

MINUTES

CLERK ANNOUNCEMENT ON SUBMISSION OF PROTEST

Deputy Comptroller: "May I have your attention. Today is October 12, 2011. The City offices were closed on October 10th, and therefore protests may be accepted this morning up until 8:45 a.m. I'd like to ask if anyone is in the room who has not filed a protest, who would like to do so? Thank you."

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REGULAR MEETING

Honorable Bernard C. "Jack" Young, President
Honorable Stephanie Rawlings-Blake, Mayor
Honorable Joan M. Pratt, Comptroller and Secretary
George A. Nilson, City Solicitor
Alfred H. Foxx, Director of Public Works
David E. Ralph, Deputy City Solicitor
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 October 11, 2011, identifying matters to be considered as routine agenda items, together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a motion to approve all of the items contained on the routine agenda."

MINUTES

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 COMMISSIONS**1. Prequalification of Contractors

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

CPE, Inc.	\$ 1,500,000.00
Dynatrend Construction, LTD.	\$ 351,000.00
Mid-Atlantic General Contractors, Inc.	\$ 2,817,000.00
Pleasants Construction, Inc. and Pleasant Excavating Company, Inc.	\$ 8,000,000.00
Roy Kirby & Sons, Inc., and Subsidiary	\$39,519,000.00
Safety Grooving & Grinding, LP.	\$51,507,000.00
Star Electric Company, Inc.	\$ 8,000,000.00
T.L.B. Associates, Inc.	\$ 1,500,000.00
TW Apex Holdings, LLC & Subsidiary	\$94,806,000.00
Trionfo Builders, Inc. and Subsidiary	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

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

Accumark, Inc.	Engineer Survey
ACS/Hydrostructures, LLC	Engineer
EBL Engineers, LLC	Engineer
Manifold Design	Architect

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.

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

The Board is requested to approve and authorize execution of an office lease agreement with Soul Harvest Church and Ministries, Inc., tenant, for the rental of a portion of the property known as 2901 Druid Hill Park Drive, Suite 112, at the Business Center @ Park Circle, consisting of 5,251 square feet of space. The period of the agreement is November 1, 2011 through October 31, 2014.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Rent</u>	<u>Monthly Installments</u>
1	\$ 8,100.00	\$675.00
2	\$ 8,424.00	\$702.00
3	\$ 8,760.96	\$730.08

BACKGROUND/EXPLANATION:

The tenant is a community-based church offering spiritual and educational services and programs to adults and youth in the community. The Church may also offer an academic summer camp for youth.

The space is leased on an "As Is" basis and does not require the landlord to make any modifications. The tenant will pay their own utilities, including water, janitorial, and provide an HVAC preventative maintenance and exterminating contract annually for the premises. The tenant will be responsible for any additional improvements or build out of the premises.

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

(FILE NO. 57256)

MINUTES

BDC - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with Soul Harvest Church and Ministries, Inc., tenant, for the rental of a portion of the property known as 2901 Druid Hill Park Drive, Suite 112, at the Business Center @ Park Circle, consisting of 5,251 square feet of space.

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

The Board is requested to approve and authorize execution of a office lease agreement with K & K Adams, Inc., tenant, for the rental of a portion of the property known as 2901 Druid Hill Park Drive, Suite 207, at the Business Center @ Park Circle, consisting of 754 square feet of space. The period of the agreement is October 1, 2011 through September 30, 2013.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Rent</u>	<u>Monthly Installments</u>
1	\$12,878.40	\$1,073.20

The rent will be increased annually by an amount equal to 4% of the annual rent in order to allow for any increases in building expenses.

BACKGROUND/EXPLANATION:

The tenant is a general construction and contracting company which has been a tenant in the building for over five years. The company is family owned and employs approximately 15 employees with further growth anticipated.

The space is leased on an "As Is" basis and does not require the landlord to make any modifications. The tenant will be responsible for any additional improvements or build out of the premises.

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

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

(FILE NO. 57257)

MINUTES

BDC - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the office lease agreement with K & K Adams, Inc., tenant, for the rental of a portion of the property known as 2901 Druid Hill Park Drive, Suite 207, at the Business Center @ Park Circle, consisting of 754 square feet of space.

MINUTESMayor's Office of Employment Development - 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.

1. **BALTIMORE CITY COMMUNITY COLLEGE** **\$264,000.00**

Accounts: 4000-807512-6312-467253-603051
 4000-806712-6312-467253-603051
 4000-813011-6331-467253-603051
 4000-803710-6310-467253-603051
 4000-894109-6330-467253-603051

The organization will use the funds to provide training for approximately 88 participants only in those areas specified on the Maryland Higher Education Commission list.

2. **COMMUNITY COLLEGE OF BALTIMORE COUNTY** **\$195,000.00**

Accounts: 4000-807512-6312-467253-603051
 4000-806712-6312-467253-603051
 4000-813011-6331-467253-603051
 4000-803710-6310-467253-603051
 4000-894109-6330-467253-603051

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

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

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

3366 - 3368

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$ 120,000.00 MVR	9950-912200-9528 Const. Res. Heritage Trail Phase II	9950-911200-9527-2 Contingencies Star Spangled Heritage Trails
This transfer will cover the costs associated with the CIP# 527-200, Star Spangled Heritage Trails for installation of the in-ground storyboard signs and the historic site markers for the Pennsylvania Avenue Heritage Trail and soon Historic Fells Point Trail.		
2. \$ 5,991.23 MVR	9950-905218-9528 Const. Res. Lexington Street Streetscape	9950-903218-9527-5 Inspection Lexington Street Streetscape
This transfer will cover the costs associated with Task No. 21 assigned to Rummel, Klepper & Kahl, LLP under BD # 08039 for inspection, structural assessment and preparation of design sketches for repair and upgrade of the existing underground sidewalk vaults for the project, Lexington Street Streetscape.		
3. \$124,244.54 Federal	9950-902133-9507 Const. Res. Penn Street Plaza	
94,922.16 Federal	9950-902504-9507 Const Res. Boston St. Reconstruction	
48,022.72 Federal	9950-902510-9507 Const. Res. Bowleys Lane Resurf.	

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation - cont'd</u>		
66,797.35	9950-902437-9507	
State Rev.	Const. Res.	
	Digital Harbor	
	Bulkheads	
<u>\$333,986.77</u>	-----	9950-905818-9506-5
		Inspections
		Baltimore City
		Downtown
		Infra. Imprv.

This transfer will cover the deficit in the account and the costs associated with Task No. 3 on project 1123 BD # 34052 assigned to McCormick Taylor, Inc. to provide design engineering services including the communication plan to make the public aware of the traffic plans related to the project, "Baltimore City Downtown Infrastructure Improvements".

4. \$1,000,000.00	9950-903899-9509	9950-911032-9528
State Const.	Const. Res.	Claremont/Freedom
Loan	DOT Facilities	Village - Phase II
	Master Plan	

This transfer will swap MVR funds with State Construction Loan Funds into the project "Claremont Village - Phase II".

(FILE NO. 56294)

5. \$1,000,000.00	9950-911032-9528	
MVR	Const. Res.	
	Claremont Village	
	Phase II	
\$ 750,000.00	-----	9950-902874-9508
		DOT Facilities
<u>250,000.00</u>	-----	9950-903742-9508
<u>\$1,000,000.00</u>		DOT Benton Building
		Reconfiguration

This transfer will swap MVR funds with State Construction Loan Funds.

(FILE NO. 56294)

MINUTES

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>			
6.	\$ 1,879.34	9910-994001-9600	9910-902879-9601
	19 th EDF	Const. Res.	Commercial
		Unallocated Res.	Revitalization
	430.60	9910-994001-9600	9910-905825-9603
	19 th EDF	Const. Res.	West Side Downtown
	<u> </u>	Unallocated Res.	
	\$ 2,309.94		

This transfer will provide funds for the outstanding water meter charges and abandonment fees for the following City-owned properties:

<u>Account No.</u>	<u>Address</u>	<u>Abandonment Fee</u>	<u>Bill Balances</u>	<u>Total Amount Due</u>
06181815009	509 N. Gay St.	\$305.00	\$383.35	\$688.35
06181768000	437 N. Gay St.	305.00	580.99	885.99
02150117006	410 Park Ave.	305.00	125.60	430.60
09256893000	4629 Liberty Hghts. Ave	<u>305.00</u>	<u>0.00</u>	<u>305.00</u>
	Total Charges	\$1,220.00	\$1,089.94	\$2,309.94

MINUTES

Police Department - Interagency Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an interagency agreement with the Mayor's Office of Criminal Justice (MOCJ) and the Department of Housing and Community Development (DHCD). The period of the agreement was July 1, 2011 through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$160,000.00 - 4000-468311-2252-694203-607001

BACKGROUND/EXPLANATION:

On October 20, 2010 the Board approved acceptance of a grant award from the U.S. Department of Justice, Edward Byrne Memorial Justice Assistance Grant, in the amount of \$1,171,168.00 for the period of October 1, 2009 through September 30, 2013. The DHCD will use the funds to target the most needy communities by educating and pursuing drug nuisance and code enforcement cases. The funds will support the legal division (code enforcement division) within the DHCD.

This interagency agreement is late because the Department just received the agreement from the partner agency.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the interagency agreement with the Mayor's Office of Criminal Justice and the Department of Housing and Community Development.

MINUTES

Department of Housing and - Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Cost Plans Plus, LLC. The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$9,750.00 - 2089-208912-5930-599600-603026

BACKGROUND/EXPLANATION:

Pursuant to Office of Management and Budget Circular A-87, the Department is required by the U.S. Department of Housing and Urban Department to have an Indirect Cost Allocation Plan prepared to support charges made to the Community Development Block Grant Program.

The Consultant will prepare a Departmental Cost Allocation Plan for fiscal year 2011, which will support administrative costs.

MBE/WBE PARTICIPATION:

N/A

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 Cost Plans Plus, LLC.

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 Ms. Cynthia D. Gross, developer, for the sale of the property located at 238 N. Patterson Park Avenue in the Middle East Urban Renewal Area.

AMOUNT OF MONEY AND SOURCE:

\$2,000.00 - Sale price

BACKGROUND/EXPLANATION:

A good faith deposit of \$200.00 is required within 10 days of the execution of this agreement. The project will be financed using a 203K loan.

Ms. Gross, has been maintaining the property for more than a decade, including cleaning and plowing the snow. This property is between two other properties and it continues to deteriorate. Ms. Gross proposes to gut rehab the vacant property into a single family residential unit in the Middle East Urban Renewal Area. The estimated total rehab cost will be \$105,000.00.

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

The property was priced pursuant to the appraisal policy of Baltimore City and the waiver valuation was used in lieu of an appraisal. The Property will be sold to Ms. Gross below the price determined through the waiver valuation process because of the following factors:

1. The sale and the rehabilitation of this property will help to promote a specific benefit to the immediate Community,
2. the sale and rehabilitation will continue the elimination of blight,
3. the sale and rehabilitation promotes economic development and returns the property to the City's tax roll, and

MINUTES

DHCD - cont'd

4. the condition of the subject property requires remediation because of the structural deterioration.

