

MINUTES**REGULAR MEETING**

Bernard C. "Jack" Young, President - **ABSENT**
Edward Resinger - Vice President
Stephanie Rawlings-Blake, Mayor - **ABSENT**
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

Pursuant to Article VI, Section 1(c) of the revised City Charter effective July 1, 1996, the Honorable Mayor, Stephanie Rawlings-Blake, in her absence during the meeting, designated Mr. Harry Black, Director of Finance, to represent the Mayor and exercise her power at this Board meeting.

Pursuant to Article VI, Section 1(c) of the revised City Charter effective July 1, 1996, the Honorable President Bernard C. "Jack" Young, President, in his absence during the meeting, designated the Honorable Edward Resinger, Vice President, to represent the President and exercise his power at this Board meeting.

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The meeting was called to order by the Vice President.

MINUTES

Vice President: "I will direct the Board members attention to the memorandum from my office dated May 23, 2012, identifying matters to be considered as routine agenda items, together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a motion to approve all of the items contained on the routine agenda."

City Solicitor: "Move the approval of all items on the routine agenda."

Comptroller: "Second."

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

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to schedule a hearing for the proposed water and sewer rate increases. Notice of the proposed rates will be published as required. A hearing on June 27, 2012, at 9:00 am is suggested.

BACKGROUND/EXPLANATION:

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

Current rates and proposed rate schedules follow:

Baltimore City Water

<u>Quarterly Use Block</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
First 50 units	\$2.933 per unit	\$ 3.197 per unit
Next 450 units	1.804 per unit	1.967 per unit
Over 500 units	1.239 per unit	1.351 per unit

MINUTESDPW/Finance - cont'dBaltimore City Sewer

	<u>Current Rate</u>	<u>Proposed Rate</u>
All units	\$3.944 per unit	\$4.299 per unit

Howard County Water

<u>Wholesale Service</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
	\$1.264 per unit	\$1.378 per unit

Anne Arundel County Water

<u>Quarterly Use Block</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
First 50 units	\$3.089 per unit	\$3.368 per unit
Next 450 units	1.804 per unit	1.967 per unit
Over 500 units	1.239 per unit	1.351 per unit

Carroll County Water

<u>Raw Water</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
	\$.446 per unit	\$.487 per unit

If adopted, the proposed rates will be effective June 28, 2012. Any consumption up to and including June 27, 2012, will be billed at the current rates.

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

	<u>Current Rate</u>	<u>Proposed Rate</u>	<u>Difference</u>
	<u>Quarterly Bill</u>	<u>Quarterly Bill</u>	
Water	\$ 114.40	\$ 124.70	\$ 10.30
Sewer	153.82	167.66	13.84
Total	\$ 268.22	\$ 292.36	\$ 24.14

MINUTES

DPW/Finance - cont'd

The last rate increase was effective May 19, 2011.

A new chart of minimum quarterly charges will be prepared.

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

	<u>Current</u>	<u>Proposed</u>
<u>Miscellaneous Fees</u>		
Abandonment of Water Supply Service		
$\frac{3}{4}$ " Water Service	\$305.00	\$330.00
1" Water Service	\$305.00	\$330.00
1 $\frac{1}{2}$ " Water Service	\$520.00	\$565.00
2" Water Service	\$520.00	\$565.00
Reduce $\frac{3}{4}$ " meter to $\frac{5}{8}$ " meter	\$140.00	\$150.00
Reduce 1" meter to $\frac{3}{4}$ " meter	\$190.00	\$205.00
Reduce 1" meter to $\frac{5}{8}$ " meter	\$190.00	\$205.00
Reduce 2" meter to 1 $\frac{1}{2}$ " meter	\$905.00	\$985.00
Testing of City-owned meter (at owner's request) $\frac{5}{8}$ ", $\frac{3}{4}$ ", 1"	\$ 80.00	\$ 85.00
Private Fire Protection Fee	\$120/Yr.	\$130/Yr.
Turn-off/Turn-on Charges		
$\frac{5}{8}$ " - 1" meters	\$ 75.00	\$ 80.00
1 $\frac{1}{2}$ " - Up	\$120.00	\$130.00
Official Vacancy Fee	\$225.00	\$245.00
Fire Flow Test	\$600.00	\$650.00
Fire Hydrant Permit	\$140.00	\$150.00

If adopted, the miscellaneous water fees will be effective June 28, 2012.

MINUTES

DPW/Finance - cont'd

UPON MOTION duly made and seconded, the Board approved the scheduling of the hearing for the proposed water and sewer rate increases.

Clerk's Note: "Correspondence was received from Ms. Kim Trueheart, which was submitted to the Board members for review. As Ms. Trueheart's does not have a specific interest that is different from that than the general public, the Board will not hear her objections. The correspondence has been sent to the submitting agency to respond directly to Ms. Trueheart.

Kim A. Trueheart

May 23, 2012

Board of Estimates
Attn: Clerk
City Hall, Room 204
100 N. Holliday Street,
Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of Baltimore City, of which I am a member, in good standing.

The following details are provided to initiate this action as required by the Board of Estimates:

1. Whom you represent: Self
2. What the issues are: P. 1-3 Department of Public Works/Department of Finance if approved:
 - a. Fails to provide justification of the proposed increase;
 - b. Demonstrates the need to re-assess the rationale for continuation and benefit of Ordinance 941;
 - c. Ordinance 941 should be repealed as it unjustly burdens citizens for ongoing questionable management and administrative practices within the Department of Public Works.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This onerous burden can only be relieved when sound business practices are implemented in the day-to-day operations of the Department of Public Works which has been the subject of numerous highly public problems with billing, project management and operations.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on May 23, 2012.

If you have any questions regarding this request, please telephone me at (410) 205-5114.

Sincerely,

Kim Trueheart
Citizen

5519 Belleville Ave
Baltimore, MD 21207

AGENDA BOARD OF ESTIMATES 05/23/2012 1 Department of Public Works/ - Scheduling of Public Hearing on Department of Finance Proposed Water and Sewer Rate Increases and Miscellaneous Fee Increases

ACTION REQUESTED OF B/E:

The Board is requested to schedule a hearing for the proposed water and sewer rate increases. Notice of the proposed rates will be published as required. A hearing on June 27, 2012, at 9:00 am is suggested.

BACKGROUND/EXPLANATION:

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DPW/Finance - cont'd

Baltimore City Sewer

	Current Rate	Proposed Rate
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Howard County Water

Wholesale Service	Current Rate	Proposed Rate
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5519 Belleville Ave
Baltimore, MD 21207

Carroll County Water

Raw Water Current Rate Proposed Rate

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DPW/Finance - cont'd

The last rate increase was effective May 19, 2011.

A new chart of minimum quarterly charges will be prepared.

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

	Miscellaneous Fees	
Current	Proposed	
Abandonment of Water Supply Service		
¾" Water Service	\$305.00	\$330.00
1" Water Service	\$305.00	\$330.00
1 ½" Water Service	\$520.00	\$565.00
2" Water Service	\$520.00	\$565.00
Reduce ¾" meter to 5/8" meter	\$140.00	\$150.00
Reduce 1" meter to ¾" meter	\$190.00	\$205.00
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Reduce 2" meter to 1 ½" meter	\$905.00	\$985.00
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Private Fire Protection Fee	\$120/Yr.	\$130/Yr.
Turn-off/Turn-on Charges		
5/8" - 1" meters	\$ 75.00	\$ 80.00
1 ½" - Up	\$120.00	\$130.00

5519 Belleville Ave
Baltimore, MD 21207

Official Vacancy Fee	\$225.00	\$245.00
Fire Flow Test	\$600.00	\$650.00
Fire Hydrant Permit	\$140.00	\$150.00

If adopted, the miscellaneous water fees will be effective June 28, 2012.

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

Department of Public Works/ - Utility Permit Agreements
Bureau of Water and Wastewater

The Board is requested to approve and authorize execution of the utility permit agreements with the Maryland Transportation Authority (MdTA).

The MdTA has issued to the City permits which will allow the City contractors to perform various tasks at no cost under the indicated projects.

<u>Project</u>	<u>Permit No. MdTA</u>	
1. McCOMAS STREET PUMPING STATION REHABILITATION/SC-888	01208C-FMT	\$0

The City contractor will perform upgrades to the McComas Street Pumping Station. These upgrades include pump replacement, instrumentation upgrade, installation of a new 10" force main, known as Sanitary Contract No. SC 888. This permit will allow the contractor to access I-95 property to perform the work specified in the contract. The agreement is effective upon Board approval through June 1, 2013.

2. VALVE REPLACEMENT, ABINGDON TO ABERDEEN AT INTERSTATE 95/ WC-1197R	01204N-JFK	\$0
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The City contractor will replace valves and vents associated with the 108" water main leading from the Susquehanna River to the Montebello Filtration Plant, known as WC No. 1197R. These valves and vents can only be accessed from I-95 property. This permit will allow the contractor to access I-95 property to perform the work specified in the contract. The agreement is effective upon Board approval through April 1, 2013.

MINUTES

DPW/BW&WW - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the utility permit agreements with the Maryland Transportation Authority (MdTA). The Honorable Vice President Edward Reisinger, acting on behalf of the Honorable President Bernard C. "Jack" Young, **ABSTAINED.**

MINUTES

Department of Finance - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Government Finance Officers Association (GFOA). The agreement is effective upon Board approval until all services are performed and paid for by the City.

AMOUNT OF MONEY AND SOURCE:

\$10,800.00 - 1001-000000-1411-160400-603020

BACKGROUND/EXPLANATION:

The Bureau of Budget and Management Research has partnered with the GFOA to conduct a customized two-day Cost Analysis and Activity Based Costing seminar for the City on June 19-20, 2012. The seminar will present fundamental concepts and practices in service costing as well as leading edge topics such as the applicability of activity based costing and costing technology in government agencies. Forty employees from various City agencies will participate in the seminar.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the Government Finance Officers Association.

MINUTES

Department of Finance - Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment no. 1 to agreement with The Segal Company (Eastern States), Inc. The amendment extends the period of the agreement through December 31, 2012.

AMOUNT OF MONEY AND SOURCE:

\$125,000.00 - 1001-000000-1220-146000-603026

BACKGROUND/EXPLANATION:

Pursuant to Ordinance 10-306, Section 4, requiring the Taxation, Finance & Economic Development Committee to have hearings on the feasibility of alternatives to establish a new pension benefit structure for new hires eligible to participate in the Fire and Police Employees' Retirement System (F&P), the City retained the Segal Company, Inc. to undertake the investigation and analysis of alternative pension benefits for new hires.

