

## MINUTES

REGULAR MEETING

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

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. Edward J. Gallagher, Director of Finance, to represent the Mayor and exercise her power at this Board meeting.

The meeting was called to order by the President.

Deputy Comptroller: "I would like to announce that the Board of Estimates will be in recess on June 2, 2010. The Board will not receive bids at 12:00 noon on June 2, 2010. The Board of Estimates will reconvene on June 9<sup>th</sup>, 2010."

**MINUTES**Department of Real Estate - Contracts of Sale, SCOPE Project

The Board is requested to approve and authorize execution of the contracts of sale for various properties.

<u>Purchaser/s</u>	<u>Properties</u>	<u>Sale Price</u>
1. 722 Duncan, LLC	916 N. Broadway	\$15,000.00
2. 2812 Strathmore Ave, LLC	1719 N. Calvert St.	\$25,000.00
3. 106 Belnord Ave, LLC	4000 Springdale Ave.	\$10,000.00
4. 106 Belnord Ave, LLC	4005 Springdale Ave.	\$10,000.00

The purchaser(s) agree to complete the renovation of the properties and obtain a Certificate of Occupancy no later than 18 months from the date of settlement.

On May 28, 2003, the Board approved an agreement with the Baltimore Economy and Efficiency Foundation, Inc. and the Greater Baltimore Board of Realtors, Inc. to allow the sale of City-owned properties under the SCOPE Project, which is an acronym for Selling City Owned Properties Efficiently.

Under this project, real estate brokers are responsible for marketing the properties and providing the City with sale contracts. Upon closing, they will be paid 8% of the sale proceeds, with a \$2,500.00 minimum fee.

**(FILE NO. 56663)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the contracts of sale for various aforementioned properties.

**MINUTES**

Department of Real Estate - Agreement of Sale

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement of sale with The Benedictine Society of Baltimore City for the property at 441 East Lynne Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$2,500.00 (Fair Market Value)

**BACKGROUND/EXPLANATION:**

The authority to sell this property was approved by City Council Ordinance No. 477, on December 6, 1973. The property, known as 441 East Lynne Avenue (Block 2142, Lot 061) was individually appraised at \$2,500.00. The sale of this property is part of a larger development project for The Benedictine Society of Baltimore City to provide senior citizen housing.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement of sale with The Benedictine Society of Baltimore City for the property at 441 East Lynne Avenue.

**MINUTES**

Department of Real Estate - Agreement of Sale

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement of sale with The Benedictine Society of Baltimore City for the property at 2639 Dulany Street.

**AMOUNT OF MONEY AND SOURCE:**

\$4,000.00 (Fair Market Value)

**BACKGROUND/EXPLANATION:**

The authority to sell this property, was approved by City Council Ordinance No. 477, on December 6, 1973. The property, known as 2639 Dulany Street (Block 2142, Lot 046) was individually appraised at \$4,000.00. The sale of this property is part of a larger development project for The Benedictine Society of Baltimore City to provide senior citizen housing.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement of sale with The Benedictine Society of Baltimore City for the property at 2639 Dulany Street.

**MINUTES**

Department of Real Estate - Agreement of Sale

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement of sale with The Benedictine Society of Baltimore City for the property at 2641 Dulany Street.

**AMOUNT OF MONEY AND SOURCE:**

\$4,000.00 (Fair Market Value)

**BACKGROUND/EXPLANATION:**

The authority to sell this property, as approved by City Council Ordinance No. 477, was approved on December 6, 1973. The property, known as 2641 Dulany Street (Block 2142, Lot 047) was individually appraised at \$4,000.00. The sale of this property is part of a larger development project for the Benedictine Society of Baltimore City to provide senior citizen housing.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement of sale with The Benedictine Society of Baltimore City for the property at 2641 Dulany Street.

**MINUTES**

Department of Real Estate - Agreement of Sale

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the agreement of sale with Robert Tillman and Hazel Tillman, purchasers, for the sale of the property known as 4314 Pimlico Road (Block 3307B, Lot 34).

**AMOUNT OF MONEY AND SOURCE:**

\$1,000.00 - Purchase price

**BACKGROUND/EXPLANATION:**

The authority to sell the property located at SW of Pimlico Road Rear 4314 Pimlico Road (Block 3307B, Lot 34) was approved by City Council Ordinance No. 447 on December 6, 1973. The purchasers are the adjoining owners and will use the property for parking.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement of sale with Robert Tillman and Hazel Tillman for the sale of the property known as 4314 Pimlico Road.

**MINUTES**Department of Real Estate - Amendment to Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve the amendment to a lease agreement with ABA Health Services, Inc., Tenant, for a portion of the property known as 3939 Reisterstown Road - 1<sup>st</sup> Floor, also known as Lower Park Heights Multipurpose Center, containing approximately 3,780 square feet. The period of the amendment to the lease agreement is February 8, 2010 through November 30, 2010, with one two-year renewal option.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Equal Monthly Installments</u>
\$33,072.00	\$2,756.00

**BACKGROUND/EXPLANATION:**

On December 1, 2008, the Board approved the initial agreement for the period December 1, 2008 through November 30, 2008.

The Tenant will be using the leased premise as office space for their administrative use, and for counseling services. The Tenant responsibilities include insurance, maintenance, janitorial, repairs, telephone services, and funding for fire prevention certification of the leased premises. The Space Utilization Committee approved this amendment to lease agreement on May 18, 2010. All other terms and conditions of the original agreement will remain in full force and effect.

UPON MOTION duly made and seconded, the Board approved the amendment to a lease agreement with ABA Health Services, Inc. for a portion of the property known as 3939 Reisterstown Road - 1<sup>st</sup> Floor, also known as Lower Park Heights Multipurpose Center.

**MINUTES**Department of Real Estate - Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the lease agreement with the State of Maryland, Lessee, for the rental of two parcels of land located under the JFX (I-83). Parcel One (JFC) is located under the JFX (I-83) in the vicinity of Guilford Avenue, Center Street, Madison Street and the Fallsway. Parcel Two (JFD) is located under the JFX (I-83) in the vicinity of Guilford Avenue, Eager Street, Madison Street and the Fallsway. The period of the amendment to the lease agreement is January 1, 2010 through December 31, 2011.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Equal Monthly Installments</u>
\$266,253.75	\$22,187.81

**BACKGROUND/EXPLANATION:**

On November 7, 2007, the Board approved the initial agreement for the period January 1, 2008 through December 31, 2009, with the option to renew for one additional two year period. There are no renewal options remaining.

The Space Utilization Committee approved this lease Agreement on May 18, 2010. All other terms and conditions of the original agreement will remain in full force and effect.

This Agreement was previously submitted to the Board, which approved the States' renewal option on December 9, 2009. It is now being re-submitted due to a delay in the State of Maryland's administrative process.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with the State of Maryland, for the rental of two parcels of land located under the Jones Falls Expressway.

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

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

Bensky Construction Co., LLC	\$ 8,000,000.00
M.E.B., Inc.	\$ 165,744,000.00
MSI Universal	\$ 3,753,000.00
Midlantic Piling, Inc.	\$ 8,000,000.00
Piping and Corrosion Specialties, Inc.	\$ 8,000,000.00
Power Component Systems, Inc.	\$ 8,000,000.00
Skanska USA Civil Southeast Inc.	\$ 100,881,000.00
Western Summit Constructors, Inc.	\$1,834,668,000.00

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:

Geo-Technology Associates, Inc.	Landscape Architect Engineer
Human & Rhode, Inc.	Architect Landscape Architect
KCW Engineering Technologies, Inc.	Engineer Land Survey Property Line Survey
Mincin Patel Milano, Inc.	Engineer
Morris & Ritchie Associates, Inc.	Architect Landscape Architect Engineer Land Survey

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

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

**MINUTES**Dept. 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. 3820 Falls Road	James L. Dimitri	Retain four awnings, one double face electric sign 8' x 4'
Annual Charge: \$ 380.50		
2. 1016 Light St.	Nikolas Diakokomninos	Outdoor seating 14' x 4'
Annual Charge: \$ 337.50		
3. 2908 O'Donnell St.	2908 O'Donnell St., Inc.	Outdoor seating 23' x 4'6", retain cornice sign 3' x 2'
Annual Charge: \$ 701.70		
4. 911 N. Charles St.	Stephen P. Kauffman	Outdoor seating 10' x 4'
Annual Charge: \$ 337.50		
5. 812-814 W. Fayette St.	Poppleton Cooperative, Inc.	One handicap ramp
Annual Charge: \$ 70.30		

## MINUTES

Dept. of General Services - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6. 321 W. Lexington St.	321 West Lexington, LLC	One awning w/ signage 36' x 2'9", one large flat sign 15' x 8'
Annual Charge: \$1,399.44		
7. 2840 O'Donnell St.	Anastasia Vasilakopoulos	One metal awning 75' x 7'2"
Annual Charge: \$1,127.70		
8. 4603 Eastern Ave.	Stat Properties I, LLC	One set of steps 5' x 5'
Annual Charge: \$ 70.30		
9. 4709 York Road	Trudy McNair	One flat sign 12' x 3'
Annual Charge: \$ 50.40		

There are no objections, since no protests were received.

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

**MINUTES**

Department of General Services - Developer's Agreement No. 1163

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of developer's agreement no. 1163 with Front Street Development, LLC, developer.

**AMOUNT OF MONEY AND SOURCE:**

\$12,560.00

**BACKGROUND/EXPLANATION:**

The developer would like to install new water service, to its proposed construction located in the vicinity of 300 Front Street. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

A Letter of Credit in the amount of \$12,560.00 has been issued to Front Street Development, LLC which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of developer's agreement no. 1163 with Front Street Development, LLC, developer.