MBE/WBE PARTICIPATION:

N/A

(FILE NO. 57211)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Ms. Cynthia D. Gross, developer, for the sale of the property located at 238 N. Patterson Park Avenue in the Middle East Urban Renewal Area.

MINUTES

Department of Housing and - Local Government Resolutions
Community Development

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

The below listed organizations are applying to the State of Maryland's Community Investment Tax Credit Program (CITCP). A local government resolution of support is required by the State for all applications to this program for funding.

<u>Organization</u>	<u>Amount</u>
1. BACH CONCERT SERIES	\$45,000.00 (CITCP)

The Bach Concert Series, located in Christ Lutheran Church, located at 701 S. Charles Street, Baltimore, MD 21230, proposes the Series of Free Concerts for Baltimore and Central Maryland Project. Funding is requested to continue to offer a series of free concerts to the community. Concerts are offered the first Sunday of each month from October to June. Each concert includes the performance of a work of J.S. Bach for choir and orchestra, a short introductory lecture on the music and, on occasion, a talk by a guest academician or musician. A distinguished instrumentalist also participates as a featured soloist. Often this is an organist who presents an organ work on Bach or other great composers on the massive new Andover Organ in the church. Masetro Dimmock's introduction to the featured Bach work of the day has become famous in the larger community for its informative insights.

The Bach Concert Series was founded in 1988. The Bach Concert Series has a history of using its concerts to give back to the community by raising funds for other charities. These include Habitat for Humanity, Baltimore Housing Ministry, tsunami relief, Light Street Housing Ministry and stained glass window restoration at First English Lutheran Church. In addition, the Bach Concert Series has a history of collaboration with the youth of the community, such as in the 2010/2011 season, six choirs of high school students were invited to participate in a concert.

MINUTES

DHCD - cont'd

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|----|--|---------------------------------|
| 2. | THE NATIONAL AQUARIUM OF BALTIMORE
(AQUARIUM) | \$100,000.00
(CITCP) |
|----|--|---------------------------------|

The National Aquarium of Baltimore located at Pier 3, 501 E. Pratt Street, Baltimore, MD 21202, proposes the Ray Tray Project. The project will repair deteriorated concrete and reinforcing steel that support the Ray Exhibit, which was originally constructed in 1981. The underside of concrete walkways above the exhibit and all structural support columns within the exhibit will be repaired. A new high quality waterproof coating will be applied to the entire tank, which will protect the concrete from future damage from saltwater corrosion and wear and tear. Repair and replacement work will be required to the structure and tanks in order to maintain a safe, viable exhibit for visitors, personnel and animals.

The Ray Exhibit includes a four level atrium above a central exhibit pool and this space will be enhanced through improved lighting, new and additional marine skeletons, image projection technologies and diver communication systems. An improved exhibit access platform will provide safer access for divers and animal care staff. A sandy floor with small patch reefs and grass beds will create habitat for the rays and a small ray touch pool will be added adjacent to the main pool to allow visitors to get closer to the animals.

The National Aquarium of Baltimore was conceived in the late 1970's as an anchor for the renewal of Baltimore's historic Inner Harbor. Since opening in 1981, the Aquarium has attracted more than 33 million visitors, averaging 1.6 million visitors annually. The 5.8-acre urban campus includes the original exhibit facility on Pier 3, featuring five levels of exhibits, and the Marine Mammal Pavilion, which opened in 1991 on the adjacent Pier 4 and is the home of nine dolphins in a 1.1 million gallon exhibition pool.

MINUTES

DHCD - cont'd

The Pier 4 facility also houses the Aquarium's 98,000 gallon Hospital Pool used for medical treatment and collection management of the marine animals in the Aquarium's care. The Aquarium's innovative exhibitory, commitment to practicing and promoting the highest standards of animal care, outstanding education and community service programs and community-based field conservation partnerships distinguish the Aquarium as one of the world's best.

3. **JUBILEE BALTIMORE, INC.** **\$25,000.00**
(CITCP)

The Jubilee Baltimore, Inc. located at 1229 N. Calvert Street, Baltimore, MD 21202 proposes the Central West Baltimore Planning Initiative Project. The neighborhoods included in the project are Bolton Hill, Druid Heights, Madison Park, Reservoir Hill and Upton. The project will create a strategy to reunite neighborhoods and plan for better housing, improved education, adequate neighborhood retail and reduced crime and vacancy. In addition, the planning process will promote investment and help to remove a racial dividing line that has separated the neighborhoods of Central West Baltimore for years. In March 2011, Jubilee Baltimore, Inc., acting on behalf of its neighborhood partners, won a \$213,000.00 grant as part of the U.S. Department of Housing and Urban Development (HUD) Choice Neighborhoods grant program.

In 2009, community leaders from Madison Park, Bolton Hill and Eutaw Place began to work with the Jubilee Baltimore, Inc. to conceive the revitalization of a large section of Central West Baltimore. Several large buildings were reaching the end of their design life, and community leaders wanted to ensure that redevelopment would help the surrounding neighborhoods to knit together to support good schools and shopping and generally offer a good life to people of diverse backgrounds and incomes.

MINUTES

DHCD - cont'd

Founded in 1980, Jubilee Baltimore, Inc. is a nonprofit organization that undertakes complex community planning and housing redevelopment assignments in Baltimore area neighborhoods. With core strengths in housing development and neighborhood planning, Jubilee Baltimore, Inc. is distinctive among Baltimore's nonprofit developers in its ability to plan and develop both market-rate and affordable housing. This double strength enables Jubilee Baltimore, Inc. to help a wide range of Baltimore neighborhoods to formulate and achieve their development goals.

Three things that characterize all of Jubilee Baltimore, Inc.'s work is the commitment to building neighborhoods, not just buildings, choice of neighborhoods that have strategic importance for the long-term health of the City and specialization in the design, renovation and financing of historic buildings.

(FILE NO. 57055)

4. **JOBS, HOUSING & RECOVERY, INC.** **\$25,000.00**
(JHR) **(CITCP)**

The JHR located at 3419 Vero Road, Baltimore, MD 21227 proposes the JHR Educational/Vocational Project. The project is designed to help meet Income and Employment objectives set forth in *The Journey Home, Baltimore's 10-Year Plan to End Homelessness* (2007). The first of these objectives is to increase access by homeless persons to employment opportunities that pay sufficient wages, which will provide the homeless with sufficient incomes to secure permanent housing. To achieve this objective, the plan recommends increasing the life-skills and job training programs available to homeless persons in Baltimore such as those offered at the JHR Carrington House. At the JHR Carrington House, 63 formerly homeless men participating in the JHR's residential substance abuse recovery program have access to Pre-GED and GED classes, life skills training and employment counseling that will give them the tools they need to rebuild their lives and secure permanent housing. These programs are also available to men in the JHR's Lighthouse Community Program.

MINUTES

DHCD - cont'd

Since 2002, the JHR has been serving the homeless in Baltimore City. JHR's mission is to provide homeless individuals in Baltimore with life-sustaining services and opportunities to rebuild their lives. What makes the JHR unique and effective is that its programs provide a continuum of services for homeless individuals in recovery.

The JHR operates the Homeless Resource Center (HRC), which is the largest emergency homeless shelter in Baltimore located in the Harry and Jeanette Housing Resource Center at 620 Fallsway under contract with the City. The HRC operates 24 hours per day, seven days a week and accommodates 275 homeless men and women. The JHR provides beds, meals, showers and Homeless Service Coordinators and a Case Manager who work with homeless clients to access services that will help get them off the streets.

The JHR operates a residential substance abuse recovery program for 63 homeless men at Carrington House in West Baltimore. The Carrington House program is a highly structured, around-the-clock, recovery-based program designed to assist men who want a better life and are willing to do the work necessary to achieve it. Residents can stay at Carrington House for up to 24 months.

The JHR also operates the JHR Lighthouse Community, which offers permanent housing for 44 homeless men who are recovering from substance abuse. The residents come from the JHR Carrington House and from other recovery programs in Baltimore. The Lighthouse Community program provides these individuals with peer support and comprehensive services as they work to become more independent, self-sufficient and productive.

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

ABSTAINED on Item No. 2.

MINUTES

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

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

1. **GOVANS ECUMENICAL DEVELOPMENT CORP. \$ 99,632.00**
(GEDCO)

Account: 4000-496211-3573-267850-603051

GEDCO will provide stable housing and supportive services to approximately 59 men and women at the Harford House SRO and the Micah House SRO located at 1517 E. North Avenue and 5207 York Road, respectively. Services will also include assisting clients in obtaining and maintaining permanent housing. The goal of the program is to provide a community based housing and comprehensive supportive services. The period of the agreement is June 1, 2011 through May 31, 2012.

MWBOO GRANTED A WAIVER.

2. **MOVEABLE FEAST, INC. \$115,643.00**

Account: 4000-490912-3573-333670-603051

The organization operates a HIV/AIDS Drop-In Center Food and Services Program. The program will provide hot nutritious meals daily to four community resource centers operated by local organizations for homeless individuals with HIV/AIDS. The program will achieve two objectives 1) provide hot nutritious meals to HIV/AIDS individuals who suffer from malnutrition and 2) encourage those served to access the many available services at the community resource centers. The period of the agreement is July 1, 2011 through June 30, 2012.

MWBOO GRANTED A WAIVER.

MINUTES

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

3. **PRISONERS AID ASSOCIATION OF MARYLAND,
INC. (PAA)** **\$112,072.00**

Account: 4000-496211-3573-267825-603051

The PAA will provide support services to approximately 52 participants in PAA's Supportive Housing Program. The program will serve individuals and families with disabilities who are in permanent housing provided through rental certificates under the Supportive Housing Program. The funds will be used to offset staff costs to provide services for the clients of the permanent housing units and operating costs of the program. The period of the agreement is February 1, 2011 through January 31, 2012.

MWBOO GRANTED A WAIVER.

4. **JOBS HOUSING AND RECOVERY, INC.
(JHR)** **\$ 97,861.00**

Account: 4000-496211-3573-267858-603051

The JHR will provide permanent housing and support services to approximately 16 homeless and disabled individuals who will be housed in scattered site units owned and operated by the JHR. The funds will be used to reimburse JHR for a portion of its staff costs and other supportive services provided to the program participants. The period of the agreement is August 1, 2011 through July 31, 2012.

MWBOO GRANTED A WAIVER.

MINUTES

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

5. **ST. VINCENT DE PAUL OF BALTIMORE, INC. \$723,999.00**
(SVDP)

Accounts: 5000-529112-3572-333729-603051
 4000-485910-5750-643429-603051
 5000-529112-3572-333729-603051

The SVDP will operate and oversee a 24-hour, seven day a week emergency shelter for women and children at 1114 Mount Street and provide approximately 75 emergency shelter beds to homeless women and children in Baltimore City. The funds will be utilized for the operating costs of the shelter, which will include but are not limited to salaries, the provision of the 24-hour shelter, meals, showers and laundry services. Life skills training and employment support will be provided. Funding will be utilized to quickly place families in permanent housing and reduce their time in emergency shelter. The period of the agreement is July 1, 2011 through June 30, 2012.

MWBOO GRANTED A WAIVER.