The Segal Company, Inc. entered into an initial agreement with the City on May 24, 2011 in the amount of \$144,000.000. The Segal Company, Inc. has met with and received feedback from various stakeholders, including but not limited to: the Finance Department, the F&P System administration, the F&P Board of Trustees, the F&P actuary, City Council members, and members of the Administration, F&P union leadership, rank and file members of the F&P unions, and individuals responsible for compiling the GBC report on the F&P.

Through this amendment, the City is further engaging the consultant to explore additional total compensation options, as well as additional actuarial services, including determination of the cost of alternative pension benefit options for new hires. As part of this request, funding will be reserved for the City Council to explore options after the consultant presents recommended pension benefit alternatives for new hires,

MINUTES

Department of Finance - cont'd

should the Council choose. This amendment makes the total contract amount \$269,000.00.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment no. 1 to agreement with The Segal Company, Inc. The Honorable Vice President Edward Reisinger, acting on behalf of the Honorable President Bernard C. "Jack" Young, **ABSTAINED**.

MINUTES

Office of Risk Management - Renewal of Flood Coverage

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize renewal of flood coverage for 805 South Caroline Street, effective June 22, 2012.

AMOUNT OF MONEY AND SOURCE:

\$17,690.00 - 2043-000000-1450-162900-063014

BACKGROUND/EXPLANATION:

On September 13, 2003, heavy rain from Hurricane Isabel caused flooding and inundated the Caroline Street Parking Garage with three feet of floodwater. A claim was made with the Federal Emergency Management Agency (FEMA). Public Assistance reimbursement has been approved. The distribution of FEMA public assistance is contingent upon securing and maintaining flood coverage. The renewal policy is written through Harleysville Mutual.

APPROVED FOR FUNDS BY FINANCE.

UPON MOTION duly made and seconded, the Board approved and authorized renewal of flood coverage for 805 South Caroline Street, effective June 22, 2012.

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:

Bay Associates Environmental, Inc.	\$ 1,278,000.00
Bowen Engineering Corporation	\$185,067,000.00
Electric Masters Service, Inc.	\$ 621,000.00
Malstrom Electric, Inc.	\$ 1,500,000.00
Mel McLaughlin Company	\$ 1,500,000.00
Midlantic Piling Incorporated	\$ 8,000,000.00
Shirley Contracting Company, LLC	\$ 68,328,000.00
York Specialty, LLC	\$ 1,500,000.00

2. Prequalification of Architects and Engineers

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

AD Engineering, Inc.	Engineer
HAKS Engineers, Inc.	Architect Engineer Land Survey
Structura, Inc.	Engineer
Tucker, Young, Jackson, Tull, Inc.	Engineer

There being no objection, the Board, UPON MOTION duly made and seconded, approved the prequalification of Contractors, Architects and Engineers for the listed firms.

MINUTES

Department of Planning - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a grant agreement with the State Department of Natural Resources Critical Area Commission. The period of the grant agreement is July 1, 2012 through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$14,000.00 5000-507413-1875-517600-600000

BACKGROUND/EXPLANATION:

This grant agreement will provide the City with funding to continue the work under the Chesapeake and Atlantic Coastal Bays Critical Area Protection Program.

The grant will extend the State's support for this project since 1988 and there is no local match required. The funds will be used to help offset the operating costs incurred by the Department in ensuring the City's compliance with the State Chesapeake Bay Critical Area Protection Law.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreement with the State Department of Natural Resources Critical Area Commission.

MINUTES

Department of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 22** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on April 25, May 2, and May 9, 2012.

The Board **NOTED 22** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on April 25, May 2, and May 9, 2012.

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 (DHCD) - Condemnation</u>			
1. Francis Bendu	602 E. Biddle St.	L/H	\$3,667.67

Funds are available in CDBG funds, account no. 9990-907714-9593-900001-704040, Johnston Square Project.

(FILE NO. 57070)

DHCD - Options

2. Debra Miller	1711 Ellsworth St.	G/R	\$ 250.00
			\$30.00
3. Sambor Investments, LLC	925 N. Chester St.	G/R	\$ 315.70
			\$34.50

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

(FILE NO. 56017)

In the event that the option agreement/s fail/s and settlement cannot be achieved, the Department requests the Board's approval to purchase the interest in the above property/ies by condemnation proceedings for an amount equal to or lesser than the option amounts.

DHCD - Rescission and Approval of Option

4. Glenn H. Goldberg, individually, and Ronnie Marc Goldberg, Trustee of the Ronnie Marc Goldberg Revocable Trust	911 N. Collington Ave.	G/R	\$ 880.00
			\$96.00

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Previous Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
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On August 11, 2010, the Board approved acquisition by condemnation, of the \$96.00 ground rent interest in 911 N. Collington Avenue for the amount of \$800.00. However, since that time, the owners have agreed to the City's offer price, and desires to proceed with a voluntary settlement. Therefore, the Board is requested to rescind its prior approval and approve acquisition of the property's interest by option.

(FILE NO. 56017)

Department of Law - Payments of Settlements

5. Elsie Jones, deceased, c/o Carl Strawder, P.R.	1703 Ellsworth St.	L/H	\$ 9,440.00
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On April 13, 2011, the Board approved the acquisition by condemnation of the leasehold interest in 1703 Ellsworth Street for the amount of \$4,560.00. However, the previous owner valued the property at \$22,000.00. The parties agreed to settle the action for the amount of \$14,000.00. Therefore, the Board is requested to approve an additional \$9,440.00 in settlement of this case.

6. Equity Trust Company, Custodian FBO Robert Poudrier IRA	2019 Ashland Ave.	L/H	\$12,988.00
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On January 12, 2011, the Board approved the acquisition by condemnation of the leasehold interest in 2019 Ashland Avenue for the amount of \$12,012.00. However, the previous owner valued the property at \$72,000.00. The parties agreed to settle the action for the amount of \$25,000.00. Therefore, the Board is requested to approve an additional \$12,988.00 in settlement of this case.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Previous Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payments of Settlements - cont'd</u>			
7. Graymar Ray, LLC	929 N. Castle St.	L/H	\$12,600.00

On December 22, 2010, the Board approved the acquisition by condemnation of the leasehold interest in 929 N. Castle Street for the amount of \$8,400.00. However, the previous owner valued the property at \$44,000.00. The parties agreed to settle the action for the amount of \$21,000.00. Therefore, the Board is requested to approve an additional \$12,600.00 in settlement of this case.

Funds are available in account no. 9910-906416-9588-900000-704040.

8. Graymar Ray, LLC	931 N. Castle St.	L/H	\$ 12,600.00
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On December 22, 2010, the Board approved the acquisition by condemnation of the leasehold interest in 931 N. Castle Street for the amount of \$8,400.00. However, the previous owner valued the property at \$44,000.00. The parties agreed to settle the action for the amount of \$21,000.00. Therefore, the Board is requested to approve an additional \$12,600.00 in settlement of this case.

9. Gregory Darnell Quick	1739 E. Preston St.	L/H	\$9,280.00
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On May 04, 2011, the Board approved the acquisition by condemnation of the leasehold interest in 1739 E. Preston Street for the amount of \$5,720.00. However, the previous owner valued the property at \$29,000.00. The parties agreed to settle the action for the amount of \$15,000.00. Therefore, the Board is requested to approve an additional \$9,280.00 in settlement of this case.

Funds are available in account no. 9910-906416-9588-900000-704040.

(FILE NO. 56017)

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

<u>Previous Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payments of Settlements - cont'd</u>			
10.DAHAE, LLC	2002 Greenmount Ave.	F/S	\$151,000.00

On March 30, 2011, the Board approved the acquisition by condemnation of the leasehold interest in 2002 Greenmount Avenue for the amount of \$49,000.00 based upon the City's independent appraiser's fair market valuation of the property. However, the previous owner offered an appraisal valuation of \$450,000.00. The parties agreed to settle the action for the amount of \$200,000.00. Therefore, the Board is requested to approve an additional \$151,000.00 in settlement of this case.

Funds are available in account no. 9910-904713-9588-900000-704040.

UPON MOTION duly made and seconded, the Board approved the option, condemnations, rescission and approval of the option, and the payments of settlements.

MINUTES

EXTRA WORK ORDERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following page:

1872

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Honorable Vice President Edward Reisinger,

acting on behalf of the Honorable President

Bernard C. "Jack" Young,

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>

Bureau of General Services

1. EWO #001, \$ 53,924.00 - RB 10838 Crimea Mansion Window Repairs				
\$ 472,468.00 -		E. Pikounis Construction Co., Inc.	-	5

Bureau of Water and Wastewater

2. EWO #012, \$334,520.00 - WC 1212, Water Appurtenance Installations				
\$ 4,997,010.40 \$ 381,807.55		R.E. Harrington Plumbing and Heating, Inc.	0	-

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

The Board is requested to approve an expenditure of funds to purchase 25 Target Gift Cards as incentive cards for the Teen Pregnancy Prevention Initiative (TPPI).

AMOUNT OF MONEY AND SOURCE:

\$500.00 - 6000-626612-3080-292303-603008
(\$20.00 per Gift Card (25 Cards))

BACKGROUND/EXPLANATION:

TPPI aims to reduce teen births in the City by ensuring that young people have access to age-appropriate and evidence-based health education, medically appropriate clinical services, and opportunities to engage their communities and grow as civic leaders. The initiative is multi-level in structure to ensure that factors related to policies and systems, services, communities and families are all simultaneously being addressed. TPPI operates in unison with the larger "B'more for Healthy Babies" structure by implementing activities aimed at multilevel factors including policies, services, and the community/family.

In collaboration with the Maryland Institute College of Art's Center for Design Practice (MICA), the Health Department's Bureau of Maternal and Child Health developed a branding and communication component of TPPI. Through focus groups and key informant interviews, a design concept and multi-component information dissemination strategy was created which will be unveiled and shared during the launch in June.

The Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for:

MINUTESHealth Department - cont'd

- 1) a single means of procuring all incentive cards through the Board of Estimates,
- 2) the documentation of each incentive card and its recipient,
- 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and
- 4) periodic internal reviews of programs' activity vis-a-vis the internal policy, which are to be shared with the Department of Audits.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to purchase 25 Target Gift Cards as incentive cards for the Teen Pregnancy Prevention Initiative.

MINUTESHealth Department - Agreements

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

1. **THE JOHNS HOPKINS UNIVERSITY** **\$139,167.00**
(JHU)

Account: 4000-421712-3030-271500-603051

The JHU will collaborate with the Health Department STD Program to implement a health intervention in its two STD clinics to reduce the risk of alcohol-exposed pregnancy among female patients. The purpose of this counseling intervention is to improve the use of family planning services and to decrease the problem drinking behavior among women of childbearing age in order to prevent alcohol-exposed pregnancy.

MWBOO GRANTED A WAIVER.