## MINUTES

Commission on Aging and                    - Agreements  
Retirement Education (CARE)

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

1. **ALMOST HOME II ASSISTED LIVING, INC.**                    **\$ 7,800.00**  
**4813 GWYNN OAK AVENUE**

Account: 5000-534011-3250-319903-603051

2. **ROSEMARIE MANOR, LLC, t/a**                    **\$78,000.00**  
**ROSEMARIE MANOR - ASHBURTON**  
**3809 BELLE AVENUE**

Account: 5000-534011-3250-319904-603051

3. **ROSEMARIE MANOR, LLC, t/a**                    **\$39,000.00**  
**ROSEMARIE MANOR II, LLC**  
**3300 ALTO ROAD**

Account: 5000-534011-3250-319909-603051

**MWBOO GRANTED A WAIVER ON ITEM NOS. 2 AND 3.**

The above-listed organizations are enrolled in the Senior Assisted Living Group Home Subsidy Program. The program subsidizes senior assisted housing services for individuals age 62 and over who have temporary or periodic difficulties with the activities of daily living, and who require assistance in performing personal and household functions associated with complete independence pursuant to the provisions of Article 70B, Section 4 of the Annotated Code of Maryland. Senior Housing residents receive shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision. These services are provided at the organization's facility. The period of the agreement is July 1, 2010 through June 30, 2011.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Commission on Aging and Retirement Education - cont'd

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

**MINUTES**

Commission on Aging and  
Retirement Education (CARE)

- Notification of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of a revised notification of grant award (NGA) from the Maryland Department of Aging (MDoA). The period of the agreement is October 1, 2009 through September 30, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$79,396.00 - 6000-633510-3250-319300-000000

**BACKGROUND/EXPLANATION:**

On January 13, 2010, the Board approved the initial award from the MDoA for the Nutrition Services Incentive Program in the amount of \$207,247.00. On May 5, 2010, the Board approved the grant increase in the amount of \$21,721.00. This revised NGA in the amount of \$79,396.00 will make the total grant amount \$308,364.00 for FY 2010. The NGA is late because it was recently received from the MDoA.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved acceptance of the revised notification of grant award from the Maryland Department of Aging.

**MINUTES**

Commission on Aging and  
Retirement Education (CARE)

- Revised Notification  
of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of a revised notification of grant award (NGA) from the Maryland Department of Aging (MDoA). The period of the agreement is July 1, 2009 through June 30, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$47,215.00 - 5000-533810-3250-687200-600000

**BACKGROUND/EXPLANATION:**

On September 30, 2009, the Board approved the initial award from the MDoA for the Money Follows the Person (MFP) Program in the amount of \$217,713.00. The revised grant funds will be used to manage the MFP program and will increase the grant by \$47,215.00, and makes the total grant amount \$264,928.00 for FY 2010. The NGA is late because it was recently received from the MDoA.

**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 revised notification of grant award from the Maryland Department of Aging.

**MINUTES**

Mayor's Office of Minority & - Agreement  
Women-Owned Business Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the African American Heritage Festival Foundation, Inc. The period of the agreement is effective upon Board approval for 19 months.

**AMOUNT OF MONEY AND SOURCE:**

\$50,000.00 - payable upon Board approval  
45,000.00 - payable May 1, 2011  
\$95,000.00 - 1001-000000-1220-146500-607001

**BACKGROUND/EXPLANATION:**

The grant will be paid to the African American Heritage Festival Foundation, Inc. for the 2010 and 2011 (Festival). The Festival is a Family celebration of the history, culture, heritage, and the arts of African Americans. The Festival embraces rich traditions and is committed to providing cultural experiences from the African Diaspora. The three-day Festival attracts a local and national audience of more than 460,000 visitors. Embracing a spirit of community, the Festival includes a health and wellness village, empowerment financial village, arts, history and education village, and specific areas for children, vendors, entertainment, and community organizations. The festival will be held on June 18 through June 20, 2010 at the M&T Bank Stadium.

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Minority & Women-Owned Business Development - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the African American Heritage Festival Foundation, Inc.

MINUTES

TRANSFER OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,  
the Board approved the  
transfers of funds  
listed on the following pages:

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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 Transportation</u>			
1.	\$ 26,278.50	9950-902215-9507	9950-902539-9506-2
	Fed.	Const. Res.	Contingencies
		B & O Museum	Rehab. of B & O Museum South Carshop

This transfer will cover the deficit in the account and the costs associated with Change Order #6 on Contract No. TR 06301 to Trionfo Builders, Inc.

Department of Planning

2.	\$1,000,000.00	9904-901970-9129	9904-905970-9127
	2 <sup>nd</sup> Lyric Opera	2 <sup>nd</sup> Lyric Opera	2 <sup>nd</sup> Lyric Opera
	House Loan	House Loan	House Loan

The funds will be used for the expansion of the backstage area at the Lyric Opera House to enable greater use of the facility by more diverse productions.

**MINUTES**

Mayor's Office of Employment - Memorandum of Understanding  
Development (MOED)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with Baltimore Reads, Inc. (BRI). The period of the agreement is effective upon Board approval for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$8,048.04 - 4000-807510-6310-456000-404001

**BACKGROUND/EXPLANATION:**

The MOED will collaborate with the BRI for the implementation of services and programs for GED preparation and increased adult literacy. The services and programs will be provided at the MOED Eastside One-Stop Career Center.

The BRI will reimburse MOED for costs incurred in providing security guard coverage at the rate of \$14.74 per hour for up to ten and a half hours each week, during the term of this MOU.

**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 memorandum of understanding with Baltimore Reads, Inc.

**MINUTES**

Mayor's Office of Employment - Memorandum of Understanding  
Development (MOED)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a memorandum of understanding with East Baltimore Development Incorporated. The period of the agreement is January 1, 2010 through June 30, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$53,879.00 - 6000-661401-6390-490300-406001

**BACKGROUND/EXPLANATION:**

Under the terms of this agreement, MOED will provide workforce services that enhance job readiness and employment outcomes for East Baltimore residents.

The agreement is late because additional time was required to reach a comprehensive understanding between the parties.

**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 memorandum of understanding with East Baltimore Development Incorporated.

**MINUTES**

Health Department - Intergovernmental Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an intergovernmental agreement with the Housing Authority of Baltimore City (HABC). The period of the agreement is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The HABC will serve as a Volunteer Station for the Senior Companion Program.

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

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Health Department - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of Phase IV of the Public Health Emergency Response grant award from the Maryland Department of Health and Mental Hygiene, Office of Preparedness and Response. The period of the agreement is July 31, 2009 through June 30, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - 4000-497110-3150-682200-600000

**BACKGROUND/EXPLANATION:**

This award will provide supplemental funds to fund Phase IV of the Public Health Emergency Response (PHER) for the Pandemic (H1N1) 2009 Influenza Vaccination Campaign. The PHER IV funds are to be used exclusively to continue the 2009-2010 H1N1 vaccination campaign focusing on the following groups: 1) underserved and vulnerable populations, 2) Advisory Committee on Immunization Practices priority groups, 3) hard to reach populations, 4) population groups that consistently have lower than average seasonal influenza vaccination coverage rates, 5) population groups disproportionately affected by H1N1 morbidity and mortality, e.g. American Indians/Alaska Natives, and 6) adults with chronic conditions.

The grant award is late because the grant was awarded on March 29, 2010.

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of Phase IV of the Public Health Emergency Response grant award from the Maryland Department of Health and Mental Hygiene, Office of Preparedness and Response.

**MINUTES**

Health Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay Gen-Probe Sales and Services.

**AMOUNT OF MONEY AND SOURCE:**

\$10,000.00 - 1001-000000-3030-271800-604037

**BACKGROUND/EXPLANATION:**

This expenditure will pay an outstanding invoice for one additional STD test kit; 3011308 KIT, AC2 TIGRIS 1000 test/kit, which was purchased from Gen-Probe Sales and Services. The kit is used for testing patients for HIV infection.

One additional test kit was ordered against P504672, as the Department was waiting for the new Purchase Order (PO) from the Bureau of Purchases. The Department was unable to obtain an increase on P504672. This purchase order closed on December 31, 2009.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved an expenditure of funds to pay Gen-Probe Sales and Services.

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

The Board is requested to approve an expenditure of funds to pay Kennedy Personnel Services, Inc. The invoices are for the period of July 1, 2007 through January 31, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$	41,963.24	-	1001-000000-3030-271500-603026
	36,755.58	-	1001-000000-3030-271800-603026
	3,496.25	-	4000-422410-3050-283300-603026
	4,921.00	-	6000-625710-3080-294500-603012
	2,482.63	-	5000-524700-3020-271000-603026
	703.00	-	4000-422710-3080-294000-603026
	2,214.46	-	1001-000000-3000-262200-603026
	58,143.25	-	1001-000000-2400-258300-603026
	24,024.76	-	4000-423209-3080-294100-603012
	9,907.52	-	4000-423210-3080-294100-603012
	<u>\$ 184,611.69</u>		

**BACKGROUND/EXPLANATION:**

A Departmental review determined that the Baltimore City Health Department had received open invoices for services rendered by the Kennedy Personnel Services, Inc. The charges are accurate and complete. Although the Department attempted to secure approval for payment prior to incurring the expenses, the purchase orders were closed before the discovery of the open invoices. Accordingly, the Department is requesting permission of the Board to ratify the purchase and to pay the debt in full. The Department has an approved purchase order in effect to cover the expenses after January 31, 2010.

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

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved expenditure of funds to pay Kennedy Personnel Services, Inc.

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

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UPON MOTION duly made and seconded,  
the Board approved the  
Extra Work Orders and Transfers of Funds  
listed on the following pages:

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

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

## MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

1. EWO #001, \$245,695.64 - Project 964, Management and Inspection Services for Baltimore City's New Traffic System and Facility - Supplemental Agreement No. 2  


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\$ 251,628.42 - Sabra Wang & Associates, Inc. - -
2. EWO #002, \$36,455.85 - TR 07303, Resurfacing Parkside Drive from Mannasota Avenue to Sinclair Lane  


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\$ 409,046.91 \$18,531.65 Machado Construc- - -  
tion Co., Inc.
3. EWO #002, \$35,678.04 - TR 05312, Lombard Street Resurfacing from Martin Luther King Boulevard to President Street  


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\$1,657,500.00 \$ 5,810.00 Machado Construc- - -  
tion Co., Inc.

Bureau of Water & Wastewater

4. EWO #004, \$0.00 - W.C. 1137R, Installation of Anchorage System at Prettyboy Dam  


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\$5,993,400.00 \$16,590.02 Brayman Construc- 0 67%  
tion Corp.