The agreements are late because of 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 foregoing agreements.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the property located at 1604 N. Port Street by gift from Mr. Anthony D. Triplin and Ms. Alice Triplin, owners, **SUBJECT** to municipal liens, interest, and penalties, other than current water bills.

AMOUNT OF MONEY AND SOURCE:

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

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

Mr. Anthony D. Triplin and Ms. Alice Triplin will pay all current water bills up through the date of settlement. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 1604 N. Port Street are itemized as follows:

Cumulative Real Property Taxes 1998-2012

Total Taxes	\$	313.08
Interest/Penalties		141.06
Other		264.00
Tax Sale Interest		61,395.50
Miscellaneous Bills		21,483.44
Metered Water (Tax Sale)		0.00
Rental Reg.		<u>183.00</u>
Total		\$83,780.08

MINUTES

DHCD - cont'd

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the acquisition of the property located at 1604 N. Port Street by gift from Mr. Anthony D. Triplin and Ms. Alice Triplin, owners, **SUBJECT** to municipal liens, interest, and penalties, other than current water bills.

MINUTES

Office of the Labor Commissioner - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** the following memorandum of understanding with the Baltimore Fire Officers, Local 964, International Association of Fire Fighters AFL-CIO, CLC for FY 2012.

AMOUNT OF MONEY AND SOURCE

For Fiscal Year 2012, employees will receive a 2% across the board wage increase. Wages are included in the Fire Department's budget for FY 2012.

BACKGROUND/EXPLANATION:

In accordance with the Municipal Employees Relations Ordinance, negotiations with the Baltimore Fire Officers Local 964 for Fiscal Year 2012 were concluded with arbitration. The results of the negotiations and arbitrator's decision have been reduced to writing in the form of the memorandum of understanding.

UPON MOTION duly made and seconded, the Board **NOTED** the memorandum of understanding with the Baltimore Fire Officers, Local 964, International Association of Fire Fighters AFL-CIO, CLC for FY 2012.

MINUTES

Office of the Labor Commissioner - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** the following memorandum of understanding with the Baltimore Fire Fighters, Local 734, International Association of Fire Fighters AFL-CIO, CLC for FY 2012.

AMOUNT OF MONEY AND SOURCE

For Fiscal Year FY 2012, employees will receive a 2% across the board wage increase. Wages are included in the Fire Departments budget for FY 2012.

BACKGROUND/EXPLANATION:

In accordance with the Municipal Employees Relations Ordinance, negotiations with the Baltimore Fire Fighters Local 734 for Fiscal Year 2012 were concluded with arbitration. The results of the negotiations and arbitrator's decision have been reduced to writing in the form of the memoranda of understanding.

UPON MOTION duly made and seconded, the Board **NOTED** the Baltimore Fire Fighters, Local 734, International Association of Fire Fighters AFL-CIO, CLC for FY 2012.

MINUTES

Department of Real Estate - Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate to Alabaster Christian Ministries, Inc. for an amount that is less than the lien amount for the property located at 1300 N. Calhoun St.

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
1300 N. Calhoun St.	\$1,000.00	\$1,515.40	\$4,553.49	\$1,515.40

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 1300 N. Calhoun St. on May 17, 2010 for \$4,553.49. Alabaster Christian Ministries, Inc. has offered to purchase the Tax Sale Certificate for \$1,515.40 cash, file the petition to foreclose, acquire title to the property and return it to productive use. The assignment amount for the Tax Sale Certificate will cover the flat taxes and water bills on that property.

(FILE NO. 56662)

UPON MOTION duly made and seconded, the Board approved the assignment of a Tax Sale Certificate to Alabaster Christian Ministries, Inc. for an amount that is less than the lien amount for the property located at 1300 N. Calhoun St.

MINUTES

Baltimore City Health Department (BCHD) - Agreements

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

1. **THE JOHNS HOPKINS UNIVERSITY BLOOMBERG SCHOOL OF PUBLIC HEALTH** **\$24,600.00**

Account: 4000-422812-3080-294200-603051

The BCHD's Division of Maternal and Child Health (MCH) serves as host agency for the Preventive Medicine Fellows Program and provides a preceptor(s) to mentor selected residents during the fiscal year. Responsibilities may include but not be limited to conducting special projects related to a current issue for the MCH Division such as program evaluations, needs assessment, data collection/interpretation project or implementation of a new strategy and assisting with policy development and budget preparation at the division or program level.

The agreement is late because it was just completed.

2. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$23,000.00**

Account: 4000-424212-3030-513211-603051

The organization will provide health education to women in communities most impacted by HIV/AIDS or who engage in sexual and needle-sharing behaviors that put them at high risk for becoming HIV infected. The period of the agreement is July 1, 2011 through December 31, 2011.

The agreement is late because the request was received late in the fiscal year and was just completed.

MINUTES

Health Dept. - cont'd

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM

3. **HABITAT FOR HUMANITY OF THE CHESAPEAKE, INC./RESTORE DISCOUNT HOME IMPROVEMENT CENTER** \$ 0.00

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

The agreement is late because the BCHD was waiting on the provider's signature.

RETIRED AND SENIOR VOLUNTEER PROGRAM (RSVP)

4. **EMPOWER U, INC./WESTSIDE ELEMENTARY SCHOOL** \$ 0.00

The organization will serve as a volunteer station for the RSVP. The RSVP has been funded since 1982 by the federal government. The Baltimore City Health Department was awarded a grant from the Corporation of National and Community Services to pay administrative staff to arrange volunteer work for persons 55 years of age and over. The period of the agreement is September 1, 2011 through March 31, 2012.

The agreement is late because it was just finalized.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED (EXCEPT FOR ITEM NOS. 3 - 4) AND HAD NO OBJECTION.

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

ABSTAINED on Item No. 1. The Comptroller **ABSTAINED** on Item No.

4.

MINUTES

Health Department - Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of notification of a grant award (NGA) from the Maryland Department of Transportation, Maryland Transit Administration for the FY'12 Statewide Special Transportation Assistance Program. The period of the grant award is July 1, 2011 through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$379,335.00 - 5000-532712-3254-316200-405001

BACKGROUND/EXPLANATION:

Through a grant from the Maryland Department of Transportation, Maryland Transit Administration the Health Department will use the funds to provide subsidy assistance for taxi rides to elderly persons and/or persons with disabilities in Baltimore City.

The grant award is late because the NGA was just received.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the notification of a grant award from the Maryland Department of Transportation, Maryland Transit Administration for the FY'12 Statewide Special Transportation Assistance Program.

MINUTES

EXTRA WORK ORDERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following pages:

3390

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The President **ABSTAINED** on Item No. 2.

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

- | | | | | |
|--|-------------|--------------------|----|---|
| 1. EWO # 003, \$0.00 - PB 09828R, Renovations to the Benton Building Floors 5 and 7 and 6400 Pulaski Highway | | | | |
| \$1,706,000.00 | \$47,247.46 | J A Argetakis Con- | 91 | - |
| | | tracting Co., Inc. | | |

Bureau of Water & Wastewater

- | | | | | |
|--|-------------|-------------------|---|---|
| 2. EWO # 009, \$0.00 - W.C. 1137R, Installation of Anchorage System at Prettyboy Dam | | | | |
| \$5,993,400.00 | \$16,590.02 | Brayman Construc- | 0 | - |
| | | tion Corp. | | |

THE OVERRUNS AND UNDER RUNS CANCELED EACH OTHER OUT.

MINUTES

Department of Transportation - License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a license agreement with the Maryland Stadium Authority. The period of the agreement is October 1, 2011 through April 30, 2014.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The license agreement will secure parking for nearby residents during Phase II and III Snow Emergencies. One Hundred and Seventy Five unmarked parking spaces located at Lot F of the Oriole Park at Camden Yards lots will be utilized by residents in this area until the snow emergency has been downgraded to Phase I.

This agreement is late because of external review and the request for modification of the agreement.

(FILE NO. 55316)

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

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

The Board is requested to approve and authorize execution of a license agreement with the Baltimore City Board of School Commissioners for Baltimore City School System. The period of the agreement is October 1, 2011 through April 30, 2014.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The license agreement will secure parking for nearby residents during Phase II and III Snow Emergencies. The lots will be utilized by residents in the area until the snow emergency has been downgraded to Phase I. The parking is located at the following properties:

<u>School #</u>	<u>School Name</u>	<u>School Address</u>	<u>Parking Lots</u>
403/407	Poly, Western	1400 W. Cold Spring Lane	All
411	Walbrook High	2000 Edgewood St.	All
480	Baltimore City College	3220 The Alameda	All
410	Mervo	3500 Hillen Road	All
405	Patterson High	100 Kane Street	All
40	Lake Clifton/Eastern High	2801 St Lo Drive	All
171	Thurgood Marshall	5001 Sinclair Lane	All
93	PDC	2500 E. Northern Pkway	All
80/81	W. Baltimore Middle/North Bend	201 North Bend/181 North Bend	All
400 B	Edmondson Westside Skill Center (Bldg on right)	501 Athol Ave	All
102	Thomas G. Hayes Middle School	601 N. Central Avenue	All
28	William Pinderhughes	1200 N. Fremont Avenue	All

MINUTES

Department of Transportation - cont'd

This agreement is late because of external review and the request for modification of the agreement.

(FILE NO. 55427)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the license agreement with the Baltimore City Board of School Commissioners for Baltimore City School System.

MINUTESDepartment of Transportation - On-Call Consultant Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with A. Morton Thomas and Associates, Inc., for Project 1161, On-Call Construction Management Services. The period of 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 - Upset Limit

BACKGROUND/EXPLANATION:

The Department has negotiated and procured the consulting agreement approved by the Office of Boards and Commissions and Architectural and Engineering Awards Commission and now desires to utilize the services of the Consultant. The cost of services rendered will be on actual payroll rates not including overhead and burden times a set multiplier.

The payroll rates and multiplier have been reviewed by the Department of Audits. The Consultant will assist the Department's Engineering and Construction Division in managing various Capital Improvement Projects. The responsibilities will include constructability review of construction contract documents, addressing contractor requests for information, change orders and claims analysis, and inspection.

MBE/WBE PARTICIPATION:

MBE:	EBA Engineering, Inc.	\$300,000.00	15.00%
	Phoenix Engineering, Inc.	240,000.00	12.00%
		<u>\$540,000.00</u>	<u>27.00%</u>
WBE:	MCS Consulting, Inc.	\$180,000.00	9.00%

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

MINUTESDepartment of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with A. Morton Thomas and Associates, Inc., for Project 1161, On-Call Construction Management Services.

MINUTESDepartment of Transportation - On-Call Consultant Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Rummel, Klepper & Kahl, LLP, for Project 1161, On-Call Construction Management Services. The period of 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 - Upset Limit

BACKGROUND/EXPLANATION:

The Department has negotiated and procured the consulting agreement approved by the Office of Boards and Commissions and Architectural and Engineering Awards Commission and now desires to utilize the services of the Consultant. The cost of services rendered will be on actual payroll rates not including overhead and burden times a set multiplier.