2. **THE JOHNS HOPKINS UNIVERSITY** **\$160,900.00**
(JHU)

Account: 4000-499012-3030-513401-603051

The JHU will promote, maintain and improve individual and community health by assisting individuals and communities to adopt health behaviors through the distribution of health educational materials, while developing and maintaining cooperative working relationships with agencies and organizations interested in public health. The period of the agreement is July 1, 2011 through June 30, 2012.

MWBOO GRANTED A WAIVER.

The agreements are late because the request was received late in the grant year.

MINUTES

Health Dept. - cont'd

3. **AIDS ACTION BALTIMORE, INC.** **\$ 32,500.00**

Account: 4000-418712-3030-274430-603051

Under this agreement, the funds will be used for Project Transpeople Empowerment in Action Time. The program will provide education and outreach services to prevent new HIV infections among transgender persons and their partners in Baltimore City.

The agreement is late because the request was received March 30, 2012.

4. **THE UNIVERSITY OF MARYLAND, BALTIMORE** **\$ 28,104.00**

Account: 4000-428711-3031-579200-603051

The University of Maryland, Baltimore will provide consultation, evaluation and quality assurance activities for Reducing Asthma Disparities in Baltimore City. The period of the agreement is September 29, 2011 through June 29, 2012.

The agreement is late because it was just returned.

5. **AIDS ACTION BALTIMORE, INC.** **\$ 12,500.00**

Account: 4000-418712-3030-274410-603051

The organization will provide a one-day retreat to prevent new HIV infections among men who have sex with men. The retreat is intended to prepare them to participate and engage in other health programs such as HIV prevention, substance abuse, mental health and/or HIV treatment.

The agreement is late because the request was received late in the grant year.

MINUTES

Health Dept. - cont'd

6. **GAY FAMILY FOUNDATION, LTD.** **\$189,759.00**
D/B/A THE TAYLOR WILKS GROUP

Account: 4000-427712-3023-606107-603051

The organization will provide services to ensure the provision of technical, research and administrative support, which can help add new providers to the continuum of care and help current providers improve or expand their delivery or management capacity. These services further the Eligible Metropolitan Area Planning Council's efforts to increase community awareness of Ryan White CARE Act programs and services. The period of the agreement is March 1, 2012 through February 28, 2013.

The agreement is late because it was just returned.

7. **THE AFTER-SCHOOL INSTITUTE, INC.** **\$ 31,350.00**

Account: 4000-424212-3030-513200-603051

The organization will provide HIV Prevention education to after-school providers, other youth service professionals, youth and youth peer leaders. The after-school HIV prevention services will focus on education to increase awareness, knowledge, risk-reduction measures, build skills and change behaviors that lead to the prevention of new HIV infections among African American Youth.

The agreement is late because the request was received late in the grant year.

MINUTES

Health Dept. - cont'd

8. **INDEPENDENT LIVING FOUNDATION, INC** **\$201,718.00**

Account: 4000-424512-3023-274411-603051

The organization will provide dental care services for 200 unduplicated new clients by June 30, 2012 for the Ryan White Part B Program. The period of the agreement is July 1, 2011 through June 30, 2012.

The agreement is late because the Infectious Disease and Environmental Health Administration (IDEHA) program-matically manages Ryan White Part B services. The IDEHA selects the providers through a competitive Request for Proposal process. The providers submit a budget, budget narrative, and scope of services. The Health Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are often times revised because of inadequate information from the providers. This review process is required to comply with the grant requirements.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements. The Honorable Vice President Edward Reisinger, acting on behalf of the Honorable President Bernard C. "Jack" Young, **ABSTAINED** on Item Nos. 1 and 2.

MINUTES

Department of Housing and - Supplemental Grant Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a supplemental grant agreement with People Encouraging People, Inc. (PEP). The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transfer after legal review and approval by the Department of Law. The period of the agreement is effective upon Board approval through December 31, 2013.

AMOUNT OF MONEY AND SOURCE:

\$250,000.00 - 9991-903461-9593

BACKGROUND/EXPLANATION:

The PEP will use the funds to support a portion of the acquisition and rehabilitation of 4613 and 4615 Parkwood Avenue.

In 2009, the City received \$4,112,239.00 from the Neighborhood Stabilization Program (NSP) of the Federal Department of Housing and Urban Development (HUD) and an additional \$1,675,000.00 in NSP funds through the State of Maryland.

The purpose of the NSP program was to allow the City, acting through qualified non-profits, to purchase and rehabilitate properties that meet the federal definition of abandoned or foreclosed.

The federal regulations state that "A home is abandoned when mortgage or tax foreclosure proceedings have been initiated for that property, no mortgage or tax payments have been made by the property owner for at least 90 days, AND the property has been vacant for at least 90 days" and that "A property has been foreclosed upon" at the point that, under state or local law, the mortgage or tax foreclosure is complete. HUD generally will

MINUTES

DHCD - cont'd

not consider a foreclosure to be complete until after the title for the property has been transferred from the former homeowner under some type of foreclosure, in accordance with state or local law."

PEP had agreed to develop rental units under the NSP at various addresses to be determined, and the City had agreed to make up to \$1,137,500.00 of NSP funds available to the organization.

PEP used the funds to acquire properties from local banks and other sellers. PEP will rent completed units to families whose incomes are no greater than 50 percent of the Area Median Income (AMI).

As a part of their NSP activities financed and secured by the original \$1,137,500.00 funding PEP purchased two adjacent homes at 4613 and 4615 Parkwood Avenue. However, because of the changing real estate conditions and escalating costs at other sites they require additional funds to complete the rehabilitation of these properties and place them into service for the low-income families they assist. These funds are part of a Community Development Block Grant (CDBG) allocation for assistance to low-income households and are approved for use under the City's Comprehensive Plan for CDBG funds, as amended.

Participating Parties:

- A. Developer: People Encouraging People will act as developer for the project
- B. General Contractor/Architect: To-be-determined
- C. Terms: Grant, as long as property is operated in accordance with program regulations and the NSP grant on the same property is not in default.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

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

THE DIRECTOR OF FINANCE RECOMMENDED APPROVAL.

AUDITS REVIEWED AND HAD NO OBJECTION.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$250,000.00	9990-915986-9587	9991-903461-9593
35 th CDBG	Housing Repair Assistance - Reserve	People Encouraging People - Parkwood

This transfer will provide funds to People Encouraging People, Inc. to support the rehabilitation of two adjacent homes on Parkwood Avenue.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the supplemental grant agreement with People Encouraging People, Inc. The Board also authorized the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transfer after legal review and approval by the Department of Law. The Transfer of Funds was approved, SUBJECT to the

MINUTES

DHCD - cont'd

receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the land disposition agreement with MJ1 Enterprises, LLC, developer for the sale of the properties known as 2701 Edgecombe Circle, Block 3350B/Lot 051 and 4012 Fairview Avenue, Block 2743A/Lot 006.

AMOUNT OF MONEY AND SOURCE:

\$ 9,000.00 - 2701 Edgecombe Circle
3,500.00 - 4012 Fairview Avenue
\$12,500.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City may dispose of the property by virtue of Article II, Section 15, of the Baltimore City Charter, and Article 13 of the Baltimore City Code (2000 Edition).

The properties are lots on which structures will be built on and used as affordable rental housing for disabled and elderly individuals.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE PRICE DETERMINED BY THE WAIVER VALUATION PROCESS AND THE APPRAISED VALUE:

In accordance with the City's appraisal policy, the waiver valuation process was used in lieu of an appraisal, for 4012 Fairview Avenue. The property was priced at \$5,600.00. An appraisal was obtained for 2701 Edgecombe Circle and the property was valued at \$20,650.00.

MINUTES

DHCD - cont'd

The following factors are present in determining the price for 4012 Fairview Avenue: (1) stabilizing the immediate community, (2) elimination of blight, (3) economic development, creation of jobs, real estate and other taxes. Comparables used to substantiate the sales price of 4012 Fairview Avenue are 2301 Hillhouse Road and 3818/3822 Taylor Avenue.

The following factors are present in determining the price for 2701 Edgecombe Circle: (1) the sale and construction of new housing units promotes a specific benefit to the community, (2) the elimination of blight, (3) the sale of the property will promote economic development by returning the property to the City's tax rolls, (4) the new construction will house low-income elderly and disabled individuals.

MBE/WBE PARTICIPATION:

The properties are not subject to Article 5, Subtitle 28 of the Baltimore City Code because they are being sold below \$25,000.00

(FILE NO. 57211)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with MJ1 Enterprises, LLC, developer for the sale of the properties known as 2701 Edgecombe Circle, Block 3350B/Lot 051 and 4012 Fairview Avenue, Block 2743A/Lot 006.

MINUTES

TRANSFER OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfer of Funds

listed on the following page:

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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 Housing and Community Development</u>		
1. \$ 83,302.06	9910-9588-905206 2700 N. Charles St. 27 th Comm. Dev.	9910-9588-909120 Hoen Building 27 th Comm. Dev.
<u>266,697.94</u>	9910-9588-904059 Byrd Properties 28 th Comm. Dev.	9910-9588-909120 Hoen Building 28 th Comm. Dev.
\$350,000.00		

This transfer will provide \$350,000.00 in matching funds to a State Grant. Funds were awarded to stabilize 2101 E. Biddle Street, also known as the Hoen Building. Funds are being used to make improvements to the building to preserve its historical and architectural significance until such time development is feasible.

Department of Transportation

2. \$ 79,992.00	9950-944002-9507 Constr. Reserve for Closeout	
19,998.00	9950-901056-9512 Fiber Optic and Communication Sys.	
<u>MVR</u>	-----	9950-904078-9512-3 Design and Study ITS Improvements
\$ 99,990.00		

This transfer will fund the costs associated with Project BD 34060, Task No. 5, Project No. 1142, for Traffic Signals & I.T.S. and Traffic Engineering On-Call Consulting Services by Rummel, Klepper & Kahl, LLP.

MINUTES

Police Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay Verizon by Expenditure Authorization. The invoices are for the period January 1, 2011 through December 31, 2011.

AMOUNT OF MONEY AND SOURCE:

\$245,205.57 - 6000-611112-2043-220300-603004

BACKGROUND/EXPLANATION:

Verizon provided essential 911 Telephone services which are critical to the day-to-day operations of the Department in protecting and preserving the safety of the citizens of Baltimore City.

The process for the purchase order (P0-519088) took longer than anticipated and the Bureau of Purchases advised that the invoices were outside the date of Purchase Order approval which was January 11, 2012.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay Verizon by Expenditure Authorization.

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

The Board is requested to approve an expenditure of funds to pay the annual payment of the utility bills for the Baltimore Police Department's Child Abuse Center (BCAC). The period of the utility bills is January 1, 2012 through December 31, 2012.