**THE OVERRUNS AND UNDER RUNS CANCELLED EACH OTHER OUT.**

5. EWO #006, \$0.00 - ER 4010, Lower Stony Run Stream Restoration  


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\$ 916,444.66 \$50,651.03 Environmental 10 90%  
Quality Resources, Days  
LLC

**THE OVERRUNS AND UNDER RUNS CANCELLED EACH OTHER OUT.**

MINUTES

EXTRA WORK ORDERS

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

Bureau of Water & Wastewater

- |    |   |                |                |       |
|----|---|----------------|----------------|-------|
| 6. | EWO #032, \$355,193.78 - W.C. 1156, Locust Point Area Infrastructure Rehabilitation |                |                |       |
|    | \$7,883,300.00  | \$4,598,071.04 | Spiniello Com- | 0 99% |
|    |   |                | panies         |       |
| 7. | EWO #036, \$51,605.72 - W.C. 1156, Locust Point Area Infrastructure Rehabilitation  |                |                |       |
|    | \$7,883,300.00  | \$4,991,834.93 | Spiniello Com- | 0 99% |
|    |   |                | panies         |       |

8. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,000,000.00	9960-909100-9558	9960-906671-9557-2
Water Revenue	Constr. Res.	Extra Work
Bonds	Water Infra-	
	structure Rehab	

This transfer will provide funds to cover extra work order No. 032 for \$355,193.78, No. 034 for \$3,019.05, No. 036 for \$51,605.72, and other associated work under W.C. 1156, Locust Point Area Infrastructure Rehabilitation.

**MINUTES**Baltimore Municipal Golf Corporation - Financial Reports

The Board is requested to **NOTE** receipt of the following reports from the Municipal Golf Corporation:

1. the statements of financial position for the nine months ended September 30, 2009 and 2008,
2. the report on audits of financial statements for years ended December 31, 2009 and 2008, and
3. the proposed 2010 capital budget for the Baltimore Municipal Golf Corporation.

The Board **NOTED** receipt of the statements of financial position for the nine months ended September 30, 2009 and 2008; the report on audits of financial statements for years ended December 31, 2009 and 2008; and the proposed 2010 capital budget for the Baltimore Municipal Golf Corporation.

## MINUTES

Department of Housing and Community - Grant Agreements  
 Development/Baltimore Homeless  
 Services (BHS)

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

1. **SAFE AND SOUND: BALTIMORE'S CAMPAIGN** **\$ 85,000.00**  
**FOR CHILDREN AND YOUTH, INC.**

Account: 5000-585210-5750-649880-603051

The organization will conduct the Barclay Deconstruction Project, which will clear two large three-story row houses located at 2104 and 2110 North Calvert Street. This project will provide on-the-job training to nine Baltimore City ex-offenders who are receiving support services from the Jericho Re-entry Program of the Episcopal Community Services of Maryland. In addition to deconstruction training, the trainees will be involved in allied training to improve their competitiveness in the job market. The period of the agreement is June 1, 2010 through September 30, 2010.

**MWBOO GRANTED A WAIVER.**

2. **MUNICIPAL INFORMATION SYSTEMS, INC.** **\$112,420.00**  
**(MISI)**

Accounts: 4000-496211-3560-591495-603051  
 4000-485910-5750-643490-603051

The MISI will continue to maintain the server on which the Homeless Management Information Systems' database resides and evaluate, select, and subcontract with a qualified Internet Service Provider to provide local Internet access to users of the data system, as necessary. The organization will also provide four on-site training

**MINUTES**

DHCD - cont'd

sessions to staff during the period of this agreement. The period of the agreement is April 1, 2010 through March 31, 2011.

**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 aforementioned grant agreements.

**MINUTES**

Department of Housing and - Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Creative Alliance, Inc. The period of the agreement is September 1, 2009 through August 31, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$27,000.00 - 2089-208910-5930-531126-603051  
 48,000.00 - 2089-208910-5930-531130-603051  
**\$75,000.00**

**BACKGROUND/EXPLANATION:**

Under the terms of this agreement, the funds allow the Creative Alliance, Inc. to provide after-school educational activities and a summer arts program for youth. The organization will also provide a New Resident Program for immigrant and refugee groups residing in Southeast Baltimore.

**FOR FY 2010, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$12,877.00, AS FOLLOWS:**

**MBE:** \$1,931.00

**WBE:** \$ 643.00

On May 13, 2009, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2009 Annual Action Plan for the following formula programs:

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

**MINUTES**

DHCD - cont'd

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2009 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreement was delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**MINUTES**

Department of Housing and - Grant Agreements  
Community Development

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

1.	<b>PEOPLE'S HOMESTEADING GROUP, INC.</b>	<b>\$160,000.00</b>
	Accounts: 2089-208910-5930-512662-603051	\$ 75,000.00
	2089-208910-5930-512683-603051	\$ 30,000.00
	2089-208910-5930-512661-603051	\$ 25,000.00
	2089-208910-5930-512681-603051	\$ 30,000.00

Under the terms of this agreement, the funds will be used to subsidize the operating costs for the People's Homesteading Group, Inc. The costs are associated with the rehabilitation of vacant properties for resale to low-and-moderate-income families. The organization will act as its own general contractor. The People's Homesteading Group, Inc. will also carry out other community building activities to deliver specific neighborhood improvement projects, including community safety that will directly support the housing development projects within the Greenmount-Barclay-Midway areas. The period of the agreement is January 1, 2010 through December 31, 2010.

**MWBOO GRANTED A WAIVER.**

On May 13, 2009, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2009 Annual Action Plan for the following formula programs:

6. Community Development Block Grant (CDBG)
7. HOME Investment Partnership Act (HOME)
8. American Dream Downpayment Initiative (HOME)
9. Housing Opportunity for People with AIDS (HOPWA)
10. Emergency Shelter Grant Program (ESG)

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2009 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreement was delayed due to final negotiations and processing.

## MINUTES

DHCD - cont'd

2. **CITY OF BALTIMORE DEVELOPMENT CORPORATION** **\$ 50,000.00**

Account: 4000-485710-5750-642300-603051

Under the terms of this American Recovery and Reinvestment Act of 2009 Community Development Block Grant-R agreement, the funds will support the commercial Façade Improvement Grant program (FIG) by providing grants to complete commercial building façade improvements of contiguous properties in six low-and-moderate-income area commercial business districts. The goals of the FIG program are to 1) stimulate business recruitment and retention, 2) create economic and visual impacts, 3) reduce commercial vacancy rates, and 4) encourage growth and creation. The period of the agreement is February 1, 2010 through September 30, 2010.

On May 27, 2009, the Board approved a Resolution authorizing the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to accept American Recovery and Reinvestment Act of 2009 (ARRA) funds for the Community Development Block Grant (CDBG-R) Program.

Upon receipt of the Housing and Urban Development grant agreement for the CDBG-R funds on July 24, 2009, the DHCD's Contract Section began negotiating and processing CDBG-R agreements as awarded in the Substantial Amendment to the 2008 Annual Action Plan to be effective beginning October 1, 2009 and beyond. Consequently, the agreement was delayed due to final negotiations and processing.

**MWBOO GRANTED A WAIVER.**

**MINUTES**

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

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development for 3502 Cedardale Road

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a land disposition agreement with James Moore, III, developer, for the sale of property located at 3502 Cedardale Road.

**AMOUNT OF MONEY AND SOURCE:**

\$22,000.00 (Fair Market Value)

**BACKGROUND/EXPLANATION:**

The property located at 3502 Cedardale Road was appraised on March 11, 2010 and valued at \$22,000.00. Mr. Moore has agreed to pay the appraised value for the property. A good faith deposit of \$1,000.00 has been received and the remaining balance of \$21,000.00 will be paid at settlement.

Mr. Moore has been a Baltimore City resident for the past 52 years and has rehabilitated over 30 houses during this time. He is also a licensed general contractor with 19 years of experience. Mr. Moore would like to apply his general contracting experience to building a brand new home on the vacant lot at 3502 Cedardale Road. Once the house is completed, it will be placed on the market for sale.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with James Moore, III, developer, for the sale of property located at 3502 Cedardale Road.



## MINUTES

DHCD - cont'd

3. **ST. VERONICA'S ROMAN CATHOLIC CONGREGATION, INC./ST. VERONICA'S HEAD START PROGRAM** **\$ 15,000.00**

Account: 4000-486310-6050-671909-603026

The organization will provide Head Start services for 289 children and their families in Baltimore City.

- MWBOO GRANTED A WAIVER.**
4. **ASSOCIATED CATHOLIC CHARITIES, INC./ST. JEROME'S HEAD START PROGRAM** **\$ 27,506.00**

Account: 4000-486310-6050-671926-603026

The organization will provide Head Start services for 258 children and their families in Baltimore City.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

5. **ST. FRANCIS XAVIER ROMAN CATHOLIC CONGREGATION, INC./ST. FRANCIS XAVIER HEAD START PROGRAM** **\$ 15,000.00**

Account: 4000-486310-6050-671915-603026

The organization will provide Head Start services for 301 children and their families in Baltimore City.

**MWBOO GRANTED A WAIVER.**

## MINUTES

DHCD - cont'd

6. **YMCA OF CENTRAL MARYLAND, INC./EMILY PRICE JONES HEAD START PROGRAM** **\$ 45,000.00**

Account: 4000-486310-6050-671914-603026

The organization will provide Head Start services for 321 children and their families in Baltimore City.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned agreements with various delegate agencies for Head Start Programs.

**MINUTES**

Dept. of Communication Services - Services Agreement Renewal

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a one-year renewal of a service agreement with Verizon Maryland, Inc. (Verizon). The Board is also requested to authorize payment by Expenditure Authorization. The period of the renewal is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$500,000.00 Estimated Monthly Charge  
Account No. 2039-000000-1330-158400-603084

**BACKGROUND AND EXPLANATION:**

On July 30, 2008, the Board approved a one-year agreement with the option to renew for two one-year periods. This is the second one-year renewal option and will provide Centrex and related services for the City. A Request for Proposals for improved telephone service for the City of Baltimore to replace its current Centrex service has been issued and bids are due on June 23, 2010.

Because of the large number of Centrex phone lines the City currently has, the successful vendor would need approximately one year to commence implementation from Centrex service to a new technology. The new technology would be phased in over time. Therefore, the City would need to continue some Centrex services during the implementation.

It is hereby certified that the above services are of such a nature that no advantage will result in seeking, nor would it be practical to obtain competitive bids, Article VI, Section 11 (d)(i), of the Baltimore City Charter.

**MINUTES**

Dept. of Communication Services - cont'd

**(FILE NO. 55899)**

UPON MOTION duly made and seconded, the Board approved the one-year renewal of the service agreement with Verizon Maryland, Inc. The Board also authorized payment by Expenditure Authorization.