The payroll rates and multiplier have been reviewed by the Department of Audits. The Consultant will assist the Department's Engineering and Construction Division in managing various Capital Improvement Projects. The responsibilities will include constructability review of construction contract documents, addressing contractor requests for information, change orders and claims analysis, and inspection.

MBE/WBE PARTICIPATION:

MBE:	Prime Engineering, Inc.	\$540,000.00	27.00%
	Eborn Enterprises, Inc.	100,000.00	5.00%
		<u>\$640,000.00</u>	<u>32.00%</u>
WBE:	MCS Consulting, Inc.	\$ 80,000.00	4.00%
	Ross Technical Services, Inc.	100,000.00	5.00%
		<u>\$180,000.00</u>	<u>9.00%</u>

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

MINUTESDepartment of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Rummel, Klepper & Kahl, LLP, for Project 1161, On-Call Construction Management Services.

MINUTES

Department of Finance - Participation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a participation agreement with Huntington National Bank Collective Investment Trust for Employee Benefit Plans. The period of the agreement is effective September 30, 2011.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On May 18, 2011 the Board approved the renewal of an investment subadvisory agreement with Black Knight Asset Management (BKAM) for a one-year renewal period. BKAM manages approximately \$30,000,000.00 of the assets in the City's Stable Value Fund. Currently, Cardinal Bank maintains the assets in BKAM Stable Value Fund Portfolio as the custodial Trustee. As of the effective date of this participation agreement, Cardinal Bank will terminate Trustee Services for Employee Benefit Plans. This agreement authorizes Huntington National Bank as the new custodial Trustee for Stable Value Fund assets managed by BKAM.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the participation agreement with Huntington National Bank Collective Investment Trust for Employee Benefit Plans.

MINUTES

Department of Finance - Liability Insurance Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize renewal of liability insurance with Lexington Insurance Company. The period of the renewal is October 1, 2011 through September 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$10,350.00 - 2043-000000-1531-169900-603014

BACKGROUND/EXPLANATION:

The liability insurance will cover students enrolled in the Student Nursing, Geriatric Nursing Assistants and Medical Assistants Programs in the Baltimore City Public Schools, Department of Housing and Community Development, and the Baltimore City Fire Department EMT program.

The policy reduces the exposure of the City and the Public Schools from liability that may result from injuries and damages attributed to students enrolled in the Student Nursing, EMT Geriatric Nursing Assistants and Medical Assistants Programs. This coverage is also required by the hospitals in which the students work.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the renewal of liability insurance with Lexington Insurance Company.

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

The Board is requested to approve a refund of real property taxes for the below-listed claimants:

It is the opinion of the Law Department that the claimants have met the qualifications for a real property tax exemption as disabled veterans, and that the claimants are eligible to receive a refund of taxes paid because they were honorably discharged from the armed services, declared by the Veteran's Administration to have a permanent 100% service connected disability, and resided in a single family dwelling during the period in question. It has been determined that the claimants are entitled to a refund of real property taxes, which were paid as follows:

	<u>Claimant/s</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
1.	A.D. WEST	3708 Yolando Road	2009/2010 2010/2011 2011/2012	\$1,606.87 1,684.07 <u>1,386.39</u>
			Total Refund	\$4,677.33

Mr. West filed his application on September 9, 2011.

2.	EUGENE R. LEMON	3933 Yolando Road	2010/2011 2009/2010	\$2,187.91 <u>1,910.28</u>
			Total Refund	\$4,098.19

Mr. Lemon filed his application on September 19, 2011.

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

UPON MOTION duly made and seconded, the Board approved the refund of real property taxes for the foregoing claimants.

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

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Condemnations</u>			
1. Harry C. Goodman and Lawrence H. Goodman	840 N. Chester St.	L/H	\$31,417.00

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

(FILE NO. 56017)

Department of Law - Payment of Settlement

2. Michael J. Brown (previous owner)	3309 Virginia Avenue	F/S	\$ 25,800.00
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On August 11, 2010, the Board approved the acquisition of the fee simple interest, by condemnation, in 3309 Virginia Avenue for the amount of \$19,200.00. The owner obtained an appraisal that valued the property interest at \$74,241.00. The parties agreed to settle the condemnation case for the amount of \$45,000.00. Therefore, the Board is requested to approve payment of the balance for the amount of \$25,800.00 in settlement of this case.

Funds are available in Account No. 9910-903187-9588-900000-704040.

(FILE NO. 57083)

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

MINUTES

Bureau of Purchases - Acceptance of Technical Proposals,
Opening of Price Proposals, and
Return of Unaccepted Proposal

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the technical Proposals for Solicitation B50002024, Install and Maintain CCTV Cameras in Northeast District from the following bidders who achieved the minimum technical score, and open their envelope B containing the price and Minority and Women's Business Enterprise submittals:

Tele-Tector of Maryland, Inc.
M.C. Dean, Inc.

The Board is further requested to return unopened the envelope B price and M/WBE submittals for the following proposal which did not achieve the minimum score:

Electronic Technology Associates, LLC

BACKGROUND/EXPLANATION:

Vendors were solicited by posting on CitiBuy and advertising in local newspapers. The three technical proposals received were opened on August 31, 2011. The technical proposals were reviewed by the Evaluation Review Committee and it was determined that two of the three proposals met the minimum technical requirements.

A LETTER OF PROTEST HAS BEEN RECEIVED FROM ELETRONIC TECHNOLOGY ASSOCIATES.

President: "There is one protest on the non-routine agenda found on Page 40, Solicitation B50002042. Will the protestants please come forward? Good morning."

Mr. Joe Mazza: "Good morning, I am Joe Mazza City Purchasing Agent, and the Board is requested to accept the technical proposals for Solicitation B50002024 which is to Install and

MINUTES

Maintain Closed Circuit TV Camera's in the Northeast District from the two bidders who met the minimum technical score and to return the price package for the bidder who did not."

President: "You have to state your name."

Ms. Sheena Smith: "Honorable President and members of the Board, my name is Sheena Smith. I am representing Electronic Technology Associates today. Our basis of our protest has been influenced by several factors including specifics within the general terms and conditions in regards to notification and regards to unfair competitive advantage and in regard to optimum solution. We feel as though that one of the bidders that were recommended is currently and presently servicing the City on a CCTV project and we believe that our infrastructure approach is a futuristic approach which will allow the system to be implemented furthermore in the future. And that we ask that the Board hold our pricing proposal and possibly revisit the evaluations determined in regards to our proposal submitted."

Mr. Mazza: "The Bureau of Purchases would request that we move forward with this award. There is no prohibition from a company currently doing business with the City on one contract, from bidding on bidding on another contract."

MINUTES

City Solicitor: "Could you just identify for us briefly and for the record the composition of the technical scoring evaluation team?"

Mr. Mazza: "Yes. The Technical Score Evaluation Team was made up of a representative for the Mayor's Office on Criminal Justice. A representative for the Police Department and two representatives from the Mayor's Office of Information Technology. They scored the technical and two of the vendors scored well above the threshold and one well below that threshold, and while I am sure that the protestor does have a good company and a good system, and in their judgment probably the best one. However, in the judgment of the Evaluation Committee that was not the case."

City Solicitor: "And in the ordinary course that the protestor makes reference to an anticipated debriefing on you know when the process is concluded which is when it ordinarily takes place, would that debriefing as it has been requested take place so that the protestant here, the protestant who does not get the ultimate award, is fully - - has a full opportunity to sit down and understand why the low technical rating?"

Mr. Mazza: "Yes sir."

Ms. Smith: "In addition, we also believe that we do offer not only a fair competitive product or one that can be easily

MINUTES

implemented. But, we also offer a possible lower score and we notice that was one of the terms stated within the conditions of the lowest bidder. So that is something that we would also like to have considered today as well in regards to our technical proposal."

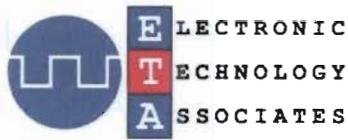
City Solicitor: "I understand, but we set up these RFP's with the Evaluation Committees and carefully thought out composition and scoring system, and you know, I think we tend to regulate and if not invariably defer those judgments exercised by members of the Evaluation Team. I would MOVE approval of the recommendation of the Bureau of Purchases and deny the protest."

Mr. Smith: "Thank you."

President: "All those in favor say AYE. All opposed NAY. The Motion carries."

Ms. Smith: "Thank you."

* * * * *



October 11, 2011

Board of Estimates
c/o Clerk to the Board of Estimates
Office of the Comptroller
Room 204 City Hall
100 N. Holliday St
Baltimore, MD 21202

Re: ***Protest of Board of Estimates Agenda – October 12, 2011***
Solicitation B50002024
City Agency – The Mayor’s Office on Criminal Justice
Bureau of Purchases Buyer - Kyle Parry

Dear Honorable President and Members of the Board of Estimates:

Electronic Technology Associates (“ETA”), one of three bidders which submitted responses to the above mentioned solicitation, would like to thank the Board for the time and consideration taken to review our concerns. Please accept this as formal notification to Protest the City Purchasing Agent’s recommendation of award with regards to Solicitation B50002024.

The basis of this Protest has been influenced by several factors. Specifically, segments outlined within the “***General Conditions of Bid, Proposal, and Contract***” were not upheld on behalf of the City and its Agent(s).

Section GC43.A:

“On the Friday preceding the Wednesday the Board will consider an award, the Bureau of Purchases will make every effort to inform bidders of the pending Board action via email, using the address the bidder provided with the bid.”

Section GC20:

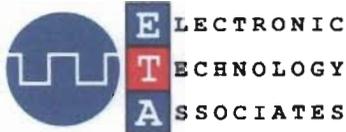
“Bidders will be notified by the Bureau of Purchases of the expected date that an award will be considered buy the Board of Estimates.

Concern: This action item was not executed on behalf of the City. ETA was not notified as prescribed within the Solicitation. ETA is concerned with the lack of notification procedure(s) with relation to the bidders and General Terms and Conditions. There was no communication received throughout the entire bidding process.

Section GC6:

“To better insure fair competition and to permit a determination of the lowest responsive and responsible Offeror, proposals may be rejected if they show any irregularities, conditions, non-conformities, or bids obviously unbalanced.

Concern: Fair Competition and determination of the lowest responsive bid has not been assured due to decisions to not consider the Financial Proposal, as submitted. ETA is assured



that its infrastructure in response to the Solicitation is free of any irregularities, conditions and non-conformities.

Section GC7:

“By executing this contract, the Offeror asserts that it has not engaged in any practice or entered into any past or ongoing contract that would be considered a conflict of interest with the instant contract. Offeror agrees to refrain from entering into all such practices or contracts during the term of this instant contract (and any extensions thereto), including any agreements and/or practices that could give rise to even the appearance of a conflict of interest.”

Concern: The Board of Estimates has a posted Agenda item which details the granted extension of contract for one of the recommended bidders (TeleTector) for an active CCTV contract. Their past and current involvement with MOCJ was highlighted several times within its proposal providing reference points to its current relationship with the City and its Agents. Its industry specific services to the City are easily construed as a monopoly within the industry and that a fair and competitive advantage has not been assured nor provided by the City.

