Inc.  
Goel Services, Inc.  
JLN Construction Services, LLC

MINUTES

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There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next scheduled meeting on Wednesday, September 14, 2011.

JOAN M. PRATT  
Secretary