## MINUTES

Department of Audits - Performance Audit Report and  
Related Digest

The Board is requested to **NOTE** receipt of the Performance Audit Report and Related Digest.

Mentoring of Children of Incarcerated Parents grant program number 90CV0215 awarded to the Mayor's Office for the Children, Youth, and Families (Baltimore Rising, Inc.) from the U.S. Department of Health and Human Services follow-up review May 2010.

The Board deferred the audit reports and the related digest until June 09, 2010.

## 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 - Options</u>			
1. William A. Grant	959 N. Collington Ave.	G/R \$90.00	\$ 825.00
2. Irving Medin (deceased)	931 N. Collington Ave.	G/R \$72.00	\$ 600.00
Funds are available in account 9910-907420-9588-900000-704049, EBDI Project, Phase II.			
3. Ruth M. Pettis	437 E. 23 <sup>rd</sup> St.	L/H	\$63,400.00
Funds are available in account 9912-910713-9591-900000-704040, Barclay Project.			
4. Stanfield Properties, LLC.	1719 E. Preston St.	L/H	\$57,150.00
5. Ark Property Development, LLC.	1713 E. Biddle St.	F/S	\$13,000.00
6. Carolyn J. Class	2017 E. Eager St.	G/R \$39.00	\$ 358.00
7. Carolyn J. Class	2005 E. Eager St.	G/R \$36.00	\$ 330.00
8. Lillian Alston Gladden	1747 E. Preston St.	L/H	\$27,775.00
9. Robert R. Meek, Jr.	1737 Ellsworth St.	F/S	\$28,600.00

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

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 amount.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Condemnations</u>			
10. Dwight Matthews	942 N. Chester St.	L/H	\$31,700.00
11. Nako, Inc.	1753 E. Preston St.	L/H	\$24,700.00
12. T & L Properties I, Inc.	910 N. Chester St.	L/H	\$ 7,060.00

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

13. William L. Adams	2007 E. Eager St.	G/R	\$ 300.00
			\$36.00

Funds are available in account 9910-906416-9588-900000-704049, EBDI Project.

DHCD - Rescission and Approval

14. Albert M. Jones (Previous Owner)	2232 E. Madison St.	F/S	\$ 33,000.00
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On March 04, 2009, the Board approved the acquisition, by condemnation, of the fee simple interest in 2232 E. Madison Street for the amount of \$30,000.00. Since the original approval, the owner has agreed to the settlement price plus an administrative settlement increase of \$3,000.00. Therefore, the Board is requested to rescind its prior approval and approve the option to purchase the fee simple interest in 2232 E. Madison Street in the amount of \$33,000.00

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

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Rescission and Approval</u>			
15. Christopher French (New Owner)	2016 Barclay St.	L/H	\$79,000.00

On September 23, 2009, the Board approved the acquisition, by condemnation and quick-take, of the leasehold interest in 2016 Barclay St. from Julian Kozar and Trina Pappageorge for the amount of \$79,000.00. Since the original approval, the owner of the property has changed. The new owner, Christopher French, has agreed to a voluntary settlement. Therefore, the Board is requested to rescind its prior approval and approve the option to purchase from Mr. French the leasehold interest in 2016 Barclay St. in the amount of \$79,000.00.

Funds are available in account 9912-910713-9591-900000-704040, Barclay Project.

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

**MINUTES**Department of Finance - Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the United Way of Central Maryland (UWCM). The period of the agreement is effective upon Board approval and will terminate upon completion of the final audit and accounting for Campaign Year 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$306,885.00

**BACKGROUND/EXPLANATION:**

On December 12, 2008, the Board authorized the Department to negotiate annually with the UWCM to continue serving as operating agency of the Combined Charity Campaign for the City. This agreement will allow UWCM to manage the 2010 campaign.

**MBE/WBE PARTICIPATION:**

<b>MBE:</b>	Black Tie Caterers, LLC.	\$ 9,100.00	2.77%
	Silverback, LLC dba		
	KWIK Copy	17,180.00	5.37%
		<b>\$26,280.00</b>	<b>7.99%</b>
<b>WBE:</b>	Promotions Unlimited	\$11,445.00	3.48%
	Priority One Staffing		
	Services, Inc.	2,321.00	0.71%
	Cyantif*K	1,450.00	0.44%
		<b>\$15,216.00</b>	<b>4.63%</b>

**MWBOO FOUND THE VENDOR IN COMPLIANCE.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the United Way of Central Maryland.

**MINUTES**

Fire and Police Employees' - Amendment to Investment  
Retirement System (F&P) Management Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to Investment Management Agreement with Western Asset Management Company. The period of the amendment is retroactive to the inception of the agreement on July 26, 2006.

**AMOUNT OF MONEY AND SOURCE:**

No General Funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

On July 26, 2006 the F&P and Western Asset Management Company entered into an Investment Management Agreement to manage approximately \$87,800,000.00 of the F&P's fixed income assets for consideration of a performance based-based fee of 25 basis points base fee (.25%) plus 20% of performance in excess of the benchmark. Due to the volatility in the subprime mortgage market, F&P owes Western Asset Management Company approximately \$2,450,000.00 in management fees from the inception of the account through December 31, 2009. Recognizing the unusual circumstances resulting in these performance fees, Western Asset has agreed to calculate the F&P's fees from the inception on the contract going forward based on a standard fixed fee of 60 basis points, which would result in Western Asset's cumulatively receiving \$1,530,000.00 in management fees for the period beginning with the contract inception through December 31, 2009 a savings of approximately \$925,000.00 in fees.

**MBE/WBE PARTICIPATION:**

The Minority and Women's Business Opportunity Office has waived MBE/WBE utilization requirements for this contract.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to Investment Management Agreement with Western Asset Management Company.

MINUTES

Department of Transportation - Parking Meter Rate Adjustment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the adjustment of parking meter rates in the Downtown, Harbor East, Fells Point, Federal Hill, and Mount Vernon neighborhoods. The new meter rates would go into effect as soon as they could be implemented.

**AMOUNT OF MONEY AND SOURCE:**

<u>City Area</u>	<u>New Parking Rate per Hour</u>
Downtown	\$2.00
Harbor East	\$2.00
Fells Point	\$2.00
Federal Hill	\$2.00
Mount Vernon	\$2.00

Revenue - 2075-000000-2320-502400-402530

**BACKGROUND/EXPLANATION:**

Pursuant to Article 31, §7-8 of the Baltimore City Code, subject to the approval of the Board, the Director of the Department of Transportation may set the rates for any parking meters.

The Department and the Parking Authority believe that parking meter rate changes are needed and warranted in certain neighborhoods at this time.

Parking meters are parking control devices designed to help create turnover in on-street parking spaces so that short-term parkers, such as business patrons and visitors to the City, can more easily and quickly find a place to park. In order to be effective, parking meters must have hourly parking rates that help accomplish turnover of parking spaces. The parking meter rates must be high enough, in relation to off-street parking rates, to drive longer-term parkers (i.e. commuters and others who park all day or nearly all day) to off-street parking garages and lots.

## MINUTES

Department of Transportation - cont'd

Over the past several decades, parking meter rates have not kept pace with off-street parking rates in many areas of the City, so it is often less expensive to park all day on-street (and "feed" the parking meter) than to park in a nearby parking garage or lot. As a result, on-street parking spaces do not turn over frequently, and the negative effects of this situation are many:

- Business patrons and visitors to attractions in the City are not able to find on-street parking for short-term visits. This creates the perception that "parking is a problem" in the City, and may deter people from driving into the City to patronize businesses, restaurants, theaters, and other attractions and, as a result, hurts those businesses and attractions.
- As drivers circle City blocks looking for on-street parking spaces that are increasingly unavailable due to low turnover, City traffic becomes increasingly congested. This increased traffic congestion has the additional negative effect of producing more air-polluting auto emissions.
- When on-street parking spaces are less available, many more instances of double-parking result. Double-parking exacerbates traffic congestion, creates unsafe conditions for motorists, pedestrians, and bicyclists, and delays the responses of emergency vehicles.

Many other cities in the United States have adjusted their parking meter hourly rates in their most congested areas over the past several years in order to address issues of low on-street parking space turnover. Those cities include the following:

- Philadelphia - between \$2.00 per hour and \$3.00 per hour
- Washington, DC - \$2.00 per hour
- Pittsburgh - \$2.00 per hour
- New York City - \$2.50 per hour
- Chicago - between \$2.50 per hour and \$4.25 per hour
- Los Angeles - \$4.00 per hour
- San Francisco - between \$2.00 per hour to \$3.50 per hour

**MINUTES**

Department of Transportation - cont'd

The request to adjust the rates is based on the recommendation of the Parking Authority of Baltimore City.

The Board of Directors of the Parking Authority has reviewed the parking meter rate recommendations, and recommends approval.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board deferred the Parking Meter Rate Adjustment until June 09, 2010.

**MINUTES**

Department of Transportation - Traffic Impact Study Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a traffic impact study (TIS) agreement with WV Urban Development, LLC. The period of the agreement is effective for 60 business days after the initial payment is made, unless the parties agree in writing that additional time is needed.

**AMOUNT OF MONEY AND SOURCE:**

\$92,534.94

**BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 06-345, approved on November 11, 2006, requires a TIS before permits may be approved for projects, as determined by the Director of the Department of Transportation.

Under the terms of this agreement, a TIS for the Anderson Development at 115 W. 25th Street which will include 246,100 GSF of retail, 60 residential apartments and 1094 parking spaces. The anticipated cost of the TIS will be covered under Project No. 1059 On Call agreement, approved by the Board on December 12, 2007, however the payment will be made by WV Urban Development, LLC.

**MBE/WBE PARTICIPATION:**

N/A

**A LETTER OF PROTEST WAS BEEN RECEIVED FROM THE REMINGTON NEIGHBORHOOD ALLIANCE, INC.**

President: "The first item on the non routine agenda is located on Page 47, Department of Transportation, Traffic Impact Study Agreement. A protest has been received by the Remington Neighborhood Alliance. Will the parties please step forward and identify yourself."

## MINUTES

Mr. Jamie Kendrick, Deputy Director of DOT: "Good morning Mr. President, members of the Board. Requesting the Board's approval of a Traffic Impact Study to be conducted for a planned unit development on 25<sup>th</sup> Street and Howard Street. I would like to reserve my remarks until after the protest is entered."