In consideration of, but not limited to, the above mentioned concerns and notwithstanding the Agenda published Tuesday, October 11, 2011, **we respectfully request:**

- 1) Consideration of the Board to retain ETA’s “Envelope B - Financial Proposal” until the organization has been debriefed, as contemplated by the Solicitation, regarding the recommendation, as outlined within **Section GC42** of the “*General Conditions of Bid, Proposal, and Contract*”
- 2) Consideration of the Board to withhold this Agenda item as “pending” until ETA has been debriefed
- 3) Consideration of the Board to evaluate and determine potential breach of “*General Conditions of Bid, Proposal, and Contract*”

Electronic Technology Associates (“ETA”) reserves all rights to communicate its concerns regarding this matter.

Again, we would like to thank you for the time and consideration taken to review our concerns.

Sincerely,

Electronics Technology Associates
300 East Lombard Street, Suite 840
(410) 814-7666
www.electronicta.com

ETA/sjs

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:

3407 - 3410

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

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

The Comptroller **ABSTAINED** on Item Nos. 1, 3, and 7.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Department of General Services

1. PB 11811, Former Potts & Callahan, Inc. \$ 330,724.00
Ainsworth Paint
Factory

MBE: Page Technologies, Inc.	\$58,700.00	17.75%
L&J Waste Recycling, LLC	25,000.00	7.56%
Cotten Construction Co.	6,200.00	1.87%
	<u>\$89,900.00</u>	<u>27.18%</u>

WBE: Morgan Construction Services, Inc.	\$20,000.00	6.05%*
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MWBOO FOUND VENDOR IN COMPLIANCE.

*Morgan Construction Services, Inc. is not in good standing with the Maryland Department of Assessment and Taxation. The contractor will be allowed to substitute an approved WBE if Morgan Construction Services, Inc. is not in good standing at the time of award.

Bureau of Purchases

2. B50001979, Main- 1st Call
tenance, Parts Marcon Engineering \$2,250,000.00
& Repairs for Services, Inc.
Fire Boats
- 2nd Call
The General Ship 750,000.00
Repair Corp. \$3,000,000.00

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

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

3.	B50001980, Routine	<u>Group A</u>	
	& Preventative	Mid-Atlantic Foundation	\$189,142.00
	Maintenance of	Design & Mfg. Co., Inc.	
	City-Owned		
	Fountains	<u>Group B</u>	
		Field Enterprises, LLC	<u>144,696.00</u>
			<u>\$333,838.00</u>

MWBOO SET GOALS OF 22% MBE AND 7% WBE.

ALL VENDORS WERE FOUND IN NON-COMPLIANCE.

This award is recommended on the condition that the awardees come into compliance within ten days of the award.

Mid-Atlantic Foundation Design & Mfg. Company, Inc.

MBE:	C L McCoy Framing Co., Inc.	\$40,000.00	11.11%
	A M & Son Electric, LLC	10,000.00	2.78% ¹
	HGP, LLC	9,800.00	2.72%
		<u>\$59,800.00</u>	<u>16.61%</u>

WBE: The Fitch Dustdown Co., Inc. (See note below)²

¹A M & Son Electric, LLC is not in good standing with the Maryland Department of Assessment and Taxation.

²Part C: Statement of Intent form for The Fitch Dustdown Co., Inc. does not indicate a Subcontract amount or Sub-contract percentage of total contract.

**Bidder requested a waiver but did not indicate good-faith effort to meet the goals.

Field Enterprises, LLC

MBE:

WBE: M&M Electric Motor Repair, Inc. *(See note below)

*M&M Electric Motor Repair, Inc. is not certified as a WBE with Baltimore City.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

4.	B50002072, Con- tinuous Flow Analyzer Systems/ Continuous Flow Analyzers	Skalar, Inc.	\$ 187,013.00
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MWBOO GRANTED A WAIVER.

5.	B50002091, Inter- active Kiosks	Ionescu Technologies Inc.	\$ 173,325.00
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MWBOO GRANTED A WAIVER.

6.	B50002115, Table Trucks	Advantage Business Interiors, LLC	\$ 70,529.92
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MWBOO GRANTED A WAIVER.

7.	B50002086, Salt for Snow Melting	<u>1st Call, Item 1</u> Eastern Salt Co., Inc.	\$5,000,000.00
		<u>2nd Call, Item 1</u> Cargill Inc., Deicing Technology Business Unit	1,000,000.00
		<u>Item No. 2</u> International Salt Co., LLC	<u>100,000.00</u> \$6,100,000.00

Eastern Salt Co, Inc.

MBE:	Jeffreys Trucking, Inc.	5.00%
WBE:	Valentine Transportation	2.00%

Cargill, Inc., Deicing Technology Business Unit

MBE:	Load Runner Trucking, Inc.	5.00%
WBE:	McCall Trucking, Inc.	2.00%

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases - cont'dInternational Salt Co., Inc.

MBE: L & J Construction Services, Inc. 5.00%
WBE: Morgan Construction Services 2.00%

MWBOO FOUND VENDORS IN COMPLIANCE.

8. B50002090, Caterpillar Maintenance & Repair

REJECTION - Vendors were solicited by posting on CitiBuy and in local newspapers. The two bids received were opened on September 21, 2011. One bid was rejected for bid bond irregularities, and the other was found to be non-responsive.

MINUTESDepartment of Recreation and Parks - Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Mahan Rykiel Associates, Inc., for Project No. 1165, On-Call Landscape Architectural Design Services. The period of agreement is effective upon Board approval for 36 months or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$750,000.00 - Upset Limit

BACKGROUND/EXPLANATION:

The Consultant will provide landscape architectural design services for renovation and improvements of various City Parks and Playgrounds.

MBE/WBE PARTICIPATION:

MBE:	Sidhu Associates		0-13%
	Sabra Wang & Associates, Inc.		0-13%
	NMP Engineering, Inc.		0-13%
	EBA Engineering, Inc.		0-13%
	(in the aggregate) \$97,500.00		<u>13%</u>
WBE:	Carroll Engineering, Inc.	\$75,000.00	10%

MWBOO FOUND VENDOR IN COMPLIANCE.**AUDITS NOTED THIS ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Mahan Rykiel Associates, Inc., for Project No. 1165, On-Call Landscape Architectural Design Services.

MINUTES

Department of Recreation and Parks - TRANSFER OF LIFE-TO-DATE
SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Clair Bush.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

<u>NAMES</u>	<u>DAYS</u>
Gwendolyn Chambers	2
Jade Beasley	2
Leslie Murphy	2
Robert Wall	2
Rebecca Rich	2
Haviz Adeojo	1
Darlene Cook	2
William Sullivan	1
Francesca Spero	1
Susan Williams	1
Margaret Jackson	1
Mary Gardner	1
Donald Lowry	1
Ed Roesinger	1
A. Diana Wilkins	1
Patrice Jackson	1
Menaksha Rice Jenkins	1
Corinne Parks	1
Lloyd Tydings	1
Carolyn Newton	1
Terri Fulp	1
Marie Green	1
Melvin Vines	1
Mark Burke	1
Total	30

APPROVED FOR FUNDS BY FINANCE

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

MINUTESDepartment of Recreation and Parks - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Clair Bush.

MINUTES**TRAVEL REQUEST**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Bureau of Water and Wastewater</u>			
1. Art Shapiro	WEFTEC 2011 Annual Technical Conf. & Exhibition Los Angeles, CA Oct. 15, - 20, 2011 (Reg. Fee \$1,100.00)	Water Utility Fund	\$2,608.10

TRAVEL APPROVAL/TRAVEL REIMBURSEMENTDepartment of Planning

2. Jill Lemke	Economic Dev. Analysis Workshop Tampa, FL July 20 - 22, 2011 (Reg. Fee \$725.00)	UPWP	\$1,457.62
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In June, 2011 Ms. Lemke received permission from the Planning Department to attend the IEDC Training in Tampa, FL as the last class in her professional certification program, as part of her role as economic development planner and liaison to the Economic Development Administration (EDA). This course, was a required course for certification, but was not being offered locally in the next year. The Department frequently seeks funding support from grantors and having staff who are certified demonstrates the Departments ability to manage grants.

When Ms. Lemke requested Departmental approval of her travel she was informed that the Department could only reimburse her for the cost of the workshop (\$725.00) under the EDA grant, and she could not be reimbursed for other travel-related expenses. Since the cost of the workshop was under the limit requiring Board approval, prior permission from the Board was not sought.

MINUTES

TRAVEL APPROVAL/TRAVEL REIMBURSEMENTDepartment of Planning - cont'd

During the process of reviewing financial reporting for the EDA Planning grant used to fund the training, the Department discovered that the travel expenses were legitimate expenses for reimbursement under the grant. As a result, her total expenditures exceeded \$800.00 and therefore Board approval is now being sought. The Department apologizes to the Board for not seeking approval prior to Ms. Lemke's trip and measures are in place to ensure the City's travel policies are followed.

Reimbursement to Ms. Lemke is as follows:

Registration	\$ 725.00
Airfare	406.10
Hotel	184.00
Occup. Taxes	29.67
Meals & Incidental Exp.	82.85
Parking	30.00
	<u>\$1,457.62</u>

The Board, UPON MOTION duly made and seconded, approved the travel request, travel approvals and travel reimbursements.

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. GRAYBAR ELECTRIC
COMPANY, INC. | \$30,000.00 | Only Bid |
| Solicitation No. B50002145 - Controls and Switched/Energy
Circle - Department of General Services - Req. No. R583717 | | |

The period of the award is October 14, 2011 through October 13, 2012 with two 1-year renewal options.

- | | | |
|--|-------------|-----------------|
| 2. UNITED PROPANE | \$24,500.00 | Selected Source |
| Solicitation No. 06000 - Liquid Propane for Cylburn
Greenhouses and Conservatory - Department of Recreation and
Parks - Req. No. R586256 | | |

This contract will be for six months until a City-wide solicitation currently in progress is awarded. This vendor's tanks are already on the property. The period of the award is September 30, 2011 through March 1, 2012.

- | | | |
|---|-------------|---------|
| 3. PLAYGROUND SPECIALISTS, INC. | \$43,920.00 | Low Bid |
| Solicitation No. 07000 - Engineered Wood Fiber - Department of
Recreation and Parks - Req. No. R585981 | | |
| 4. D-S STEEL SUPPLY, LLC | \$ 0.00 | Renewal |
| Solicitation No. B50000766 - Steel Products - Department of
General Services, Fleet Management Division - P.O. No. P505768 | | |

On December 10, 2008, the Board approved the initial award in the amount of \$200,000.00. The award contained two 1-year renewal options. This renewal is for the period December 10, 2011 through December 9, 2012, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

5. LIBERTY DISCOUNT LAWN

EQUIPMENT	\$ 50,000.00	Increase
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Solicitation No. B50000663 - Stihl Landscaping Equipment and Replacement Parts - Department of Transportation - P.O. No. P504520

On October 1, 2008, the Board approved the initial award in the amount of \$50,000.00. The award contained three 1-year renewal options. The final renewal was approved on August 24, 2011. Additional funds are necessary due to an unexpected increase in the use of this contract. This increase in the amount of \$50,000.00 will make the total award amount \$100,000.00.