AMOUNT OF MONEY AND SOURCE:

\$20,364.00 - 1001-000000-2021-212800-603015

BACKGROUND/EXPLANATION:

On February 2, 2005, the Board approved a memorandum of understanding (MOU) with BCAC. Under the MOU, the BCAC uses 5,500 square feet of office space rent-free at 2300 North Charles Street, which represents 25% of the building space. The BCAC is requesting the Department pay 25% of the utilities for the building. The estimated annual utility cost of the building is \$81,456.00, making the Department's share of the cost \$20,364.00.

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

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay the annual payment of the utility bills for the Baltimore Police Department's Child Abuse Center.

MINUTESPolice Department - Payment of Back Salary

The Board is requested to approve and authorize payments of back salary for:

1. **FRANCES V. HAMILTON** **\$91,182.36**

Account: 1001-000000-2041-195500-601062

On February 2, 2007, Ms. Hamilton was terminated after a Trial Board held on January 26, 2007. Subsequent Court appeals resulted in reversals and remands for new hearings.

Pursuant to the Court of Special Appeals and the Court of Appeals, Ms. Hamilton is entitled to receive back pay. The back pay represents the amount of salary that Ms. Hamilton would have earned for the period February 2, 2007 through October 5, 2009, less other salary she earned during that time and court costs of both the Court of Special Appeals and the Court of Appeals.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the payments of back salary for Ms. Frances V. Hamilton.

MINUTES

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

The Board is requested to approve and authorize execution of the grant agreements. The period of the agreement is April 1, 2012 through March 31, 2013, unless otherwise indicated.

The organizations will provide tenant-based housing in conjunction with supportive services. The services will consist of monthly rental assistance payments for monthly rental subsidies, security deposits and/or payment for damage to the property (if applicable) for the benefit of the clients.

1. GOVANS ECUMENICAL DEVELOPMENT CORPORATION, INC. (GEDCO) \$ 292,125.00

Account: 4000-496311-3570-591250-603051

The services will be provided to 25 homeless clients.

2. BALTIMORE MENTAL HEALTH SYSTEMS, INC. (BMHS) \$1,754,346.00

Account: 4000-496312-3573-591241-603051

The services will be provided to 142 homeless clients.

MWBOO GRANTED A WAIVER.

3. MARIAN HOUSE, INC. \$ 48,216.00

Account: 4000-496312-3573-591219-603051

The services will be provided to four homeless clients. The period of the agreement is December 1, 2011 through November 30, 2012.

The agreements are late because of the delays at the administrative level.

MINUTES

MOHS/Homeless Services - cont'd

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 grant agreements.

MINUTESDepartment of General Services - Minor Privilege Permit Applications

The Board is requested to approve the following applications for a Minor Privilege Permit. The applications are in order as 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.	4806 York Road	Loyola University Maryland, Inc.	Service connec- tion, one 3" duct @ 60'
	Annual Charge: \$210.00		
2.	2339 E. Monument St.	Wendell Jackson	Retain two single face electric signs 4' x 2', one double face electric sign 3½' x 1', two spot reflectors
	Annual Charge: \$246.10		
3.	2417 E. Monument St.	Wendell Jackson	Retain single face electric sign 8' x 2'
	Annual Charge: \$ 70.30		

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

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

MINUTES

Department of General Services - Waiver of Permit Fees

ACTION REQUESTED OF B/E:

The Board is requested to approve the waiver of permit fees for opening new tree pits and or planting trees in the public right-of-way.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

A temporary right-of-way permit is required to close the sidewalk to pedestrians and to excavate the area to place a tree pit.

The fees for these permits would cost \$75.00, as established by the Board on May 15, 2002. In order to encourage tree planting in the public right-of-way, the Department requests approval to waive these fees. The waiver will be retroactive to July 1, 2011.

Waivers will not be granted when the planting is due to a directive by a City agency. A permit will still be required along with the approval from the Forestry Division of the tree type/species to be planted.

UPON MOTION duly made and seconded, the Board approved the waiver of permit fees for opening new tree pits and or planting trees in the public right-of-way.

MINUTES

Department of General Services - Limited Right-of-Entry Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a limited right-of-entry agreement with the Maryland Transit Administration (MTA). The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - 9950-907840-9514-900020-704043

One-time fee, if demanded

BACKGROUND/EXPLANATION:

The City, acting by and through the Department of Transportation, is proposing a project to replace the bearing which supports the bridge containing North Howard Street as the road spans the Jones Falls Expressway. This project is also known as TR 09028, Replacement of Two Howard Street Arch Bridge Bearings.

In the design of this project, it was determined that access to the bridge would need to be accessed from property owned by the MTA. This limited right-of-entry will provide the access the Department's contractor needs to perform the work.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the limited right-of-entry agreement with the Maryland Transit Administration.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works</u>			
1. Alfred H. Foxx Rudolph S. Chow	National Infrastructure Renewal Summit (NIRS) Miami, FL June 3 - 5, 2012 (Reg. Fee \$0.00)	Water Utility Fund	\$ 573.20

The Department has prepaid airfare in the amount of \$226.60 for each attendee on a City issued credit card assigned to Mr. Lorenzo Garrett. The NIRS is paying the hotel costs meals, receptions, and special events. The disbursement amount to each attendee will be \$60.00.

2. Thak Bakhru	American Water- Works Assoc. Annual Conf. & Expo. Dallas, TX June 10 - 14, 2012 (Reg. Fee \$1,020.00)	Water Utility Fund	\$2,700.40
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The subsistence rate for this location is \$184.00 per day. The hotel rate is \$209.00 per night not including occupancy taxes in the amount of \$31.35. The Department is requesting an additional \$25.00 per night to cover the cost of the hotel and \$40.00 per day for meals and incidental expenses.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works - cont'd</u>			
3. Neil B. Moores Daniel Haines	CityWorks User Conf. 2012 Park City, UT June 26 - 29, 2012 (Reg. Fee \$0.00)	Water Utility Fund	\$2,273.00

The subsistence rate for this location is \$165.00 per day. The hotel rate is \$132.00 per night not including occupancy taxes in the amount of \$15.64. The Department is requesting an additional \$7.00 per day to cover the cost of meals and incidental expenses.

Baltimore City Fire Department

4. Stephen Karas	Search & Recovery Team Sonar Training Travers City, MI May 29 - June 01, 2012	Urban Search & Rescue Taskforce Grant	\$1,841.24
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The Department is requesting \$186.89 for the cost of a rental vehicle. A rental vehicle is required to carry diving equipment to and from the airport and to the training venue daily during the training.

AM-240-8 - If official City business at the event site will require extensive inspection trips, tours, or other unusual but necessary land travel, the Board of Estimates must approve funds for such expenses in advance of the trip.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Health Department</u>			
5. Tody C. Hairston-Fuller	The ASQ & ASQ: SE Training Institute Portland, OR June 03 - 07, 2012 (Reg. Fee \$875.00)	Federal Funds	\$2,196.00

TRAVEL APPROVAL/REIMBURSEMENT**APPROVAL**

6. Maunank Shah	49 th Annual Meeting Infectious Disease Society of America Boston, MA October 20 - 23, 2011 (Reg. Fee \$500.00)	CDC Grant	\$1,577.84
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The Department is requesting approval of the travel and authorization to reimburse Mr. Shah for travel expenses. Mr. Shah is a contractor with the Johns Hopkins University who serves as the Medical Director for the Department's TB Program. He is responsible for supervision of all clinic providers, sign-off on charts, and provision of medical consultation.

The subsistence rate for this location is \$292.00 per day. The hotel rate was \$219.00 per night not including occupancy taxes in the amount of \$31.64 per night. The registration fee in the amount of \$500.00 and the airfare in the amount of \$211.40 were paid on a City issued credit card assigned to Ms. Jacquelyn Duval-Harvey. The disbursement to Mr. Shah is \$866.44.

The request is late because it was misplaced during internal routing.

MINUTES**TRAVEL REQUESTS****REIMBURSEMENT OF COST NOT PREPAID:**

Parking	\$ 48.00
Hotel	657.00
Occ. Taxes	94.92
Meals	<u>66.52</u>
Reimbursement	<u>\$866.44</u>

UPON MOTION duly made and seconded, the Board approved the foregoing travel requests and travel reimbursements. The Honorable Vice President Edward Reisinger, acting on behalf of the Honorable President Bernard C. "Jack" Young, **ABSTAINED** on Item No. 6. The Director of Public Works **ABSTAINED** on Item Nos. 1, 2 and 3.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Personnel matters

listed on the following pages:

1900 - 1916

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

The Honorable Vice President Edward Reisinger,

acting on behalf of the Honorable

President Bernard C. "Jack" Young,

ABSTAINED on Item Nos. 20 and 37.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u>		
1. MARGARETTE J. REIDER	\$30.44	\$36,528.00
Account: 6000-624912-3100-297101-601009		
<p>Ms. Reider, retiree, will continue to work as a Community Health Nurse II for the Bureau of School Health. She will be responsible for coordinating the BreathMobile meetings, gathering updated literature on asthma to prepare for the staff to keep them updated; preparing asthma presentation lesson plans for schools; ordering the materials to fulfill grant requirements, implementing the activities of the grant, and other related services. The period of the agreement is July 1, 2012 through June 30, 2013.</p>		
2. VICTOR F. De M. TORRES	\$15.00	\$ 7,800.00
Account: 6000-625212-3080-289400-601009		
3. SHANA JOHNSON	\$15.00	\$ 7,800.00
Account: 6000-627813-3080-294400-601009		

Mr. Torres and Ms. Johnson will work as Youth Development Aides/Tutors. They will be responsible for providing homework assistance, tutorial, and college preparation assistance. They will also provide individual instruction to participants with specific educational needs, assist in instruction of a variety of subjects and educational activities, and chaperone program participants while on field trips or other program activities. The period of the agreement is July 1, 2012 through June 30, 2013.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u>		
4. PHYLLIS N. COLEY	\$25.00	\$13,000.00

Account: 6000-627813-3080-289400-601009

Ms. Coley will continue to work as an Entrepreneurial Specialist for the Carrera West Young Executives Program. She will assess and analyze participant's job readiness, provide employment counseling assistance, academic planning, and goal orientation. She will also develop and facilitate entrepreneurial sessions that are consistent with school goals and objectives identified for participants. In addition, she will organize and conduct a weekly job club that includes a stipend for program participants, which focuses on learning about financial management and banking. The period of the agreement is July 1, 2012 through June 30, 2013.