President: "Okay."

Mr. Douglas Armstrong, Vice President, Remington Neighborhood

Alliance: "Here on behalf of Joan Floyd the President, the writer of the letter and the residents and homeowners in Remington. I have been provided a copy of what was the response of DOT and I have only a brief moment to look at it. But it is quite clear to me that there no one to be harmed by delaying this a week or two. Simply because, the agreement entered into between the developers and the Department of Transportation caps the amount of money to be spent on a Traffic Impact Study. The Traffic Impact Study is a draft. It was only presented to the community last night. There are still questions about the methodology, there are still questions about the way the scope was put together and as a result this approval is a final deal. There is not going to be no more traffic impact studies on this development. This 25<sup>th</sup> Street Station is 11½ acres; it is going to be the biggest piece of real estate developed in this part of town for a long time to come and probably in the entire City for

## MINUTES

a long time to come. I think that you as a body owe it to the citizens of Baltimore, and most of all to the community to give us an opportunity that if there are difficulties with the scope to have those corrected by the Traffic Impact Study. To have that Traffic Impact Study remain open so that it can be amended if it needs to be. That anything that is unforeseen can be dealt with. This is a developer who is eager and for intent purposes we should be prudent. You as a body should be prudent. There are no provisions that I can identify and I don't think that Mr. Kendrick can make a plausible argument although I am sure Mr. Jon Larja can, as to why you could then hold the developer's feet to the fire at a later date to find money for this. But at a \$121,000,000.00 that you are short, and all the other aspects that are facing the City, this City cannot afford to pay for something that this developer should be obligated to do on our behalf and this will have a huge impact on these communities and my residents, and there are people who could be very aggrieved by this, if this is not done prudently. So, I will leave that as my remarks and let Mr. Kendrick carry some law."

Mr. Kendrick: "Let the carrying begin. Mr. Chairman, members of the Board, this is a standard agreement that the Board has approved on more than 30 occasions, since the ordinance took

## MINUTES

effect in January 2007. Specifically, the RNA protest in writing notes that it would be premature for the Board to approve the agreement at this time, 'cap the developer's expense at a particular dollar amount'. In fact the process defined by Ordinance 06-345 requires that a scope and cost be developed in advance. Section 105 .3.2.5.2 of the Ordinance requires that area and scope of study be determined by the Department of Transportation, Section 105 3261 requires that the developer pay 50% of the cost of the study prior to the study being undertaken with the balance being paid after the study is completed but before the permit is issued. Clearly, in order to pay 50% of the cost of the study, the scope must be know in advance. Moreover, with regard to the question of holding the developer's feet to the fire, that is precisely why the language with the balance being paid after the study is completed, but before the permits are issued. The Department will not issue permits for which a satisfactory study and litigation agreement have not been agreed to. The Department recognizes that the development process is iterative owing to many factors including the community input. When developing agreements to conduct traffic impact study's the Department has included language at Section 2 B of the agreement which provides if at any time during the performance of the TIS the applicant makes significant changes

## MINUTES

in the size, scope, use or design of the development, the applicant agrees to immediately notify the Director and upon said receipt of such changes shall promptly adjust the consultant's scope of work and advise the applicant of additional costs or time delays. In fact several changes have been made to the developing the program during the course of the study process. Since this was first executed by the developer in late February, two changes have been made to the size of the development program and the scope although not materially adjusted in terms of the cost or size of the study area, the scope has been adjusted to reflect those development program changes. Finally, RNA alleges in its written protest that the scope of the traffic study has not yet been released to us. This is false, however, the scope of work was developed in consultation with community leaders beginning at a meeting on March 26' two representatives of RNA Ms. Joan Floyd and Mr. Armstrong attended and provided written comments on the scope of work. We have provided a copy of that and the sign in sheet to the members of the Board. Many, although not all of the comments were included in the final scope of work. The Department of Transportation looks forward to working with RNA and other stakeholders throughout the remainder of the process."

Mr. Armstrong: "Might I have an opportunity to close?"

## MINUTES

President: "Sure."

Mr. Armstrong: "Thank you. I would just bring to this body's attention, the issue of the Federal Hill Community's concerns about 1111 South Light Street and the difficulties concerning that Traffic Impact Study and the resulting approval of that TIS, and as a result that community being foreclosed upon. I am not only asking you not to foreclose upon our communities. Thank you very much."

Mr. Kendrick: "I know the Board has a special interest in 1111 South Light Street, Director Foxx had several members of our staff meet with members of the Federal Hill Neighborhood Alliance I believe it was which occurred two Friday's after the Board received the protest. I will not say that the substantive issues with regard to the Traffic Impact have been resolved, but we certainly heard the community's concerns. We believe that there are probably are some fixes that can be made in the neighborhood traffic patterns. Those do not owe however, to the Traffic Impact of the development. They owe to the ongoing issues with regard to parking and circulation in the neighborhood. That is not really at issue here. At issue here is the 25<sup>th</sup> Street scope of work which the protestant has commented upon several times and adjustments have been made as a result."

MINUTES

President: "Thank you. Is there a Motion?"

City Solicitor: "I would MOVE the approval of the Traffic Impact Study agreement."

Director of Public Works: "Second."

President: "All those in favor say AYE. All Opposed NAY. AYE's have it the Motion carries."

\* \* \* \* \*

**MINUTES****TRAVEL REQUESTS**Mayors Office of Government Relations

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1. Janelle Mumme	MD Municipal Conference League Ocean City, MD June 27 - 30, 2010 (Reg. \$569.00)	General Funds	\$1,526.00

Health Department

2. Deborah Hammond	Strategic National Stockpile Summit Atlanta, GA July 26 - 29, 2010	City Readiness Initiative	\$ 926.13
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Fire Department

3. Lloyd R. Carter	Lecture Visit Changzhou, Jiangsu People's Republic of China May 25 - June 4, 2010	People's Republic of China	\$ 0.00
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Mr. Lloyd R. Carter has been invited to give a series of lectures at the Changzhou Medical Emergency Center and to discuss the possibilities for future cooperative activities between the People's Republic of China and the City of Baltimore. All expenses for this trip will be paid by the People's Republic of China.

## MINUTES

TRAVEL REQUESTSDepartment of Law

4. David E. Ralph	Int'l. Municipal Lawyers Assoc. Top 50 Meeting Dallas, TX June 4 - 6, 2010	General Funds	\$ 934.00
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UPON MOTION duly made and seconded, the Board approved the travel requests.

**MINUTES**Baltimore Development Corporation - Local Government Resolution

The Board is requested to approve and authorize execution of the following local government resolution.

The listed organization is applying to the State of Maryland's Community Investment Tax Credits (CITC) Program. A local government resolution of support is required by the State for all applications to this program for funding.

<u>Organization</u>	<u>Amount</u>
1. <b>FELLS POINT MAIN STREET</b>	<b>\$15,000.00</b> <b>(CITC)</b>

The funds will be used to support the placement of a Public Ally who would be a Community Outreach Coordinator, working with the Fells Point Main Street committees, small businesses, residents, program staff and Board to accomplish their goals and objectives.

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

**MINUTES**

Sheriff Department - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from the Cal Ripken, Sr. Foundation (CRSF). The period of the grant award is January 1, 2010 through December 31, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$18,000.00

**BACKGROUND/EXPLANATION:**

The CRSF is funded by the Office of Juvenile Justice and Delinquency Prevention, and the Maryland Governor's Office of Crime Control and Prevention, under grant number BJRA-2009-1120. This grant supports the Sheriffs Department "Badges for Baseball Program." The Badges for Baseball Program was created to partner local law enforcement with area youth to provide mentorship and healthy choices. The program also teaches leadership and sportsmanship through learning objectives that are taught at the baseball camps. This is a unique program that will use funding provided by the CRSF. The CRSF hopes the learning objectives that are taught; along with the teamwork sessions presented will help build the character of its participants while fostering a safe environment to play baseball. The program will measure the behavioral changes in youth participants because of their participation in the program. The funds will be used to support part time personnel and the purchase of supplies and equipment.

**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 award from the Cal Ripken, Sr. Foundation.

**MINUTES**

Bureau of Water - Expenditure of Funds  
& Wastewater (BW&WW)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an expenditure of funds to pay the Susquehanna River Basin Commission.

**AMOUNT OF MONEY AND SOURCE:**

\$11,590.00 - 2071-000000-5520-397920-603026

**BACKGROUND/EXPLANATION:**

The BW&WW contracted with Patton Harris Rust and Associates (PHR+A) to determine the water resources necessary to sustain the water system through the year 2050. The PHR+A determined that the availability of an additional 60 MGD will be required to meet projected demands in 2050. Currently during drought the City utilizes the Susquehanna River to supplement the water drawn from Baltimore's three raw water reservoirs.

The 2001 settlement agreement between the City and the Susquehanna River Basin Commission limits withdrawals from the river to 64 MGD during low river flow. In order to meet the 2050 demands the BW&WW is submitting an application to the commission requesting authorization to withdraw 124 MGD during low flow conditions in the Susquehanna River. The review of this request will initially cost the City \$11,590.00. The Susquehanna River Basin has indicated that based on their initial findings they may require additional funds to cover a more extensive review.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the expenditure of funds to pay the Susquehanna River Basin Commission.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

On the recommendations of the City agencies

hereinafter named, the Board

UPON MOTION duly made and seconded,

awarded the formally advertised contracts

listed on the following pages:

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

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

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

1. TR 10022, Curb Repairs Citywide M. Luis Construction Co., Inc. \$188,514.00

**MBE:** Fallsway Construction Co., LLC \$10,000.00 5.30%  
 AJO Concrete Construction Co., Inc. 20,000.00 10.61%  
**\$30,000.00 15.91%**

**WBE:** Rowen Concrete, Inc. \$ 5,000.00 2.65%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$200,000.00	9950-902465-9509	
State Constr. Loan	Constr. Res. Curb Repairs	
16,791.68	" "	
<u>MVR</u>		
<b>\$216,791.68</b>		
\$188,514.50	-----	9950-904653-9508-6
		Struc. & Improv.
18,851.45	-----	9950-904653-9508-5
		Inspections
9,425.73	-----	9950-904653-9508-2
<u></u>		Contingencies -
<b>\$216,791.68</b>		Citywide Curb Repairs

This transfer will provide funds to cover the costs associated with the award of TR 10022 to M. Luis Construction Co., Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water & Wastewater