MWBOO GRANTED A WAIVER.

6. KERSHNER ENVIRONMENTAL

TECHNOLOGIES, INC.	\$ 50,000.00	Increase
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Solicitation No. 08000 - Replacement Parts for Netzsch Pumps - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P516180

On February 9, 2011, the Board approved the initial award in the amount of \$26,103.00. Additional funds are necessary to meet an increased demand for these parts. This increase in the amount of \$50,000.00 will make the total award amount \$76,103.00.

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.

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

7. TELE-TECTOR OF MARYLAND

INC.	\$1,070,000.00	Increase
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Solicitation No. B50001080 - CCTV Maintenance & Platform
Integration - Mayor's Office of Criminal Justice - P.O. No.
P508992

On July 1, 2009, the Board approved the initial award in the amount of \$2,800,000.00. The award contained four 2-year renewal options. The Mayor's Office of Criminal Justice has requested the additional funds be used for installation and maintenance of current equipment and expansion of the City's CCTV system in conjunction with the Housing Authority of Baltimore City. This increase in the amount of \$1,070,000.00 makes the award amount \$4,928,863.00.

MBE: Paniagua's Enterprises, Inc. 7%

WBE: Fleet Electric, Inc. 3%

MWBOO FOUND VENDOR IN COMPLIANCE.

8. GEIGER PUMP AND

EQUIPMENT COMPANY	\$ 80,000.00	Correction
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Solicitation No. 08000 - ITT Goulds & ITT Allis Chalmers Pumps
Parts - Department of Public Works, Bureau of Water and
Wastewater - Req. No. R578453

On September 14, 2011, the Bureau of Purchases recommended and the Board approved an award in the amount of \$1,000,000.00. However, due to a clerical error, the amount recommended was incorrect and should have been \$80,000.00. The contract expires on August 13, 2013, with no renewal options. The Board is requested to approve the correction to the amount of the award.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|---|--------------|---------|
| 9. GREENWALD & CO., | | |
| d/b/a ARROW PARKING | \$ 37,812.00 | Renewal |
| Solicitation No. 08000 Parking Agreement - Health Department - P.O. No. P515855 | | |

On December 15, 2010, the Board approved the initial award in the amount of \$28,359.00. Subsequent actions have been approved. This renewal in the amount of \$37,812.00 is for the period October 13, 2011 through October 12, 2012.

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. ASSOCIATED BUILDING | | |
| MAINTENANCE CO., INC. | \$388,032.00 | Renewal |
| Solicitation No. B50001547 - Provide Janitorial Services for Area B - Police Department and Department of General Services - P.O. No. P515603 | | |

On November 24, 2010, the Board approved the initial award in the amount of \$388,032.00. The award contained two 2-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$388,032.00 is for the period November 3, 2011 through November 2, 2013 with one 2-year renewal option remaining.

This is a requirements contract, therefore dollar amounts will vary.

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

MBE: CJ Maintenance 19.78%

WBE: My Cleaning Service 0.00%

MWBOO FOUND VENDOR IN NON-COMPLIANCE. THIS AWARD IS CONTINGENT UPON THE VENDOR COMING INTO COMPLIANCE WITHIN TEN DAYS OF BOARD APPROVAL.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONSVENDOR AMOUNT OF AWARD AWARD BASISBureau of Purchases

	<u>Item Nos.</u>		
11. CHESAPEAKE SYSTEM, LLC	1 & 2	\$10,000.00	
PESCO, LLC	3, 4, 5, 6,	<u>5,000.00</u>	
	7, 8 & 9	\$15,000.00	
			Increase
<u>Solicitation No. B50001445 - Provide Various Submersible Pumps</u>			
<u>- Agencies Various - Req. Nos. Various</u>			

On June 30, 2010, the Board approved the initial award in the amount of \$44,098.00. Due to an increase in usage, additional funds are needed. This increase in the amount of \$15,000.00 will make the total award amount \$59,098.00. The contract expires on June 29, 2012, with one 2-year renewal option remaining.

MWBOO GRANTED A WAIVER.

12. <u>HMO</u>			
UNITED HEALTHCARE		\$11,800,000.00	
INSURANCE COMPANY			
AETNA HEALTH AND		1,700,000.00	
LIFE INSURANCE COMPANY			
KAISER PERMANENTE		<u>10,700,000.00</u>	
INSURANCE COMPANY		\$24,200,000.00	
<u>POS</u>			
UNITED HEALTHCARE		\$39,000,000.00	
INSURANCE COMPANY			
AETNA HEALTH AND		<u>1,300,000.00</u>	
LIFE INSURANCE COMPANY		\$40,300,000.00	
		\$64,500,000.00	Renewal
<u>Solicitation No. B50000452 - Health Maintenance Organization</u>			
<u>(HMO) and Point of Service (POS) for Baltimore City</u>			
<u>Employees/Retirees and Dependents</u>			

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases - cont'd

On August 6, 2008, the Board approved the initial award to United HealthCare Insurance Company and Kaiser Permanente Insurance Company. On December 10, 2008, the Board approved an additional award to Aetna Health and Life Insurance Company. On November 04, 2009, the Board approved the second year of funding, and the first renewal on November 03, 2010. The Board is requested to approve a renewal covering the period of January 01, 2012 through December 31, 2012 with a one-year renewal option remaining.

This is a requirements contract therefore dollar amounts will vary.

MBE/WBE PARTICIPATION:Health Maintenance Organization1. UNITED HEALTHCARE INSURANCE COMPANY

MBE: Time Printers, Inc.	14.00%
WBE: Camera Ready, Inc.	3.00%
CC Press.Net, Inc.	1.00%
Mary Kraft & Associates, Inc.	1.00%

MWBOO FOUND VENDOR IN COMPLIANCE2. AETNA HEALTH AND LIFE INSURANCE COMPANY

MBE: Time Printers, Inc.	9.40%
CASI, LLC	2.10%
JUL Enterprises	2.50%
WBE: Distinctive Promotions, LLC	0.90%
Advanced Benefit Solutions	4.10%

MWBOO FOUND VENDOR IN COMPLIANCE

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases - cont'd

3. KAISER PERMANENTE INSURANCE COMPANY

MBE: Walker Benefit Services, Inc.	14.00%
WBE: Dana Insurance Services, Inc.	2.50%
Optimal Health Quest, Inc.	2.50%
Sahara Communications, Inc.	0.00%
CC Press.Net, Inc.	0.00%

MWBOO FOUND VENDOR IN COMPLIANCEPoint of Service1. UNITED HEALTH CARE INSURANCE COMPANY

MBE: Time Printers, Inc.	14.00%
WBE: Camera Ready, Inc.	3.00%
CC Press.Net, Inc.	1.00%
Mary Kraft & Associates, Inc.	1.00%

MWBOO FOUND VENDOR IN COMPLIANCE2. AETNA HEALTH AND LIFE INSURANCE COMPANY

MBE: Time Printers, Inc.	9.40%
CASI, LLC	2.10%
JUL Enterprises	2.50%
WBE: Distinctive Promotions, LLC	0.90%
Advanced Benefit Solutions	4.10%

MWBOO FOUND VENDOR IN COMPLIANCE

MBE/WBE goals are applied separately against the HMO and POS Administrative Retention Fees. Time Printers, Inc. and Optimal Health Quest, Inc. continued service is contingent upon compliance with Maryland Department of Assessments and Taxation.

(FILE NO. 57084)

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases - cont'd

13. AMERICAN EUROCOPTER CORPORATION No additional funds Funding Source
 Solicitation No. 08000 - Police Helicopters - Police Department
 - Req. No. R582609

On September 21, 2011, the Board approved the purchase of four police helicopters from the vendor in the amount of \$9,498,454.00. Although discussed at the Board meeting, the source of funding was not included in the request letter submitted by the Bureau of Purchases. The Board is requested to approve the funding for the period September 21, 2011 through September 20, 2012, as follows:

<u>Amount</u>	<u>Source</u>
\$1,000,000.00	Police Department Asset Forfeiture Funds
\$2,000,000.00	General Funds
\$6,498,454.00	City's Master Lease through the Bureau of Treasury Management

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

(FILE NO. 57249)

Department of General Services

14. G. KRUG & SON, INC. \$52,929.00 Low Bid
 IC 549 - Washington Monument Fence Restoration Project at 699
 Washington Place - Department of General Services

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases - cont'd

- | | | |
|--|-------------|---------|
| 15. KC COMPANY, INC. | \$56,676.00 | Low Bid |
| IC 548 - Broken Window Replacements Project at The Howard P. Rawlings Conservatory | | |

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

THE TRANSFER OF FUNDS WAS APPROVED BY THE BOARD ON SEPTEMBER 28, 2011.

UPON MOTION duly made and seconded, the Board approved the foregoing informal awards and increases and Extensions to Contracts. The Mayor **ABSTAINED** on Item No. 15. The President **ABSTAINED** on Items No. 1, 6, 7, and 8. The Comptroller **ABSTAINED** on Item No. 12.

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. 009 to Johnson, Mirmiran & Thompson, Inc., under Project No. 1077J, On-Call Consultant Services Improvements to Primary Settling Tank No. 11 and Grit Tank No. 3 at Backriver Wastewater Treatment Plant.

AMOUNT OF MONEY AND SOURCE:

\$ 71,306.84 - Baltimore City
71,306.83 - Baltimore County
\$142,613.67 - 9956-905545-9551-900020-703032

BACKGROUND/EXPLANATION:

Under this task, the consultant will perform engineering services to replace the existing clarifier drive system and associated parts serving Primary Settling Tank No. 11 and Grit Tank No. 3. The duration of this task is nine months. The original agreement will expire on September 3, 2014.

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. 009 to Johnson, Mirmiran & Thompson, Inc., under Project No. 1077J, On-Call Consultant Services Improvements to Primary Settling Tank No. 11 and Grit Tank No. 3 at Backriver Wastewater Treatment Plant. 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. 11 to Rummel, Klepper & Kahl, LLP, under Project No. 1120R, On-Call S.C. 829, Inspection Services.

AMOUNT OF MONEY AND SOURCE:

\$143,073.88 - 9956-904561-9551-900020-705032

BACKGROUND/EXPLANATION:

The consultant will provide inspection services, including resident inspection services on S.C. 870 and S.C. 8526. The current agreement will expire September 1, 2012.

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. 11 to Rummel, Klepper & Kahl, LLP, under Project No. 1120R, On-Call S.C. 829, Inspection Services. The President **ABSTAINED**.

MINUTES

Bureau of Water and Wastewater - Modification No. 2 to
Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of modification no. 2 to memorandum of understanding (MOU) with the Department of Natural Resources (DNR), for Contract No. 14-10-1340 TRF 05. The modification no. 2 to MOU will extend the agreement through September 30, 2012.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANTION:

Under modification no. 2, the DNR will make funds available to the City to construct storm water Best Management Practices (BMP) in Watershed 263 to treat stormwater runoff. The DNR is requesting a no-cost time extension to complete work under this contract.