5. CARL J. JOHNSON	\$20.00	\$23,000.00
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Account: 5000-530313-3041-605800-601009

Mr. Johnson, retiree, will continue to work as a Tobacco Control Enforcement Officer. He will be responsible for enforcing tobacco control laws for Baltimore City regarding tobacco retailers and product placement, illegal sales to youth under age 18, illegal sales of individual cigarettes, and issuing citations to violators of tobacco control laws. Mr. Johnson will work with the student transport vendor and public school students to conduct compliance checks. In addition, he will conduct routine field inspections and

MINUTES**PERSONNEL**Hourly RateAmountHealth Department

conduct group education for residents, retailers, restaurant owners, police officers, youth and others regarding the City's tobacco control laws. Mr. Johnson will also maintain data records and evidence files on field inspections and citations, testify in adjudicative Environmental Control Board hearings, when violators appeal citations, and complete other tobacco enforcement activities. The period of the agreement is July 1, 2012 through June 30, 2013.

6. **ESTEFANIA R. MUDAFORT** \$15.00 **\$ 7,800.00**

Account: 6000-625213-3080-289400-601009

Ms. Mudafort will work as a Youth Development Aide/Tutor for the Mi Espacio Program. She will be responsible for providing homework assistance, tutorial and college preparation assistance, individual instruction to participants with specific deficits, and instruction of a variety of subjects. In addition, Ms. Mudafort will correct program participants' work, assist in the development of educational materials, chaperone program participants while on trips or other program activities, participate in trainings, workshops, and attend staff meetings. The period of the agreement is July 1, 2012 through June 30, 2013.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u>		
7. ROBERT LOWMAN	\$18.49	\$15,383.68

Account: 5000-534013-3023-273300-601009

Mr. Lowman will work as a Housing Specialist for the Senior Assisted Living Group Home Subsidy Program (SALGHS) and Congregate Housing Services Program (CHSP). He will be responsible for responding to all inquiries regarding the SALGHS program and providing information and applications to applicants and providers. He will monitor the CHSP bi-annually and prepare reports in conjunction with the Maryland Department of Aging. The period of the agreement is July 1, 2012 through June 30, 2013.

8. ELAINE RAY	\$10.50	\$16,380.00
9. KENNETH HAMLIN	\$10.50	\$10,920.00

Account: 5000-535513-3023-273300-601009

Ms. Ray and Mr. Hamlin will serve as a Guardianship Program Assistant. They will continue to assist with scheduling medical and community appointments for clients and escort and transport clients to medical and community activities. They will also assist with shopping for food and clothes for clients and relocation of clients personal items/possessions to alternative living arrangements. The period of the agreement is July 1, 2012 through June 30, 2013.

MINUTES

PERSONNELHealth Dept. - cont'd

10. Adjust the hourly Pay Rates for the following classes:

	<u>Job Code</u>	<u>Class Title</u>	<u>Grade</u>	<u>Hiring Level</u>	<u>Full Performance</u>	<u>Experienced Level</u>	<u>Senior Level</u>
		School Health					
From:	10221	Aide	032	\$13.28	\$13.52	\$14.19	N/A
To:				\$13.64	\$13.89	\$14.55	N/A
		Medical Office					
From:	10222	Assistant	033	\$14.52	\$14.89	\$16.47	\$16.74
To:				\$14.82	\$15.19	\$16.81	\$17.07
		Licensed Practical					
From:	10223	Nurse	034	\$17.09	\$17.71	\$19.52	N/A
To:				\$17.45	\$18.07	\$19.92	N/A
		Community					
From:	10224	Health Nurse I	035	\$24.68	\$27.76	\$28.46	\$29.17
To:				\$25.18	\$28.34	\$29.05	\$29.77
		Community Health Nurse					
From:	10225	II	036	\$29.05	\$31.75	\$32.55	\$33.36
To:				\$29.65	\$32.41	\$33.22	\$34.05
		Nurse					
From:	10226	Practitioner	037	\$33.94	\$36.96	\$37.88	\$38.83
To:				\$34.63	\$37.71	\$38.66	\$39.62

Cost: \$1,324.11 - 6000-624912-3100-295900-601002

The Department of Human Services (DHR) has completed a review of the Department's request to increase the hourly pay rates for the above six classifications for positions that work during the summer in the City's Public Schools. As summer work is considered temporary work, these classifications do not have union representation, nor do they receive benefits. This proposed increase will maintain the pay parity of these temporary classes within their regular 10-month counterparts in the City Union of Baltimore, Local 558 and Local 44 that received a 2% salary adjustment. The salary adjustment will be effective on July 1, 2011.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u>		
11. <u>Create the following two Positions:</u>		
81113 - Social Worker II		
Grade 092 (\$45,992.00 - \$56,004.00)		
Job No. to be determined by BBMR		
Costs: \$66,688.00 - 4000-427712-3023-606111-601001		
12. <u>Create the following one Position:</u>		
81322 - Program Assistant I,		
Grade 080 (\$29,343.00 - \$34,518.00)		
Job No. to be determined by BBMR		
Cost: \$46,992.00 - 6000-626812-3001-268400-601001		
13. LORENA YANEZ	\$14.56	\$ 6,625.00
Account: 4000-422812-3080-294286-601009		\$ 2,650.00
4000-498912-3080-294300-601009		\$ 3,975.00

Ms. Yanez will serve as an Interpreter/Translator for the Maternal and Infant Care and Baltimore Infants and Toddlers Programs. Her duties will include but not be limited to acting as a liaison between providers and clients, conducting phone calls for the service provider staff to non-English speaking clients, scheduling appointments, and translating program forms and documents. She will represent Maternal and Infant Care and the Baltimore Infants and Toddlers Programs at community meetings, health fairs, and events related to the City's Spanish speaking population. Ms. Yanez will work two days per week with the Maternal and Infant Care Program and three days per week with the Baltimore Infants and Toddlers Program. The agreement is effective upon Board through June 30, 2012.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation & Parks</u>		
14. ERIC BARLIPP	\$15.00	\$30,000.00

Account: 5000-577709-4780-369200-601009

Mr. Barlipp will serve as a Dog Park Administrative Coordinator. He will be responsible for negotiating terms and conditions of Memoranda of Understanding between the City and support groups for dog parks; identifying perspective sites; and facilitating construction designs for dog parks. The period of the agreement is May 25, 2012 through May 24, 2013.

Circuit Court of Baltimore City

15. JASON GREENBERG	\$32.40	\$58,900.00
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Account: 5000-544412-1100-117000-601009

Mr. Greenberg will serve as an Assistant Counsel for the Civil Division. Mr. Greenberg will be responsible for reviewing motions and marking recommendations in a wide variety of civil non-domestic cases, performing legal research, and drafting opinions and orders, etc. The period of the agreement is June 8, 2012 through June 7, 2013.

16. ALLYSON K. SMITH	\$21.16	\$40,000.00
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Account: 5000-540312-1100-116800-601009

Ms. Smith will serve as a Drug Court Case Manager. She will be responsible for overseeing the ancillary service component of the program and developing case plans, facilitating access to services, and providing reports for the Judiciary. The period of the agreement is effective upon Board approval for one year.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Circuit Court</u> - cont'd		
17. DELIA N. CROMARTIE	\$16.26	\$31,005.02

Account: 4000-487006-1100-114903-601002

Ms. Cromartie will continue to serve as a Community Service Coordinator. Her duties will include, but will not be limited to developing written training materials and providing education, training, and technical assistance on the development of community service sites and the community service program. The period of the agreement is October 1, 2012 through September 30, 2013.

18. EBONI PEARSON	\$20.94	\$37,673.82
19. YOZMIN SHIPMAN	\$20.94	\$37,673.82

Account: 4000-487006-1100-114903-601002

Ms. Pearson and Mr. Shipman will serve as Community Service Investigators. Their duties will include completing volunteer interviews, maintaining a volunteer caseload, and monitoring volunteer progress and attendance. The agreement is effective upon Board approval for one year.

Office of the City Council

20. DRUSILLA BUNCH	\$15.89	\$ 6,056.63
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Account: 1001-000000-1000-106500-601009

Ms. Bunch, retiree, will provide clerical and administrative level support and act as a liaison for Councilman Welch. The agreement is effective upon Board approval for one year.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Dept. of General Services</u>		
21. PETER J. SCHWEIZER	\$24.55	\$45,000.00

Account: 2030-000000-1890-189300-601009

Mr. Schweizer will serve as a Special Fleet Operational Analyst. His duties will include but will not be limited to resolving problems and complaints involving City agency personnel with regards to City vehicles and participating in the development of standards and policies to improve preventive maintenance operations effectiveness. Mr. Schweizer will coordinate vehicle maintenance with other City Departments, plan and schedule special inspections for the Baltimore City fleet, coordinate and implement new fleet inspection standards, and related inspection policies and procedures. In addition, he will prepare violation case records, materials, and reports utilizing proprietary business software and other common software packages to analyze or present vehicle inspection activities and reports. The period of the agreement is effective upon Board approval for one year.

Baltimore Police Department

22. JERMAINE H. COOK	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Mr. Cook, retiree, will work as a Contract Services Specialist I in the Applicant Investigation Section. His duties will include but are not limited to conducting background investigations for civilian and sworn applicants, promotional candidates and special police commissions; reviewing documents, interviewing applicants, obtaining a criminal record check; completing neighborhood investigation of applicants, advise results of investigation and make recommendation of applicant suitability. The agreement is effective upon Board approval for one year.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department - cont'd</u>		
23. ALLAN D. CARREIRA	\$32.50	\$67,600.00

Account: 4000-470012-2252-649201-601009

Mr. Carreira will serve as a Court Operations Specialist. He will be responsible for tracking and updating all felony gun cases for GunStat, overseeing the Civil Citation Pilot Program, reviewing and analyzing the Criminal Citation Program, working extensively with civil and criminal citations, assisting the Baltimore Police with warrant projects, tracking Failure to Appear and conducting court and case disposition research. The period of the agreement is June 1, 2012 through May 31, 2013.

24. LINDA WRIGHT FAIR	\$25.00	\$ 8,700.00
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Account: 4000-409111-2252-690500-601009

Ms. Fair will serve as a Juvenile Diversion Assessor. She will be responsible for reviewing juvenile charging documents to confirm youth eligibility for the program, inputting client data into the database, providing referral information to the family and juvenile, maintaining and updating the referral resources database and composing monthly reports on clients. The period of the agreement is June 1, 2012 through September 30, 2012.