3.	WC 1164, Towson Finished Water Reservoir Cover & Miscellaneous Repairs	The Whiting-Turner - Contracting Co., Inc.	\$18,393,000.00
	<b>MBE:</b> Superior Reinforcing, Inc.		\$1,760,000.00 9.57%
	Horton Mechanical Contractors, Inc.		3,262,500.00 <u>17.74%</u>
			<b>\$5,022,500.00</b> <b>27.31%</b>
	<b>WBE:</b> Janis Rettaliata Huber Welding Ser- vices, LLC		\$ 15,000.00 300,000.00 1.63%
	Moisture Proof & Masonry, Inc.		425,000.00 <u>2.31%</u>
			<b>\$ 740,000.00</b> <b>4.02%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT'S</u>
\$14,912,014.39 Baltimore Co.	9960-907713-9558- 200001 - Constr. Res. - Towson Finished Water Reservoir Cover	
9,366,745.61 Water Revenue Bonds	" "	
<u>\$24,278,760.00</u>		

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT'S</u>
<u>Bureau of Water &amp; Wastewater - cont'd</u>		
\$ 1,839,300.00	-----	9960-903709-9557-2 Extra Work
1,839,300.00	-----	9960-903709-9557-3 Design
1,103,580.00	-----	9960-903709-9557-5 Inspection
18,393,000.00	-----	9960-903709-9557-6 Construction
<u>1,103,580.00</u>	-----	9960-903709-9557-9 Administrative
<b><u>\$24,278,760.00</u></b>		

This transfer will provide funds to cover the costs associated with the award of WC 1164, Towson Finished Water Reservoir Cover.

Department of Recreation & Parks

5. RP 07825, Roosevelt Park Site Improve- ment	Bensky Construction Co., LLC	\$576,000.00
<b>MBE:</b> Priority Construction Corp.	\$105,000.00	18.22%
<b>WBE:</b> William T. King, Inc. McCall Trucking, Inc.	\$ 16,900.00 <u>6,435.00</u>	2.93% <u>1.12%</u>
	<b><u>\$ 23,335.00</u></b>	<b><u>4.05%</u></b>

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT'S</u>
<u>Department of Recreation &amp; Parks - cont'd</u>		

6. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$182,000.00 State	9938-913001-9475 Res. - Unallotted	
363,000.00 State	9938-902725-9475 Res. - Roosevelt Park Master Plan	
27,000.00 Rec. & Pks. <u>23<sup>rd</sup> Series</u>	9938-902668-9475 Res. - Park Perimeter Improv.	
<b><u>\$572,000.00</u></b>		
\$182,000.00	-----	9938-901694-9474 Active - Roosevelt Park Master Plan
390,000.00 <b><u>\$572,000.00</u></b>	-----	9938-901725 Active - Roosevelt Park Master Plan

The transfer will provide funds to cover the costs associated with the award of RP 07825 to Bensky Construction Co., Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation & Parks

7. RP 10809, Patter- Machado Construction Co., \$122,697.55  
 son Park Entrance Inc.  
 at Patterson Park  
 Avenue & Baltimore  
 Street

**MBE:** M & F Contracting Co. \$27,500.00 22.41%  
**WBE:** McCall Trucking, Inc. \$ 7,800.00 6.36%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**A LETTER OF PROTEST WAS RECEIVED FROM MIRABILE CONSTRUCTION COMPANY.**

8. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$124,000.00	9938-902668-9475	9938-901668-9474
State	Reserve - Park Perimeter Improv.	Active - Park Perimeter Improv.

This transfer will provide funds to cover costs associated with the award of RP 10809, Patterson Park Entrance at Patterson Park Avenue and Baltimore Street to Machado Construction Co., Inc.

President: "The next item on the non routine agenda is located on Page 57 #7 and #8. The Department of Recreation and Parks RP 10809, Patterson Park Entrance at Patterson Park Avenue and Baltimore Street. Will the parties step forward?"

## MINUTES

Mr. Friesner: "Good morning Mr. President, members of the Board of Estimates. This morning we are here about Rec. and Parks project, 10809."

Deputy Comptroller: "Provide your name please."

Mr. Friesner: "My name is John Friesner."

President: "You can pull the mic up."

Mr. Friesner: "Department of Public Works, Contract Administration. The project Recreation and Parks, 10809 Patterson Park Entrance at Patterson Park Avenue & Baltimore Street. The project was advertised on January 22, bids opened on February 24. We received eight bids. They ranged from \$104,742.00 to \$297,560.00. We are here today to recommend award to the second Machado Construction, the low bidder Mirabile Construction was found to be non compliant. The first three bidders -- both bidders are under the engineers estimate on this project, and that is the status as off right now."

Ms. Shirley Williams, Minority and Women's Enterprise Office:

"The MBE goal for the contract is 22%, the WBE goal is 6%. The low bidder Mirabile achieved the MBE goal but did not achieve the WBE goal. We found the contractor in non compliance because

## MINUTES

on Form C the Statement of Intent, there are no services listed for the named WBE McCall Trucking. That is important because, Form C, the Statement of Intent is the only document in the bid packet that contains the name of the MBE, the WBE, the services to be performed, the amount of the services and the signature of both. So, it is very important for that reason that we have comprehensive information regarding the services to be performed."

President: "Okay."

Mr. Bruce ??????????????, Machado Construction, Co., Inc.: "I am the second bidder in the post award contractor. I would just like to state three years, Machado Construction turned a price in and on our ---."

President: "I thought he was the protestant. Are you the protestant?"

Deputy Comptroller: "No. He is the recommended awardee."

President: "Okay. Sorry."

Mr. Santo Mirabile, Vice President, Mirabile Construction Co.:

"I am representing the company to discuss the exclusion of the services provided on the MBE form and the discuss if possible as a curable item. Shall I proceed? The form that is in question that has the exclusion of the services provided in our opinion, we do agree that the services to be provided were excluded from

## MINUTES

that particular line. However, we feel that it is redundant item on this form for several reasons. The first being that the services to be provided are listed in the name of WBE excuse me that is being named that being McCall Trucking. They obviously provide trucking services. So it would be redundant to write trucking on the line below. Additionally, the form does list the WBE's certification number, which if looked up will provide all services that they are permissible to render. So again, there is some redundancy in that the information is available, based off of their certification number, which was listed, and additionally, the form is signed by the WBE, which shows their commitment to providing the appropriate percentage of WBE participation on the project. So, we feel that it is a technicality that would basically cost the City thousands of dollars to not overlook because of a simple word being left out and that word being trucking. Though the word is already listed, though the information is readily available by looking up the minority certification, and the agreement has been made with the minority to provided whatever services they're permitted to meet the goal."

## MINUTES

President: "Ms. Williams, is that a normal practice for the City to look up?"

Ms. Williams: "No. The contractor has to designate the services to be performed. Because, we have some MBE's that are certified to provide multiple services and we cannot assume what the contractor intends. The contractor is obligated to tell us what the MBE or WBE will be doing."

President: "Okay."

Mr. Mirabile: "May I respond?"

President: "Sure".

Mr. Mirabile: "To my knowledge, this WBE only has one service listed which is trucking. There is not much else that she can offer."

City Solicitor: "You know this hurts. I mean this is \$18,000.00 or whatever the difference is and it hurts the City. But we can't just let a half filled out forms on an important program come through and say oh well that is a technical error, we can figure out from the name of this company, maybe not from the name of that company, but here trucking is trucking. Trucking companies will often do other things and they are certified for

## MINUTES

multiple services. So it really is important that you give this information and while it hurt us to not be able to award it to the low bidder, maybe it will helpful in the long run, because you and others will come to appreciate that it is really important to put that information down on the Form C."

Mr. Mirabile: "If I may, I feel that the information is provided on the form."

City Solicitor: "Not really."

Mr. Mirabile: "It just requires just an extra step to look for. Again, you are looking at the line above, which states we are looking at their ---."

City Solicitor: "I think the world just generally speaking does not assume that the name of the company submitting the form suffices to replace information that you required to submit on the form itself."

President: "Okay. You are already ahead of the game. Why would you want to say anything? I will entertain a Motion."

City Solicitor: "I MOVE to deny the protest and approve the award as requested by the agency."

Director of Public Works: "Second."

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

\* \* \* \* \*

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

9.	B50001439, PPE Ensembles & Tactical Face Mask Breathing Systems	National Safety Supply, Inc. Fisher Scientific Hagemeyer North America	\$ 20,000.00  550,000.00 110,000.00 <u>\$680,000.00</u>
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**MWBOO GRANTED A WAIVER.**

10.	B50001206, Food Service for Eating Together in Balti- more Program	Germain Holdings, LLC d/b/a Overlea Caterers, Inc.	\$1,536,150.00
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**MBE:** Britts's Food Transport 12.00%

**WBE:** Shalom Catering Corp. 7.00%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

11.	B50001426, Furnish & Deliver Authenic Korean Meals	T & J Jeong	\$ 55,100.00
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**MWBOO GRANTED A WAIVER.**

**MINUTES**

Department of General Services - Alley Gating Lease

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an alley gating lease with the Midtown Special Benefits District, Inc. The period of the agreement is effective upon Board approval for five years with four 5-year renewal options.

**AMOUNT OF MONEY AND SOURCE:**

Midtown Belvedere Special Benefits District will be solely responsible for all costs and fees for this project.

**BACKGROUND/EXPLANATION:**

The Midtown Special Benefits District, Inc. is proposing to gate four alley ways in accordance with the Alley Gating Ordinance and procedures. The gates will provide a safer and more secure environment for the neighbors. A public hearing was held and there were no objections to the gating of the alleys from the agency or property owners.

The Police and Fire Departments affirmatively supported the project and after the conclusion of the hearing, the application was approved. A lease is required under the Alley Gating Ordinance.

The Space Utilization Committee approved the alley gating lease on May 18, 2010.

**(FILE NO. 55221A)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the alley gating lease with the Midtown Special Benefits District, Inc.