Watershed 263 is a 930 acre stormdrain drainage area located in the west and southwest portion of Baltimore City. In Watershed 263, stormwater runoff travels through a 43-mile storm drain system before it empties into the mouth of the Gwynns Falls, in the Middle Branch of the Patapsco River before entering the Baltimore Harbor.

The proposed stormwater BMP's consist of surface filtration practices and impervious pavement removal, these BMP's will provide methods of pollutant load reduction while decreasing the amount of stormwater runoff and adding aesthetic value to the

MINUTES

BW&WW - cont'd

surroundings. The City and DNR originally entered into a cost share MOU for Contract No. 14-10-1340 TRF 05 on March 19, 2010. The construction of the BMP's was not completed as initially scheduled due to the following unforeseen circumstances:

1. the project was placed on hold due to contract issues with the design consultant,
2. site access coordination, and
3. staff capacity to perform stormwater management and erosion and sediment control plan reviews.

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the modification no. 2 to memorandum of understanding (MOU) with the Department of Natural Resources, for Contract No. 14-10-1340 TRF 05. The President **ABSTAINED**.

MINUTES

Bureau of Water and Wastewater (BW&WW) - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with the Maryland Department of the Environment (MDE), for Biological & Enhanced Nutrient Removal/Enhanced Nutrient Removal (BNR/ENR) facilities at the Back River Wastewater Treatment Plant (BRWWTP) SC 877 Project-1 SC 882. The grant agreement is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

S.C. 877 - 100% funded by the MDE
S.C. 882 - 38.61% funded by the MDE,
30.695% Baltimore County and
30.695% City Wastewater Revenue Bonds

BACKGROUND/EXPLANATION:

To help achieve Maryland's nutrient loads for the Chesapeake Bay, the MDE is providing financial assistance to undertake planning, design, and construction of BNR/ENR facilities at the BRWWTP.

Under the Bay Restoration Fund Act, the goals of annual average nutrient discharge in the BRWWTP effluent are set forth at 3mg/l for a total Nitrogen and 0.3 mg/l for total Phosphorus.

The Bureau will design and construct the new BNR/ENR facilities and ENR modifications to achieve these goals for the BRWWTP effluent quality.

The MDE will provide grant assistance at 100 percent of the total project costs for the first project, S.C. 877, Enhanced Nutrient Removal Process at BRWWTP. For the second Project, S.C. 882, Activated Plant 4 for ENR at BRWWTP the MDE will provide grant assistance at 38.61 percent, and the remainder of the project cost will be split between Baltimore County at 30.695 percent and City Wastewater Revenue Bonds at 30.695 percent.

MINUTES

BW&WW - cont'd

MBE/WBE PARTICIPATION:

All consultant and construction contracts will comply with Baltimore City Code, Article 5, Subtitle 28.

NOTED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreement with the Maryland Department of the Environment, for Biological & Enhanced Nutrient Removal/Enhanced Nutrient Removal facilities at the Back River Wastewater Treatment Plant SC 877 Project-1 SC 882. The President **ABSTAINED**.

MINUTES

Bureau of Water and Wastewater - Employee Expense Report

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense report for Mr. Demitrios Frankos for the month of May 2011.

AMOUNT OF MONEY AND SOURCE:

\$100.00 - 2070-000000-55001-399600-603020

BACKGROUND/EXPLANATION:

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

The employee expense was for the renewal of Mr. Frankos' environmental sanitarian license. The request is late because the employee experienced a delay in obtaining a copy of a cancelled check from his financial institution.

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

UPON MOTION duly made and seconded, the Board approved the expense report for Mr. Demitrios Frankos for the month of May 2011. The President **ABSTAINED**.

MINUTES

Bureau of Water and Wastewater - Employee Expense Report

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense report for Mr. Edward Pysk for the month of May 2011.

AMOUNT OF MONEY AND SOURCE:

\$100.00 - 2070-000000-55001-399600-603020

BACKGROUND/EXPLANATION:

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

The employee expense was for the renewal of Mr. Pysk's environmental sanitarian license. The request is late because the employee experienced a delay in obtaining a copy of a cancelled check from his financial institution.

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

UPON MOTION duly made and seconded, the Board approved the expense report for Mr. Edward Pysk for the month of May 2011.

The President **ABSTAINED**.

MINUTES

Bureau of Water and Wastewater - Employee Expense Report

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense report for Mr. Mark Courtney for the month of April 2011.

AMOUNT OF MONEY AND SOURCE:

\$100.00 - 2070-000000-55001-399600-603020

BACKGROUND/EXPLANATION:

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

The employee expense was for the renewal of Mr. Courtney's environmental sanitarian license. The request is late because the employee experienced a delay in obtaining a copy of a cancelled check from his financial institution.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expense report for Mr. Mark Courtney for the month of April 2011. The President **ABSTAINED**.

MINUTES

Bureau of Water and Wastewater - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment to agreement with Whitman, Requardt & Associates, for S.C. 791, Eastern Avenue Pumping Station Improvements. The amendment extends the agreement through October 16, 2012 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The original agreement was approved on October 17, 2007, with the duration of four years and will expire on October 17, 2011.

The time extension from October 17, 2011 through October 16, 2012 is requested for the Consultant to continue on the remaining post award engineering services.

The Consultant has been approved by the Office of Boards and Commissions and Architectural and Engineering Awards Commission.

APPROVED FOR FUNDS BY FINANCE**AUDITS NOTED THE NO-COST TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Whitman, Requardt & Associates, for S.C. 791, Eastern Avenue Pumping Station Improvements. The President **ABSTAINED**.

MINUTES

Office of the State's Attorney - Disbursement of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a disbursement of funds to the Baltimore Child Abuse Center (BCAC). The disbursement of funds is for the period July 1, 2011 to June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 1001-000000-1151-117900-603026

BACKGROUND/EXPLANATION:

The mission of the BCAC is to provide comprehensive interviews, medical treatment, referrals and crisis counseling services to all reported victims of child sexual abuse in Baltimore, and their non-offending caretakers. The goal of the services is the prevention of future sexual child abuse.

The operational expenses which these funds will cover relate to the administration of the BCAC, support for forensic interviews and medical examinations, and victim advocacy for the over 850 children expected to be seen in this fiscal year.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the disbursement of funds to the Baltimore Child Abuse Center.

MINUTES

Department of General - Amendment No. 2 to On-Call Agreement
Services (DGS)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment no. 2 to on-call agreement with Buchart Horn, Inc. for Project No. 1098B. This amendment no. 2 to on-call agreement will extend the period of the agreement from two years to three years.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - accounts will be identified as tasks are processed

BACKGROUND/EXPLANATION:

On December 23, 2009 the Board approved the original agreement for a two year period with an upset limit of \$750,000.00. On March 9, 2011 the Board approved amendment no. 1 which increased the upset limit to \$1,000,000.00. Due to extra work that needs to be assigned to Buchart Horn, Inc., an increase in funds and in the length of the agreement is necessary. The increase in funds will make the upset limit \$2,000,000.00.

AUDITS NOTED THE INCREASE IN THE UPSET LIMIT AND 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. 2 to on-call agreement with Buchart Horn, Inc. for Project No. 1098B.

MINUTESDepartment of General Services - Minor Privilege Permit Application

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 1800 Johnson Street	The Jacobus Ten Broek Memorial Fund	Service connection one 3" conduit @ 60'

Annual Charge: \$210.00

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

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

MINUTES

Department of General - Expenditure of Funds
Services (DGS)

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay the 68th Street Dump Site Coalition.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - 9916-902830-9197-900000-703032
City Share

BACKGROUND/EXPLANATION:

On March 31, 2004 the Board approved an agreement with other responsible parties (the Coalition) to conduct and pay monetary assessments to fund the investigation and clean-up of the 68th Street Dump Site. The Coalition is comprised of property owners as well as contributors of waste deposited at the site, and was established to streamline the work, and minimize design, construction, legal and other costs to each member.

Members of the Coalition are funding the work, which is required by the United States Environmental Protection Agency (EPA), on an equal-share basis until a mediation firm can determine the exact costs that should be allocated to each Coalition member. The payment will fund additional work required by the EPA to be performed by the Coalition's technical consultant, Environmental Resources Management.

This project is being managed through a joint effort by the Department of General Services and the Department of Law.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(FILE NO. 56148)

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay the 68th Street Dump Site Coalition.

MINUTESDepartment of General Services - Task Assignment**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 001 to Cole Roofing Company, Inc. under Project No. PB 10867, Firehouse Roofs-Phase II, Engine 14 and Engine 20.

AMOUNT OF MONEY AND SOURCE:

\$181,790.00 - 9916-902826-9197-900000-706063

BACKGROUND/EXPLANATION:

The Department of General Services sought prices from multiple Indefinite Quality Contract roofing contractors to perform work under the Firehouse Roofs, Phase II Project. Cole Roofing Co., Inc. was selected at its low price to perform the work and complete project task assignment 001 for two fire stations; Engine 14 and Engine 20 that includes replacement and related work in accordance with the plans and specifications.

APPROVED FOR FUNDS BY FINANCE

MBE/WBE: Ironshore Contracting, Inc.	\$20,451.47
G.E. Frisco Lumber Co., Inc.	20,451.47
Warwick Supply & Equipment	13,634.31
Abby Enterprises, LLC	4,544.77

MWBOO FOUND VENDOR IN COMPLIANCE**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the assignment of Task No. 001 to Cole Roofing Company, Inc. under Project No. PB 10867, Firehouse Roofs-Phase II, Engine 14 and Engine 20.

MINUTES

Department of General Services - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve task assignment no. 11, to Warwick Supply and Equipment, Co., Inc. for Project No. 07306 Structural Repair at Arena Parking Garage.

AMOUNT OF MONEY AND SOURCE:

\$175,175.00 - 2075-000000-5800-408500-603016

BACKGROUND/EXPLANATION:

On January 14, 2009, the Board approved the initial agreement with Warwick Supply and Equipment Co., Inc. The Department of General Services sought prices from multiple Indefinite Quantity Contractors to perform the Emergency Structural Repair at the Arena Parking Garage and Warwick Supply and Contracting, Inc. was selected at its low price to perform this work that includes concrete repairs, Fluid-Applied Traffic Coating, Joint Sealants and Expansion Joints and Pavement markings and other related work to complete this project task in accordance with all the plans and specifications.

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

UPON MOTION duly made and seconded, the Board approved task assignment no. 11, to Warwick Supply and Equipment, Co., Inc. for Project No. 07306 Structural Repair at Arena Parking Garage.

MINUTESDepartment of General Services - Task Assignment**ACTION REQUESTED OF B/E:**

The Board is requested to approve task assignment no. 002, to Citiroof Corporation for Project No. PB 10867, Firehouse Roofs - Phase II, Engine 31, 56, and 2.

AMOUNT OF MONEY AND SOURCE:

\$203,000.00 - 9916-902826-9197-900000-706063
 28,250.00 - 9920-903200-9208-000006-706063
\$231,250.00

BACKGROUND/EXPLANATION:

On July 13, 2011, the Board approved the Indefinite Quantity Contract (IQC) and based on the terms of the IQC the Department sought prices from multiple IQC Roofing Contractors to perform the work on the five Fire House Roofs - Phase II Project. CitiRoof Corporation was selected at its low price to perform the work and complete this project task assignment at three fire stations; Engine 31, Engine 56, and Engine 2. The work includes the roof replacement and all related work, all in accordance with the plans and specifications.