25. ERIN CUNNINGHAM	\$26.00	\$ 30,000.00
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Account: 4000-470212-2021-212600-601009	\$ 15,000.00
4000-470012-2252-694201-601009	\$ 15,000.00

Ms. Cunningham will work as a Domestic Violence Coordinator for Baltimore City. She will be responsible for assisting in the City's coordinated efforts to reduce domestic violence as well as oversee the implementation of the Supervised Visitation Program. The period of the agreement is June 1, 2012 through May 30, 2013.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department - cont'd</u>		
26. <u>Create the following two positions:</u>		
10216 - Grant Services Specialist II		
Grade 919 (\$32,329.00 - \$51,282.00)		
Job No. to be assigned by BBMR		
Costs: \$122,200.00 - 4000-471212-2041-623000-601001		
<u>Environmental Control Boards (ECB)</u>		
27. PATRICIA D. WELCH	\$65.00	\$39,000.00
28. GARY M. BROOKS	\$65.00	\$39,000.00
29. JAMES W. MOTSAJ	\$60.00	\$30,000.00
Account: 1001-000000-1170-138600-601009		

These individuals will serve as Hearing Officers. Their duties will include, but are not limited to conducting hearings to make preliminary determinations as to whether citations issued by City enforcement officers comply with the Code, the ECB rules, and relevant court decisions. They will also record all hearings and complete a disposition sheet and present it to the Executive Director of the ECB at the end of each hearing. The period of the agreement for Ms. Welch and Mr. Brooks is for one year effective May 25, 2012. The period of the agreement for Mr. Motsaj is for one year effective June 22, 2012.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of General Services</u>		
30. AZZA RIZKALLAH	\$22.91	\$42,000.00

Account: 2051-000000-1980-654800-601009

Ms. Rizkallah will work as a Contract Administrator II to the Chief Fiscal Officer/Division Chief of Major Projects. Her duties will include, but will not be limited to scheduling and attending meetings, preparing bid documents for the Indefinite Quantity Contract Projects, and serving as the liaison between contractors, architects, and agencies. Ms. Rizkallah will prepare projects' payments and maintain financial records. The period of the agreement is effective upon Board approval through April 12, 2013.

Fire Department

31. MARY G. LESSER	\$14.98	\$17,092.18
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Account: 4000-458011-2015-683902-601009

Ms. Lesser, retiree, will continue to work as a Special Advisor. She will be responsible for scheduling and attending meetings, assembling materials, taking and transcribing minutes, and managing documents. The period of the agreement is May 25, 2012 through May 24, 2013.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Law Department</u>		
32. JOHN P. MACHEN	\$57.25	\$99,000.00
Account: 1001-000000-8620-175200-601009		\$39,600.00
6000-694007-5850-418600-601009		\$59,400.00

Mr. Machen will serve as a Special Chief Solicitor. His duties will include but are not limited to drafting and reviewing documents for the Baltimore Development Corporation and other City departments and agencies. The period of the agreement is October 1, 2012 through September 30, 2013.

33. HERBERT BURGUNDER, JR.	\$42.18	\$50,616.00
Account: 1001-000000-8610-175200-601009		\$25,308.00
6000-604013-1520-169800-601009		\$12,654.00
6000-604113-1540-171400-601009		\$12,654.00

Mr. Burgunder will serve as a Special Chief Solicitor. His duties will include but are not be limited to reviewing Worker's Compensation claims filed against the City. He will monitor the defense of such claims by third-party vendors and the Law Department. He will also represent the Employees' Retirement System and Fire and Police Employees' Retirement System in disability claims, and assist in training in-house counsel. The period of the agreement is August 1, 2012 through July 31, 2013.

MINUTES**PERSONNEL**Mayor's Office of Criminal Justice34. Create five positions:

00111 - Criminal Justice Associate
 Grade 935 (\$40,300.00 - \$55,700.00)
 Job Nos. to be assigned by BBMR

Costs: \$297,000.00 - 4000-470012-2252-694202-601001

Department of Transportation35. Adjust hourly pay rates for the following class:

	Job Code	Class Title	Grade	Hiring Level	Full Performance	Experienced Level	Senior Level
From:	10220	Crossing Guard	031	\$ 9.64	\$ 9.77	\$10.37	\$10.53
To:				\$10.33	\$10.47	\$11.11	\$11.28

Costs: \$5,969.00 - 3001-000000-2391-248900-601002

Department of Public Works - Bureau of Solid Waste36. Create the following three positions:

a. 31100 - Administrative Coordinator
 Grade 087 (\$37,407.00 - \$45,218.00)
 Job No. to be assigned by BBMR

31311 - Administrative Analyst I
 Grade 087 (\$37,407.00 - \$45,218.00)
 Job No. to be assigned by BBMR

31511 - Program Analyst
 Grade 113 (\$46,700.00 - \$56,500.00)
 Job No. to be assigned by BBMR

MINUTES**PERSONNEL**

DPW-Bur. of Solid Waste - cont'd

Abolish the following three vacant positions:

Position No. 5154-15360

b. 10171 - Division Chief I
 Grade 943 (\$51,200.00 - \$79,600.00)

Position No. 5154-21848

c. 53815 - Solid Waste Supervisor
 Grade 089 (\$40,540.00 - \$79,600.00)

Position No. 5152-36026

d. 52931 - Laborer (Hourly)
 Grade 482 (\$13.34 - \$13.78)

Cost savings (\$2,190.00) - 1001-000000-5154-388000-601001

Department of Public Works - Bureau of Water and Wastewater

37. Reclassify the following three encumbered positions:

Position nos. 5501-32538, 5501-23287 and 5501-23288

From: 54352 - Electrical Maintenance Technician II
 Grade 432 (\$32,953.00 - \$36,850.00)

To: 54353 - Electrical Maintenance Technician III
 Grade 435 (\$36,117.00 - \$41,301.00)

Cost: \$15,795.00 - 2070-000000-5501-393000-601001

MINUTES**PERSONNEL**Enoch Pratt Free Library38. Create the following non-civil service class:

- a. 10245 - Library Computer Systems Leader
Grade 113 (\$46,700.00 - \$56,500.00)

Reclassify the following position:

- b. From: 00658 - Librarian Supervisor I
Grade 113 (\$46,700.00 - \$56,500.00)
Job No. 4501-15924

- To: 10245 - Library Computer Systems Leader
Grade 113 (\$46,700.00 - \$56,500.00)

Cost: \$0.00 - 5000-575412-4501-594100-601001

Department of Human Resources39. Abolish the following 46 vacant and unfunded positions:Six positions

- 10215 - Grant Services Specialist I
Grade 913 (\$25,863.00 - \$32,329.00)
Job Nos. 5750-48627, 5750-48628, 5750-48629,
5750-48630, 5750-48631 and 6971-48926

31 Positions

- 10216 - Grant Services Specialist II
Grade 919 (\$32,329.00 - \$51,282.00)
Job Nos. 5750-48632, 5750-48633, 5750-48634,
5750-48635, 5750-48636, 5750-
48637, 5750-48638, 5750-48639,
5750-48640, 5750-48641, 5750-48642,
5750-48643, 5750-48644, 5750-48648,

MINUTES**PERSONNEL**DHR - cont'd

5750-48649, 5750-48650, 5750-48654,
 5750-48655, 5750-48656, 5750-48657,
 5750-48658, 5750-58659, 5750-
 48661, 5750-48664, 5750-48665, 5750-
 48666, 5750-48667, 5825-48098, 5825-
 48107, 2023-49037 and 2303-48923

Nine positions

10217 - Grant Services Specialist III
 Grade 941 (\$49,400.00 - \$84,800.00)
 Job Nos. 5750-48662, 5750-48668,
 5750-48669, 5750-48670, 5750-
 48671, 2023-49039, 2023-49122,
 2303-48924 and 6971-48927

There are no costs associated with this action.

The Department of Human Resources has completed its annual report to the Civil Service Commission in compliance with the Administrative Manual Policy 234-1, regarding the status of Non-Civil Service, Grant Services Specialist temporary positions. Thirty-seven Grant Services Specialist positions were created as a result of short-term temporary stimulus grant funding from the United States American Recovery and Reinvestment Act (ARRA) of 2009 and are being abolished. The ARRA grant for these positions has been terminated and the positions are vacant and unfunded. Nine positions also funded by short-term temporary, private, federal and state grants in the Fire, Police and Transportation Departments are also being abolished as a result of the termination of grant funding. These positions are vacant and unfunded.

MINUTES

Department of Transportation - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with the Maryland Department of Transportation, State Highway Administration (MDOT).

AMOUNT OF MONEY AND SOURCE:

\$4,669,234.00 - City Match

The account number will be provided at the time of the contract advertisement.

BACKGROUND/EXPLANATION:

The MDOT, acting for and on behalf of the State of Maryland by and through the State Highway Administration (Administration), and the Mayor and City Council of Baltimore, acting through its Department of Transportation (Project Sponsor), desire to reconstruct a 1,100 waterfront pathway that will connect to the existing promenade at the intersection of President and Lancaster Streets, continuing west along the waterfront to East Falls Avenue, continuing east along Aliceanna Street until it intersects with Katyn Memorial Circle.

Certain funds have been set aside in the Federal funding authorization bill for the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, for the purpose of providing funding for enhancements to the transportation system, called the Transportation Enhancement Program (TEP). The Project Sponsor has requested to use the TEP funds for this project. The estimated cost for the project is \$6,669,234.00. The City's match is estimated at \$4,669,234.00. The MOU provides for the State to reimburse project costs.

MINUTES

Department of Transportation - cont'd

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with the Maryland Department of Transportation, State Highway Administration.

MINUTES

Department of Transportation - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with Newborn Holistic Ministries, Inc. The period of the MOU is effective upon Board approval for two years.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This MOU will establish a framework for Newborn Holistic Ministries, Inc. to install intersection art at the intersection of Pennsylvania Avenue and Presstman Street at the sole cost of Newborn Holistic Ministries, Inc.

Newborn Holistic Ministries, Inc. will be responsible for all on-going maintenance, including touch-ups, and graffiti removal, as well as complete removal of the work at the end of the permit period.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with Newborn Holistic Ministries, Inc.

MINUTES

Department of Transportation - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with Locust Point Civic Association, Inc. The period of the MOU is effective upon Board approval for two years.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This MOU will establish a framework for Locust Point Civic Association, Inc. to install intersection art at the intersection of Woodall Street and Fort Avenue, Decatur Street and Fort Avenue, Hull Street and Fort Avenue, Towson Street and Fort Avenue, and Andre Street and Fort Avenue.

Locust Point Civic Association, Inc. will be responsible for all on-going maintenance, of all aspects of the project, including touch-ups, and graffiti removal during the project, as well as complete removal of the work at the end of the permit period. Locust Point Civic Association, Inc. will also be responsible for the installation of the intersection art at its sole cost using an approved pavement marking with an antiskid additive, if necessary.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with Locust Point Civic Association, Inc.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- | | | |
|--|-------------|-------------|
| 1. TELEVERE SYSTEMS | \$25,400.00 | Sole Source |
| Solicitation No. 08000 - Televere ScanXScout and Tigerview Software - Police Department - Req. No. R603366 | | |

The vendor is the sole distributor and proprietor of the required bundled system and associated software to be used by the Police Department Bomb Squad.