**MINUTES**

Parking Authority (PABC) - Maintenance Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a maintenance agreement with CALE Parking Systems USA, Inc.(CALE). The period of the agreement is April 1, 2010 through March 31, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$ 7,112.00 - 2075-000000-5800-408700-607001 (FY2010)  
78,232.00 - 2076-000000-2320-252800-603050 (FY2011 - 2015)  
**\$85,344.00**

**BACKGROUND/EXPLANATION:**

On July 19, 2006 the Board approved an agreement for Pay-and-Display Parking Stations with CALE. Subsequent amendments were approved October 17, 2007, July 30, 2008, April 8, 2009, and February 17, 2010. The agreement for Pay-and-Display Parking Stations allowed the City, through the PABC, to purchase and install 720 multi-space meters (EZ Park Meters) throughout the City. The benefits associated with these meters have been recognized by the City's agencies, citizens, businesses and visitors.

The maintenance of EZ Park Meters had been performed by CALE until May of 2009 when the City's Meter Shop was provided an opportunity to demonstrate its ability to perform the required repair service and preventive maintenance on EZ Park Meters. The City's Meter Shop has been performing repair and maintenance services for the past 11 months and their service level has been evaluated during that time. The service level has been unsatisfactory and resulted in the need to return the care and maintenance of the EZ Park Meters to CALE.

**MINUTES**

PABC - cont'd

This maintenance agreement will ensure that the success of the EZ Park program will continue by requiring regular preventive maintenance on EZ Park meters, tracking repair alarms and/or complaints, and requiring response times by CALE technicians when meters require repairs.

CALE meters are meeting expectations and the PABC believe that this maintenance agreement is in the best interest of the City. As a result of the EZ Park meter program, annual parking meter revenues have increased by \$3,500,000.00.

**MWBOO GRANTED A WAIVER**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**(FILE NO. 56077)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the maintenance agreement with CALE Parking Systems USA, Inc.

**MINUTES**Police Department - Agreement and Grant Award Agreements

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

AGREEMENT

1. **UNIVERSITY OF MARYLAND UNIVERSITY COLLEGE** **\$121,350.00**

Account: 6000-611210-2020-218500-603026

The University of Maryland University College (University) will develop and deliver an undergraduate Criminal Justice Leadership Certificate Program for approximately 23-28 program is effective upon Board approval for 28 weeks.

It is hereby certified, that the above requirement 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 equipment and/or service is recommended.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

GRANT AWARD AGREEMENTS

2. **MARYLAND EMERGENCY MANAGEMENT AGENCY (MEMA)** **\$ 8,395.26**

Account: 4000-435510-2010-683700-600000

The Department has received a grant award from the U.S. Department of Homeland Security, MEMA, for the 2009 Citizen Corps Program. Under the terms of this grant agreement, the funds will allow the program to bring community and government leaders together to coordinate the involvement of community members in emergency preparedness, planning, mitigation, response, and recovery. This includes supporting the Certified Emergency Response Team program.

## MINUTES

Police Department - cont'd

The eligible activities will include planning, outreach, training, exercises, organization, equipment, and personnel. The period of the agreement is August 1, 2009 through April 30, 2012.

3. **MARYLAND EMERGENCY MANAGEMENT** **\$ 321,221.00**  
**AGENCY (MEMA)**

Account: 4000-435610-2010-683800-600000

The Department has received a grant award from the U.S. Department of Homeland Security, MEMA, for the 2009 Metropolitan Medical Response System. Under the terms of this grant agreement, the funds will be used to enhance the local medical incident management's ability to coordinate and respond to a mass casualty event during the crucial first hours, until significant external resources arrive and become operational. The eligible activities will include planning, training, exercises, equipment, and personnel. The period of the agreement is August 1, 2009 through April 30, 2012.

4. **MARYLAND EMERGENCY MANAGEMENT** **\$2,056,926.00**  
**AGENCY (MEMA)**

Account: 4000-435610-2010-683900-600000

The Department has received a grant award from the U.S. Department of Homeland Security, MEMA, for the 2009 State Homeland Security Program. The 2009 State Homeland Security Program (SHSP) is a core assistance program that provides funds to build capabilities at the State and local levels. Under the terms of this grant agreement, the funds will be used for the SHSP activities that support terrorism preparedness by building or enhancing capabilities that relate to the prevention of, protection from, or response to terrorism. However, many capabilities which support terrorism preparedness simultaneously support preparedness for other hazards. The period of the agreement is August 1, 2009 through April 30, 2012.

**MINUTES**

Police Department - cont'd

Item Nos. 2-4 are late because notification of the awards was recently received.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

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

**MINUTES**

Police Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay Language Line Services by Expenditure Authorization Order. The invoices are for April 30, 2009 through February 28, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$7,456.00 - 1001-000000-2040-219800-603026

**BACKGROUND/EXPLANATION:**

Language line communication services are critical to the day-to-day operations of the Department. Language Line Services provides a discreet tool for Departmental administration and connectivity for public safety applications to the officers and the public. Additionally, this circuit is used to assist the Department with language barriers in various locations for business and investigative purposes.

This should be the final payment made by the Department as this account is being taken over by Language Links. A Purchase Order (PO) for Language Links has been secured. Between the securing of the PO for Language Links, Language Line Services was used inadvertently.

**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 Language Line Services by Expenditure Authorization Order.

**MINUTES**

Police Department - Grant Adjustment Notice (GAN)  
for No-Cost Extension

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a GAN for a no-cost extension from the Governor's Office of Crime Control and Prevention (GOCCP). The GAN extends the period of the grant award through June 30, 2010.

**AMOUNT OF MONEY AND SOURCE:**

No additional funds are requested.

**BACKGROUND/EXPLANATION:**

This GAN for a no-cost extension is for the Department's Crime Laboratory Training/Accreditation for the FY 2008 Paul Coverdell Forensic Sciences Improvement Grants program.

On March 18, 2009, the Board approved a grant award agreement in the amount of \$61,035.00 to fund the Department's Crime Laboratory Training/Accreditation. Subsequently, a no-cost extension was approved by the GOCCP extending the grant from September 30, 2009 through February 28, 2010. An additional no-cost extension was approved by the GOCCP extending the grant award from February 28, 2010 through June 30, 2010. This extension will allow the current award cycle to end on June 30, 2010 in order to expend the funds. The funds will be used to enhance the knowledge and expertise of 27 members through professional training sessions, on-site and throughout the country.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Police Department - cont'd

UPON MOTION duly made and seconded, the Board approved the Grant Adjustment Notice for a no-cost extension from the Governor's Office of Crime Control and Prevention.

**MINUTES**Police Department - Consultant Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a consultant agreement with Mr. Gavin D. Way, Data Analyst. The period of the agreement is June 1, 2010 through August 31, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$6,500.00 - 4000-452208-2240-243501-603018 (\$13.00 per hour)

**BACKGROUND/EXPLANATION:**

On October 10, 2007 the Board approved a grant award from the U.S. Department of Justice Programs, Bureau of Justice Assistance for the FY07 Edward Byrne Memorial Justice Assistance Grant (JAG III) in the amount of \$1,194,834.00, for the period October 1, 2006 through September 30, 2010.

Mr. Way will be hired to work on a part-time basis performing GIS mapping. Mr. Way will not receive benefits, and the Department will not withhold FICA or taxes of any type, or issue a W-2. His services will include analyzing data toward conducting targeted enforcement of violent offenders, gang suppression efforts, and interdiction initiatives.

**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 consultant agreement with Mr. Gavin D. Way, Data Analyst.

**MINUTES**

Police Department - Payment of Back Salary

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize payments of back salary for Ms. Latarsha L. Pompey-Tshamba.

**AMOUNT OF MONEY AND SOURCE:**

\$91,034.08 - 1001-000000-2000-195600-601062

**BACKGROUND/EXPLANATION:**

On April 5, 2010, pursuant to arbitration it was determined that Ms. Pompey-Tshamba was entitled to back pay.

The back pay represents the amount of salary that Ms. Pompey-Tshamba would have earned for the period May 22, 2008 through April 5, 2010.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the payments of back salary for Ms. Latarsha L. Pompey-Tshamba.

MINUTES

Bureau of the Budget & - Ratification  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify advertisements in The Baltimore Sun and Afro American Newspapers. The Board is also requested to authorize issuance of a Purchase Order not to exceed \$38,713.60.

**AMOUNT OF MONEY AND SOURCE:**

\$ 8,348.00	Tax Rate Advertisement	Baltimore Sun Newspaper
15,365.00	Ordinance of Estimates	" "
15,000.00	Ordinance of Estimates	The Afro American Newspaper
<u>\$38,713.60</u>	- 1001-000000-1220-145500-603008	

**BACKGROUND/EXPLANATION:**

The advertisements were inadvertently procured before appropriate authorization was requested.

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. The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

**APPROVED FOR FUNDS BY FINANCE**

**MINUTES**

Bureau of the Budget & Management Research - cont'd

UPON MOTION duly made and seconded, the Board ratified the advertisement of the tax rate, and the Ordinance of Estimates in The Baltimore Sun and Afro American Newspapers. The Board also authorized the issuance of a Purchase Order not to exceed \$38,713.60.

**MINUTES**

Department of Planning - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a grant agreement with the Downtown Partnership of Baltimore, Inc. (DPOB). The period of the agreement is effective upon Board approval until final receipt of an Open Space Master Plan, but no later than November 1, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$75,000.00 - 9905903009-9188-000000-703032

**BACKGROUND/EXPLANATION:**

The grant agreement will establish the terms and conditions under which the Department will grant funds to the DPOB to produce a comprehensive Open Space Master Plan (Master Plan). The Master Plan will assess current downtown open space conditions, identify constraints and opportunities, and recommend enhanced linkages to the Inner Harbor and other neighboring communities. The Master Plan will also develop a strategy to create an identifiable open space network and recommend a phasing course for implementation. Sustainable design features, safety through environmental design and ease of maintenance are identified as top priorities. Public and private opportunities will be identified as top priorities and initial cost estimates and concepts will be prepared.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreement with the Downtown Partnership of Baltimore, Inc.

MINUTES

PERSONNEL MATTERS

\* \* \* \* \*

UPON MOTION duly made and seconded,  
the Board approved all of the Personnel matters  
listed on the following pages:

-

All of the Personnel matters have been approved  
by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved by  
the Law Department as to form and legal sufficiency.

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

	<u>Hourly Rate</u>	<u>Amount</u>
1. <b>CLAUDIA LEMUS</b>	\$12.83	
<b>\$24,452.00</b>		

Account: 4000-426210-3110-306901-601009

Ms. Lemus will continue to work as an Office Assistant II for the Montgomery County Personal Care Program. Her duties will include but are not limited to the preparation of letters, memos and other correspondence. Ms. Lemus will also be responsible for the setup and maintenance of the office database, assembling data for narrative and statistical reports as well as the creation and update of spreadsheets, maintaining files, answering telephones and directing calls to the appropriate staff. The period of the agreement is July 1, 2010 through June 30, 2011.