MBE/WBE: Boyd Contracting, Inc.	\$11,562.50
Couser Supply, Inc.	23,125.00

MWBOO FOUND VENDOR IN COMPLIANCE**APPROVED FOR FUNDS BY FINANCE****AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved task assignment no. 002, to Citiroof Corporation for Project No. PB 10867, Firehouse Roofs - Phase II, Engine 31, 56, and 2.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

3443 -3444

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

MINUTES**PERSONNEL**Department of Housing and Community Development1. Create the following position:

10172 - Division Chief II
 Grade 952 (\$62,700.00 - \$90,900.00)
 Job No. to be assigned by BBMR

Cost: \$85,646.00 - 5000-51812-5825-608400-601001

Department of Finance

	<u>Hourly Rate</u>	<u>Amount</u>
2. THOMAS T. KALLIO	\$58.00	\$52,200.00

Account: 2043-000000-1531-170100-603018

Mr. Kallio will continue to work as an Industrial Hygienist Consultant in the Office of Risk Management Division of Safety within the Department of Finance. He will be responsible for conducting field health hazard evaluations to assess work conditions and illness reports for health implication and preparing written reports of findings and recommendations. He will also assist the Industrial Hygiene Unit in the preparations of reports of inspections and investigators and provide technical assistance to field staff. The period of the agreement is effective upon Board approval for one-year.

3. ROBERT S. FOLDERAUER	\$17.17	\$17,667.00
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Account: 1001-000000-1480-166400-601009

Mr. Folderauer, a retiree, will continue to work as a City License Inspector. His duties will include but are not limited to conducting on-site inspections of gas stations, pawnbrokers, open-air garages, massage parlors, theaters, skating rinks, bars, club restaurants, movie houses, and amusement arcades. The period of the agreement is effective upon Board approval for one-year.

THE DEPARTMENT OF FINANCE IS REQUESTING A WAIVER OF THE HOURLY RATE AS OUTLINED IN THE AM 212-1, PART 1 OF THE ADMINISTRATIVE MANUAL.

MINUTES**PERSONNEL**Department of Transportation4. Create the following three positions:

- a. 41619 - Special Traffic Enforcement Supervisor II
Grade 087 (\$37,407.00 - \$45,218.00)
One position
Job No. to be assigned by BBMR

- b. 41618 - Special Traffic Enforcement Supervisor I
Grade 084 (\$33,510.00 - \$39,994.00)
Two positions
Job No. to be assigned by BBMR

Costs: \$149,165.00 - 1001-000000-2391-384500-601001

MINUTES**CITY COUNCIL BILLS:**

1. **No. 11-0658** - An Ordinance concerning Traffic Mitigation - Establishing Traffic - Mitigation Zones for the purpose of modifying the requirements for certain development projects to mitigate their impacts on City traffic; requiring the Department of Transportation to review certain development projects; defining certain terms; designating certain areas to be Traffic-Mitigation Zones; providing for payments in lieu of Traffic-Mitigation studies; establishing how these payments are to be calculated; creating certain exceptions; authorizing certain traffic-mitigation projects; and generally relating to the requirements and procedures for building and zoning code permits and authorizations.

The Department of Law approved City Council Bill 10-0658 as to form and legal sufficiency.

The Department of Housing and Community Development does not take a position at this time.

The Environmental Control Board defers to the core agencies.

The Department of Transportation recommended approval of City Council Bill 11-0658, as amended.

ALL OTHER REPORTS RECEIVED WERE FAVORABLE.

MINUTES

City Council Bills - cont'd

2. **No. 11-0681** - An Ordinance concerning Sale of Property - Former Beds of Certain Streets and Alleys Bounded by Reisterstown Road, Rogers Avenue, Gist Avenue, and Hayward Avenue for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale; all its interest in certain parcels of land known as the former beds of certain streets and alleys bounded by Reisterstown Road, Rogers Avenue, Gist Avenue, and Hayward Avenue and no longer needed for public use; and providing for a special effective date.

The Department of General Services and the Department of Real Estate support passage of City Council Bill 11-0681, provided that companion City Council Bills 11-0679 and 11-0680, are approved.

ALL OTHER REPORTS RECEIVED WERE FAVORABLE.

3. **No. 11-0703** - An Ordinance concerning Sale of Property - Air Rights over Orleans Street, 189.30 feet west of Wolfe Street for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in certain parcels of land known as the air rights over Orleans Street, 189.30 feet west of Wolfe Street and no longer needed for public use; and providing for a special effective date.

The Department of General Services supports City Council Bill 11-0703 provided the companion City Council Bill 11-0702 is approved.

ALL OTHER REPORTS RECEIVED WERE FAVORABLE.

MINUTESCity Council Bills - cont'd

4. **No. 11-0713** - An Ordinance concerning Sale of Properties - the Former Beds of a 10-Foot Portion of Foster Avenue and a 7-Foot Portion of Fait Avenue for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in certain properties known as the former beds of (1) a 10-foot portion of Foster Avenue, contiguous to the south side thereof and extending from Oldham Street Westerly 356.0 feet, more or less, and (2) a 7-foot portion of Fait Avenue, contiguous to the north side thereof and extending from Oldham Street Westerly 729.0 feet, more or less, to the CSX Transportation, Inc., Railroad Right of Way and no longer needed for public use; and providing for a special effective date.

The Department of General Services and Department of Real Estate support City Council Bill 11-0713, provided that the closing ordinance, City Council Bill 11-0712 is approved.

ALL OTHER REPORTS RECEIVED WERE FAVORABLE.

5. **No. 11-0757** - An Ordinance concerning Sale of Properties - 411 and 413 North Washington Street for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in certain properties located at 411 and 413 North Washington Street (Ward 06, Section 05, Block 1667, Lots 05 and 06) and no longer needed for public use; and providing for a special effective date.

ALL REPORTS RECEIVED WERE FAVORABLE.

MINUTES

City Council Bills - cont'd

UPON MOTION duly made and seconded, the Board approved bills No. 11-0658, No. 11-0681, No. 11-0703, No. 11-0713, and No. 11-0757 and directed that the bills be returned to the City Council with the recommendation that they also be approved and passed by that Honorable Body. The President **ABSTAINED** on Item Nos. 1-5.

MINUTES

Police Department - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with the Governor's Office of Crime Control and Prevention (GOCCP). The period of the agreement is October 1, 2011 through September 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$85,000.00 - 4000-469912-2021-212600-600000

BACKGROUND/EXPLANATION:

On September 28, 2011, the Board authorized acceptance of the grant award for Baltimore's Domestic Violence Victim/Witness Liaison Program, based on a Letter of Intent to fund released by the GOCCP.

The funds will be used to pay the salary for three full-time Domestic Violence Victim/Witness Liaisons and a Contract Services Specialist One. These individuals will provide a coordinated and structured response to reduce the occurrence of domestic violence in Baltimore City.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreement with the Governor's Office of Crime Control and Prevention.

MINUTES

Department of Public Works - Utility Permit

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a utility permit with the Maryland Transportation Authority. The period of the utility permit is effective upon Board approval through December 31, 2011.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Department is proposing to perform test pitting or other necessary procedures to locate and repair a leak in a 20-inch water main under Hazlewood Avenue near I-95.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the utility permit with the Maryland Transportation Authority.

MINUTES

PROPOSAL AND SPECIFICATIONS

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

1. Department of Transportation - TR 10019, Hopkins Plaza Renovations
BIDS TO BE RECV'D: 11/16/2011
BIDS TO BE OPENED: 11/16/2011

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

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MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

<u>Bureau of Purchases</u>	-	B50002089, Drawbridge Operations BIDS TO BE RECV'D: 11/23/2011 <u>BIDS TO BE OPENED: 11/23/2011</u>
<u>Department of General Services</u>	-	GS 11830, Greyhound Station- Demolition BIDS TO BE RECV'D: 10/26/2011 <u>BIDS TO BE OPENED: 10/26/2011</u>

MINUTES

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

Department of Recreation & Parks - RP 11851, Roofing & Related Work, Carroll Park Recreation Center

Tecta America East LLC
Ruff Roofers, Inc.
J & K Contracting, Inc.

Bureau of Purchases - B50002024, Install & Maintain CCTV Cameras in the Northeast District (PRICE)

M.C. Dean, Inc.
Tele-Tector of Maryland, Inc.

Bureau of Purchases - B50002071, Management of Recreation Centers

John Darrell Brantley Financial Services
Boys and Girls Club of Metro Baltimore
Omega Baltimore
Granny's Place Operated by*
Katrina M. Anderson
Park Heights Renaissance, Inc.
"ROCACP", 32 Env
(4 Bids, 8 Env. Each Bid)
Little Dimples II, Corp.

*UPON FURTHER MOTION, the Board found the bid of *Granny's Place Operated by Katrina M. Anderson **NON-RESPONSIVE** because of the company's failure to submit an entire bid book and bid price as required in the bid instructions.

MINUTES

Bureau of Purchases

- B50002105, Combined services for Weatherization Assistance and Lead Abatement at Low Income Residences
-

Hawkeye Construction, LLC
 Goel Services
 Deveau Construction, LLC
 Coalition to End Childhood
 Lead Poisoning

Bureau of Purchases

- B50002131, Lead Abatement at Low Income Residences
-

Mac-Par Services, Inc.
 John Ware & Son, Inc.**
 Hawkeye Construction, LLC
 UK Construction and Management, LLC
 Goel Services
 Coalition to end Childhood
 Lead Poisoning
 Deveau Construction, LLC**
 Colossal Contractors, Inc.

Bureau of Purchases

- B50002137, Ten Wheel Truck with a Flatbed Crane
-

Altec Industries, Inc.
 DUECO, Inc.
 Beltway International

UPON FURTHER MOTION, the Board found the bids of John Ware & Son, Inc. and Deveau Construction, LLC **IRREGULAR because of the company's failure to proffer the bid guarantee in the form mandated by the City Charter.

MINUTESBureau of Purchases

- B50002139, Emergency
Medical Supplies

Ever Ready First Aid
 Amerisochi Inc.
 All American Poly
 Midwest Medical Supply Co, Inc.
 Bound Tree Medical LLC
 Moore Medical, LLC
 Southeastern Emergency Equipment - NO BID
 Top Safety Products Co.
 Emed Medical Co.
 Whitman Public Safety Group

Bureau of Purchases

- B50002144, Aerial Lift
Truck

DUECO, Inc.
 Chesapeake Ford Truck Sales Inc.***
 Beltway International LLC

***UPON FURTHER MOTION, the Board found the bid of Chesapeake Ford Truck Sales Inc. **NON-RESPONSIVE** because of the company's failure to proffer the bid guarantee in the form mandated by the City Charter.

Bureau of Purchases

- B50002149 Thermoplastic
Pavement Marking Vehicle

M-B Companies, Inc.
 Mark Rite Lines Equipment Company

MINUTES

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There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, October 19, 2011.

JOAN M. PRATT
Secretary