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|---|---------|---------|
| 2. LEGAL FILES SOFTWARE, INC. | \$ 0.00 | Low Bid |
| Solicitation No. B50001829 - Maintenance of Case Management System - Office of Inspector General - P.O. No. P517713 | | |

On June 8, 2011, the Board approved the initial award in the amount of \$34,734.00. The period of the renewal is June 8, 2012 through June 7, 2013.

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|---|-------------|----------------------|
| 3. PITNEY BOWES GLOBAL FINANCIAL SERVICES, LLC | \$53,040.00 | Cooperative Contract |
| Contract No. MD1B7900227 - Mailroom Equipment - Finance Department - Req. No. R601755 | | |

The State of Maryland awarded the competitively bid Contract 1B7900227 to Pitney Bowes Global Financial Services, LLC for Mailroom Equipment that will expire on June 30, 2012. This is for a five year lease for postage mailing system equipment. No advantage would be gained by the City in replicating the State of Maryland's considerable efforts in establishing this contract. The period of the contract is July 1, 2012 through June 30, 2017.

MWBOO GRANTED A WAIVER.

(FILE NO. 57040)

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 4. <u>GWAVA TECHNOLOGIES, INC.</u> | <u>\$ 85,920.00</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - GWAVA Retain/Restore Software -
Police Department - Req. No. R601029 | | |

GWAVA Technologies, Inc. is the developer and sole source of maintenance and support for the E-discovery system which is uniquely capable of providing flexibility and compatibility with currently used systems within the Police Department. The period of award is May 23, 2012 through May 22, 2013.

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 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

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|--|---------------------|-----------------|
| 5. <u>LION APPAREL</u> | <u>\$150,000.00</u> | <u>Increase</u> |
| Baltimore County Contract Number 923 - Firefighter Turnout
Gear Cleaning - Fire Department - P.O. No. P517869 | | |

On August 10, 2011, the Board approved the initial award in the amount of \$300,000.00. On May 4, 2012, an increase in the amount of \$50,000.00 was approved. The Fire Department has requested additional funding to accommodate additional requirements. This increase will make the total award amount \$500,000.00.

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| 6. <u>MASIMO AMERICAS, INC.</u> | <u>\$ 50,000.00</u> | <u>Renewal</u> |
| Solicitation No. 08000 - Rad-57 CO-Oximeters - Fire
Department - P.O. No. P517483 | | |

On June 29, 2011, the Board approved the initial award in the amount of \$50,000.00. The award contained five 1-year renewal options. The Rad-57 CO-Oximeters are currently the standardized system used throughout the Fire Department.

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

This equipment is only available through the developer and sole distributor. The renewal in the amount of \$50,000.00 is for the period July 1, 2012 through June 30, 2013, with four 1-year renewal options remaining.

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

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|---|--------------|---------|
| 7. UNIVERSAL SECURITY
INSTRUMENTS, INC. | \$105,840.00 | Renewal |
| Solicitation No. B50001108 - Smoke & Fire Alarms - Fire Department - P.O. P509168 | | |

On July 15, 2009, the Board approved the initial award in the amount of \$105,840.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$105,840.00 is for the period July 15, 2012 through July 14, 2013.

MWBOO GRANTED A WAIVER.

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| 8. ALLIED WASTE SERVICES | \$ 80,000.00 | Extension |
| Solicitation No. BP 07192 - Refuse Collection and Disposal for Baltimore Convention Center - Convention Center - P.O. No. P513841 | | |

On July 11, 2007, the Board approved the initial award in the amount of \$348,198.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This contract has a one-year renewal option available, however, on May 1, 2012, MWBOO found the vendor in non-

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

compliance. An extension in lieu of a renewal is needed to maintain continuity of services until a new contract is put in place. This extension in the amount of \$80,000.00 is for the period July 1, 2012 through December 31, 2012.

MWBOO SET GOALS OF 13% MBE AND 6% WBE.

MBE: L&J Construction 6.6%

WBE: A2Z Environmental Group 0.0%

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

- | | | |
|--|--------------|-----------|
| 9. PRAXAIR INC. | \$ 50,000.00 | Extension |
| Solicitation No. 06000 - Liquid Oxygen - Department of Public Works, Bureau of Water and Wastewater - Req. No. P510889 | | |

On March 4, 2009, the Board approved the initial award. Subsequent actions were approved. A new solicitation, B50002343 for this requirement has been issued. An extension of the existing contract is needed to maintain continuity of services until a new contract is in place. This extension in the amount of \$50,000.00 is for the period May 31, 2012 through September 30, 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 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

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

		<u>Item Nos.</u>	
10. AMERICAN TRAFFIC SAFETY MATERIALS, INC.	\$0.00	7-11	Renewal
OSBURN ASSOCIATES, INC.	\$0.00	1-6, & 12	Renewal
Solicitation No. B50001914 - Reflective Sign Sheeting - Department of Transportation - Req. Nos. P517819 and P517810			

On July 13, 2011, the Board approved the initial award. This is first of four one-year renewal options. The renewal is for the period July 13, 2012 through July 12, 2013.

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 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

MWBOO GRANTED A WAIVER.

11. T. E BYERLY CO. INC.	\$ 62,614.66	Sole Source
Solicitation No. 08000 - BIF Hydraulic Valve Cylinder Parts - Department of Bureau of Water and Wastewater - Req. No. R597397		

The vendor is the product manufacturer's sole authorized distributor of BIF valve replacement parts. These parts are for the repair and maintenance of the hydraulic actuators that operate the control valves for the filters at Montebello Water Treatment Plants 1 & 2.

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

12. McAfee ELECTION

SERVICES, INC.	\$ 96,876.00	Increase
Solicitation No. 06000 - Election Services - Board of Elections - Req. No. P519968		

On May 26, 2010, the Board approved the initial award. Subsequent actions were approved. This increase is for a recent State mandate for more intensive maintenance statewide. This contract will expire on April 30, 2013 with no renewal options remaining. This increase makes the total contract amount \$2,929,014.80.

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 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

MWBOO GRANTED A WAIVER.

13. AMERICAN EUROCOPTER CORPORATION	\$950,000.00	Sole Source/ Agreement
Solicitation No. 08000 - Helicopter Parts & Maintenance - Police Department - Req. No. R570149		

The Board is requested to approve and authorize execution of an agreement with American Eurocopter Corporation. The period of the agreement is May 23, 2012 through May 22, 2013, with five 1-year renewal options.

The American Eurocopter Corporation is the manufacturer of the EC120 helicopter used by the Police Department and is the sole source of maintenance, parts and inspections for helicopters currently in use.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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

(FILE NO. 57249)

14. SMG	\$ 50,000.00	Extension
Solicitation No. 06000 - Manage and Operate the Baltimore Arena - Department of Finance - Req. No. N/A		

On June 3, 1998, the Board approved the initial award in the amount of \$435,000.00. Subsequent actions have been approved. Due to research and possible restructuring of specifications, this month-to-month extension, in the amount of \$50,000.00, is not to exceed the period of June 30, 2012 through December 31, 2012, or until the award of a new contract.

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

MWOO SET GOALS OF 20% MBE AND 10% WBE.

MBE:	South Mountain Mechanical Contractors	34.58%
	Special Events Medical Services	0.00%
	Taste Event Catering	0.00%

WBE:	Crown Foods	29.43%
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MWBOO FOUND VENDOR IN COMPLIANCE.**(FILE NO. 54818)**

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

15. NORTH AMERICAN CAST

IRON PRODUCTS, INC.	\$0.00	
CAPITOL FOUNDRY OF VA, INC.	\$0.00	Extension

Solicitation No. B50000412 - Gray Iron Manhole Covers & Frames
- Departments Various - Req. Nos. P.O. P502313 & P502314

On May 28, 2008, the Board approved the initial award in the amount of \$950,000.00. Subsequent actions have been approved. A new solicitation for this requirement is being prepared with the consolidation of requirements of various agencies. This no cost extension of the existing contract is needed to maintain the continuity of services until a new contract is put in place. The period of this extension is May 31, 2012 through August 31, 2012.

MWBOO GRANTED A WAIVER.

16. TELE-TECTOR OF MARYLAND, INC.	\$ 2,151,419.00	Increase & Renewal
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Solicitation No. B50001080 - CCTV Maintenance & Platform Integration - Mayor's Office on Criminal Justice/Department of Transportation - Req. No. N/A

On July 1, 2009, the Board approved the initial award in the amount of \$2,800,000.00. Subsequent actions have been approved. This is the first of three two-year renewal options and an increase before the renewal date is needed to allow the addition of the Department of Transportation requirements. The period of this increase and renewal is July 1, 2012 through June 30, 2014.

MBE: Paniaqua's Enterprise, Inc. 7%

WBE: Fleet Electric, Inc. 3%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

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

(FILE NO. 57303)

UPON MOTION duly made and seconded, the Board approved informal awards, renewals, increases to contracts, and the extensions. In addition, the Board approved and authorized execution of the agreement with the American Eurocopter Corporation. Mr. Harry Black, acting on behalf of the Honorable Mayor Stephanie Rawlings-Blake, **ABSTAINED** on Item No. 8. The Honorable Vice President Edward Reisinger, acting on behalf of the Honorable President Bernard C. "Jack" Young, **ABSTAINED** on Item Nos. 9 and 11. The Comptroller **ABSTAINED** on Item No. 8.

Clerk's Note: "Correspondence was received from Ms. Kim Trueheart for Item No. 8, which was submitted to the Board members for review. As Ms. Trueheart's does not have a specific interest that is different from that than the general public, the Board will not hear her objections. The correspondence has been sent to the submitting agency to respond directly to Ms. Trueheart.

Kim A. Trueheart

May 22, 2012

Board of Estimates
Attn: Clerk
City Hall, Room 204
100 N. Holliday Street,
Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of Baltimore City, of which I am a member, in good standing.

The following details are provided to initiate this action as required by the Board of Estimates:

1. Whom you represent: Self
2. What the issues are: Page 63, Bureau of Purchases - Solicitation No. BP 07192 -- Refuse Collection and Disposal for Baltimore Convention Center if approved:
 - a. Violates Baltimore City Minority and Women's Business Enterprise Law of November 27, 2007 (Ordinance 07-474).
 - i. Fails to identify penalties/sanctions imposed on vendor for non-compliance.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This onerous burden can only be relieved when the economic viability of local minority and women's businesses in my community is enhanced and this action does nothing to accomplish that end, instead it violates the current City Law (Ordinance) which was enacted for this very purpose.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on May 23, 2012.

If you have any questions regarding this request, please telephone me at (410) 205-5114.

Sincerely,

Kim Trueheart
Citizen

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

1931 - 1932

to the low bidders meeting the specifications,
and rejected the bid as indicated
for the reasons stated.

Mr. Harry Black, acting on behalf of the
Honorable Mayor Stephanie Rawlings-Blake,

ABSTAINED on Item No. 4.

The Honorable Vice President Edward Reisinger,
acting on behalf of the Honorable
President Bernard C. "Jack" Young,

ABSTAINED on Item No. 3.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Purchases

1. B50002202, Quality Management Software System for Environmental Health (Health Department) Jadian Enterprises, Inc. \$ 90,169.00

MWBOO GRANTED A WAIVER.

2. B50002255, Fabricate Deliver & Install Signs (Department of Recreation and Parks) Color-Ad, Inc. \$ 75,460.00

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

Clerk's Note: "Correspondence was received from Ms. Kim Trueheart for this item, which was submitted to the Board members for review. As Ms. Trueheart's does not have a specific interest that is different from that than the general public, the Board will not hear her objections. The correspondence has been sent to the submitting agency to respond directly to Ms. Trueheart.

Kim A. Trueheart

May 23, 2012

Board of Estimates
Attn: Clerk
City Hall, Room 204
100 N. Holliday Street,
Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City neighborhoods surrounding the underfunded Liberty Recreation Center located at 3901 Maine Ave, of which I am a resident member.

The following details are provided to initiate this action as required by the Board of Estimates:

1. Whom you represent: Self
What the issues are: Page 70, Item #2 - Bureau of Purchases - B50002255 if approved:
 - i. Demonstrates another questionable purchase by the Department of Recreation and Parks which has a history of questionable management and administration of scarce municipal resources;
 - ii. Demonstrates the continued DISS-Investment of municipal funds in sorely neglected Baltimore City Recreation Centers;
 - iii. Demonstrates that funds expended by the Department of Recreation and Parks need to be suspended until a complete and thorough AUDIT of the entire Department budget. Both the Mayor's Transition Team (2010) and the Mayor's Recreation Task Force (2011) reports recommended a complete and thorough AUDIT of the Department however, to date, none has occurred. I request an immediate AUDIT to ascertain the presence of similar questionable expenditures.
 - iv. Please provide the justification for "MWBOO SET GOALS OF 0% MBE AND 0% WBE" for this action.
2. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden will be exacerbated by this wasteful and abusive use of scarce municipal resources which should more appropriately be spent to provide direct services and support to operations and management of recreation centers. These centers have been woefully and intentionally underfunded and are thus incapable of successfully providing opportunity and access to quality recreational services and programs for our most vulnerable residents, children and seniors, myself included.

5519 Belleville Ave
Baltimore, MD 21207

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on May 23, 2012.

If you have any questions regarding this request, please telephone me at (410) 205-5114.

Sincerely,

Kim Trueheart
Citizen

5519 Belleville Ave
Baltimore, MD 21207

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Purchases

- | | | | |
|----|---|--|--------------|
| 3. | B50002341, Multi
Sizes Fire Hydrants
& Replacement Parts
(Bureau of Water and
Wastewater) | HD Supply Waterworks
Limited Partnership
a/k/a HD Supply
Waterworks | \$740,000.00 |
|----|---|--|--------------|

MWBOO GRANTED A WAIVER.

- | | | | |
|----|---|-------------|--------------|
| 4. | B50002371, Repair
Services for Level
300 Skylights
(Convention Center) | Harmon Inc. | \$549,000.00 |
|----|---|-------------|--------------|

MWBOO GRANTED A WAIVER.

MINUTES

Department of Communication Services - Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a consultant agreement with ARG, Inc. The period of the agreement is effective upon Board approval for six months.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On October 20, 2010, the Board approved a three year award to Paetec Communications to provide long distance telephone service for the City.

The Department of Communication Services intends to solicit prospective vendors capable of offering lower long distance rates on or before the existing contract expires.

ARG, Inc. has extensive knowledge in providing consulting, implementation, and ongoing customer service of wire line services including long distance. ARG, Inc. will work with the Department of Communication Services to determine an appropriate solution, by identifying long distance carriers capable of adequately meeting the City's requirements for long distance services.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the consultant agreement with ARG, Inc.

MINUTES

Department of Finance - General Fund Appropriation
Transfers

ACTION REQUESTED OF B/E:

The Board is requested to approve general fund appropriation transfers contained in the FY 2012 Ordinance of Estimates from the Department of Public Works and Department of Housing and Community Development to the Department of General Services.

AMOUNT OF MONEY AND SOURCE:

\$ 500,000.00 - From: Department of Public Works, Program 664
 - Waste Re-Use and Disposal

To: Department of General Services, Program
 731 - Facilities Management

700,000.00 - From: Department of Housing and Community
 Development, Program 745 - Housing Code
 Enforcement

To: Department of General Services, Program
 731 - Facilities Management

\$1,200,000.00

BACKGROUND/EXPLANATION:

These appropriation transfers are needed to provide additional operating expenses for the Department of General Services to support the extraordinary cost of the City's increased utility and energy expenses.

UPON MOTION duly made and seconded, the Board approved the general fund appropriation transfers contained in the FY 2012 Ordinance of Estimates from the Department of Public Works and Department of Housing and Community Development to the Department of General Services.

MINUTES**TRAVEL REQUEST**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Board of Elections</u>			
1. Sherri Jackson*	Maryland Assoc.	General	\$10,419.42
Edna Johnson*	of Elected	Funds	
Rochelle Lucas*	Officials Annual		
Hakima Shaulis*	Conference		
Armstead B.C.	Wisp Resort		
Jones, Sr.*	McHenry, MD		
Abigail	*June 3 - 6, 2012		
Goldman*	June 2 - 3, 2012		
Catherine	(Reg. Fee - *\$210.00,		
Brown*	\$120.00)		
Hanan Fleming*			
Kelly Norton*			
Eleanor Wang			
Frankie Powell			
Tara Andrews			
Cory McCray			
Lawrence Cager, Sr.			
Ann McNeille			

The subsistence rate for this location is \$123.00 per night. The hotel cost is \$109.89 per night plus occupancy taxes in the amount of \$11.99 per night. The Board of Elections is requesting an additional \$15.00 on June 3 and 6 to cover meals on Sunday and Wednesday, since those meals will not be provided by the conference organizer.

UPON MOTION duly made and seconded, the Board approved the above travel request.

MINUTES

Department of Public Works/ - Settlement and Release Agreement
Bureau of Water & Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a settlement and release agreement with the Praxair Distribution, Inc.

AMOUNT OF MONEY AND SOURCE:

\$3,610.40 - 2070-000000-5501-630001-604009

BACKGROUND/EXPLANATION:

The organization (formerly known as GT&S, Inc., or GTS-Welco) previously billed the City in the amount of \$8,710.63, which sum the City has been unable to verify. Neither GT&S-Welco, nor its successor Praxair, have been able to provide the City with verifiable proof of the disputed amount, which the City records show to be only \$3,610.40.

The City and Praxair now wish to settle and resolve any and all claims, demands, suits, and ligation that have been brought, could be brought, or might be brought in the future by either party against the other.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the settlement and release agreement with the Praxair Distribution, Inc. The Honorable Vice President Edward Reisinger, acting on behalf of the Honorable President Bernard C. "Jack" Young, **ABSTAINED**.

MINUTES

Mayor's Office of Information - Expenditure of Funds
Technology (MOIT)

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay the Washington College.

AMOUNT OF MONEY AND SOURCE:

\$10,980.00 - GIS Training @ \$366.00 p/p x 30
620.00 - One-day On-site GIS Educator
\$11,600.00 - 4000-435810-2010-683905-603020

BACKGROUND/EXPLANATION:

MOIT would like to obtain training for geographic information services (GIS) from the Washington College GIS Program. This training will be funded through Homeland Security FY 2009 funding and will provide online introductory GIS training for a total of 30 students Citywide.

The Washington College GIS Program is providing the City with a discounted rate of \$366.00 per student, which is an overall savings of 55%. A training coordinator will also be provided to assist all students with registration and provide them with an overview of the online training modules.

MOIT was originally informed that the funds awarded for training needed to be encumbered by the first week of February 2012. MOIT's Economic Geographic Information Services (EGIS) Unit had completed and submitted the request for payment as instructed by the end of January 2012.

Since this training was being purchased using Homeland Security grant funding, the EGIS was not initially aware that this purchase needed to go before the Board of Estimates for approval. The deadline for submitting items for the Homeland Security Preparedness Committee FY 2009 grant has since been extended to the end of April 2012.

MINUTES

MOIT - cont'd

The EGIS apologizes for assuming that the vendor had previously been paid and for not monitoring the purchase more meticulously prior to moving forward.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay the Washington College. The Honorable Vice President Edward Reisinger, acting on behalf of the Honorable President Bernard C. "Jack" Young, **ABSTAINED**.

MINUTES**PROPOSAL AND SPECIFICATIONS**

- | | | |
|--|---|---|
| 1. <u>Dept. of Public Works/
Dept. of Recreation and
Parks</u> | - | RP 08822, Cimaglia Park at
Fort Holabird
BIDS TO BE RECV'D: 06/27/2012
<u>BIDS TO BE OPENED: 06/27/2012</u> |
| 2. <u>Bureau of Water and
Wastewater</u> | - | WC No. 1222, RG Steel East
Billing Meter Improvements
BIDS TO BE RECV'D: 06/27/2012
<u>BIDS TO BE OPENED: 06/27/2012</u> |

There being no objections, the Board, UPON MOTION duly made and seconded, approved the above-listed Proposals and Specifications to be advertised for receipt and opening of bids on the date indicated. The Honorable Vice President Edward Reisinger, acting on behalf of the Honorable President Bernard C. "Jack" Young, **ABSTAINED** on Item No. 2.

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

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

Bureau of Water and Wastewater - SC 863, Parking Lots and Other Outdoor Improvements to the Administration Building at the Back River Wastewater Treatment Plant
BIDS TO BE RECV'D: 06/06/2012
BIDS TO BE OPENED: 06/06/2012

Bureau of Purchases - B50002404, Uniforms for the Department of Transportation (Traffic and Safety Divisions of Baltimore City)
BIDS TO BE RECV'D: 06/06/2012
BIDS TO BE OPENED: 06/06/2012

MINUTES

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

Department of Transportation - TR 12016, Utility Locating Test Holes for Engineering Projects

AB Construction, Inc.
Underground Services, Inc.
Acumark, Inc.
Infra Map Corp.
Utility Locating With Insight
Accurate Infrastructure Data, Inc.

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BOARD OF ESTIMATES

5/23/2012

MINUTES

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, May 30, 2012.

JOAN M. PRATT
Secretary