2. <b>CHARLES M. MASON</b>	\$13.00	<b>\$20,280.00</b>
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Account: 4000-423410-3110-306700-601009

Mr. Mason will continue to work as a Volunteer Recruiter/Coordinator for the RSVP Program. His duties will include but are not limited to the developing and implementing of volunteer recruitment activities, helping to organize volunteer projects and aiding in the coordination of services. Mr. Mason will also support the RSVP Advisory Council, represent the Director in the Community at recruitment activities, serve as a representative of RSVP in several collaborative partnerships on civic activities having a direct impact on improving the lifestyles for seniors and retirees. He will also serve as a liaison between the RSVP office, volunteers and volunteer stations and assist with completing volunteer reports. The period of the agreement is July 1, 2010 through June 30, 2011.

## MINUTES

PERSONNEL - cont'dHealth Department

	<u>Hourly Rate</u>	<u>Amount</u>
3. <b>JOHN LAWS NICKENS, D.D.S</b>	\$60.00	<b>\$78,000.00</b>

Account: 1001-000000-3030-271993-601009

Dr. Nickens will continue to provide general dentistry procedures, i.e. routine oral surgery, restorative and periodontal treatment, prosthetics and preventative care for the Eastern Dental Clinic serving children and medically compromised adults. The period of the agreement is July 1, 2010 through June 30, 2011.

4. <b>DEVELLEN BENNETT</b>	\$16.71	<b>\$31,846.00</b>
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Account: 4000-426210-3110-306901-601009

Ms. Bennett will continue to work as a Program Assistant I for the Montgomery County Personal Care Program. Her duties will include but are not limited to completing Personal Care Provider applications which include processing them for fingerprints and criminal background checks, coordinating provider number request process from the Department of Health and Mental Hygiene which entails frequent follow-up communication, maintaining a confidential file and current list of all providers with valid provider numbers, disseminating the same to the nursing supervisor and case monitors, and verifying service contracts for compliance with DHMH Personal Care regulations. Ms. Bennett will also initiate and maintain data entry on all receipts and providers, and forward written notification to providers if terminated from assigned case or the program. The period of the agreement is July 1, 2010 through June 31, 2011.

**MINUTES****PERSONNEL** - cont'dHealth Department

	<u>Hourly Rate</u>	<u>Amount</u>
5. <b>BERNARD L. CONAWAY</b>	\$15.60	<b>\$28,392.00</b>

Account: 6000-624011-3030-273296-601009

Mr. Conaway will serve as a Patient Care Coordinator. He will monitor and provide follow-up assistance of participation within the GRAMS\*Program (i.e., Senior Adult Dental Initiative). He will provide assistance to older adults seeking dental services and monitor patient participation within the Ryan White Program. He will provide program linkages to agencies that refer to the dental clinic and program information and referral assistance to community groups and organizations. He will also aid in the redevelopment and facilitation of the program's Consumer Advisory Board and assist the program manager in obtaining and compiling data for program surveys, semi-annual and annual reports. The period of the agreement is July 1, 2010 through June 30, 2011.

6. <b>PHYLLIS N. COLEY</b>	\$25.00	<b>\$13,000.00</b>
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Account: 4000-422710-3080-294000-601009

Ms. Coley will serve as an Entrepreneurial Specialist for the Carrera West Young Executives Program. She will assess and analyze participant's job readiness, academic planning, and goal orientation. She will also develop and facilitate entrepreneurial sessions that are consistent with school's identified objectives for participants. She will also organize and conduct a weekly job club that includes a stipend for program participants, which focuses on learning about financial management and banking and provide special individual employment counseling assistance. The period of the agreement is July 1, 2010 through June 30, 2011.

**MINUTES****PERSONNEL** - cont'dHealth Department

	<u>Hourly Rate</u>	<u>Amount</u>
7. <b>MOSES WIGGINS</b>	\$25.00	<b>\$18,000.00</b>

Account: 6000-422711-3080-294000-6010009

Mr. Wiggins will work as a Building Repairer at the Healthy Teens and Young Adults Health Center. His duties will include but are not limited to painting, carpentry, electrical, plumbing work and the repairing of windows. The period of the agreement is July 1, 2010 through June 30, 2011.

8. <b>JAMIKA L. YOCHIM</b>	\$40.00	<b>\$72,800.00</b>
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Account: 6000-624011-3030-273294-601009

Ms. Yochim will serve as a Clinical Dental Hygienist for the Oral Health Program. Her duties will include, but are not limited to providing diagnostic, preventive and periodontal dental care to clinic patients and outreach patients. She will also provide oral health education to clinic patients, outreach participants, participant family members and facilities staff. She will serve as a patient referral source for clinic services, participate and monitor outreach activities and outcomes, and develop a program protocol in accordance with services provided in the overall program organization and scope. The period of the agreement is July 1, 2010 through June 30, 2011.

## MINUTES

PERSONNEL - cont'dHealth Department

	<u>Hourly Rate</u>	<u>Amount</u>
9. <b>LaTONYA GARDNER</b>	\$11.91	<b>\$22,698.00</b>

Account: 4000-426210-3110-306901-601009

Ms. Gardner will serve as an Office Assistant I for the Montgomery County Personal Care Program. She will be responsible for processing personal care provider invoices, verifying information for accuracy and completeness; and checking the providers eligibility status for electronic billing with Medical Assistance recipient's record. She will input pay request information submitted on invoices; initial detail summary checklist prior to transmittal, file invoices and provider records when the transmittal is completed and verified through download, and answer inquiries concerning electronic billing, answer telephones, and refer calls and visitors to proper stations. The period of the agreement is July 1, 2010 through June 30, 2011.

10. <b>FLORA CALDWELL-DAUGHTRY</b>	\$16.00	<b>\$19,200.00</b>
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Account: 4000-425510-3110-306700-601009

Ms. Caldwell-Daughtry, a retiree, will serve as an Accounting Assistant II for the Adult and Geriatric Health Services. She will be responsible for reviewing all billing invoices for accuracy and processing payment, maintaining the database of billing information, tracking recording incoming revenue, and collecting and compiling data for statistical reports. The period of the agreement is July 1, 2010 through June 30, 2011.

## MINUTES

PERSONNEL - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u>		
11. RACHAEL G. POWELL	\$13.73	<b>\$26,166.64</b>

Account: 4000-426210-3110-306901-601009

Ms. Powell will serve as an Office Assistant III for the Montgomery County Personnel Care Program. She will be responsible for processing referral information from other agencies, hospitals, and the general public for persons interested in receiving personal care services. She will also monitor the intake process, complete intake forms, and forward this information to the Nursing Supervisor. She will update intake and referral files, compile monthly statistical reports on intake and referral information. The period of the agreement is July 1, 2010 through June 30, 2011.

12. Create the following 5 positions:

34512 - Research Analyst II  
 Grade 111 (\$41,700.00 - \$60,500.00)  
 Job Numbers to be determined by BBMR

Cost: \$299,227.00 - 4000-427709-3040-278101-601001

13. Reclassify the following position:

Job Number 3110-45828

From: 31501 - Program Compliance Officer I  
 Grade 087 (\$36,674.00 - \$44,331.00)

To: 31502 - Program Compliance Officer II  
 Grade 110 (\$40,000.00 - \$56,800.00)

Cost: \$3,836.00 - 4000-426209-3110-306800-601001

**MINUTES****PERSONNEL** - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department</u>		
14. <b>ALLAN D. CARREIRA</b>	\$32.50	<b>\$67,600.00</b>

Account: 4000-435210-2250-670002-601009

Mr. Carreira will continue to work 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, and reviewing and analyzing the Criminal Citation Program, working extensively with Civil and criminal citations. In addition, Mr. Carreira will assist the Baltimore Police with warrant projects, track failure to appear cases, and conduct court and case disposition research. The period of the agreement is June 1, 2010 through May 31, 2011.

Comptroller's Office

15. <b>FRED WRIGHT</b>	\$17.29	<b>\$ 32,967.00</b>
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Account: 1001-000000-1300-157300-601009

Mr. Wright, retiree, will continue to work as a Special Assistant. He will be responsible for providing for the safety and well-being of the Comptroller and escorting the Comptroller to meetings and public events, as requested and required. In addition, Mr. Wright will supervise the maintenance of vehicles assigned to the Comptroller and process in a timely manner, all reports required by the Bureau of General Services and other agencies requesting information regarding vehicles assigned to the Comptroller; deliver Citations and Resolutions to constituents; and perform administrative duties in the Comptroller's Office. The period of the agreement is effective upon Board approval for one year.

**THE COMPTROLLER'S OFFICE IS REQUESTING A WAIVER OF THE SALARY CAP AND THE NUMBER OF HOURS WORKED AS OUTLINED IN THE ADMINISTRATIVE MANUAL 212-1.**

## MINUTES

PERSONNEL - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Circuit Court</u>		
16. <b>LAUREN ARMSTRONG</b>	\$30.89	<b>\$ 58,900.00</b>
17. <b>JASON GREENBERG</b>	\$30.89	<b>\$ 58,900.00</b>

Account: 5000-544410-1100-117000-601009

Ms. Armstrong and Mr. Greenberg will each work as an Assistant Counsel for the Civil Division. They will be responsible for reviewing motions and making 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 May 27, 2010 through May 26, 2011.

Department of General Services

18. <b>CHARLES H. RIEMER</b>	\$10.00	<b>\$ 12,000.00</b>
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Account: 1001-000000-1930-192600-601009

Mr. Riemer, retiree, will continue to work as a Building Repairer. He will be responsible for assisting the Mayor's Office with building and maintenance set-ups, breakdown and clean up of all events within City Hall, as well as making repairs, replacing lighting fixtures, and handling all plumbing issues. The period of the agreement is effective upon Board approval for one year.

MINUTES

PERSONNEL - cont'd

Department of Public Works

19. Reclassify the following two positions:

Job No. 5150-47642

a. From: 52985 - Supervisor of Boarding and Grounds Maintenance  
Grade 089 (\$39,745.00 - \$48,257.00)

To: 53815 - Solid Waste Supervisor,  
Grade 089 (\$39,745.00 - \$48,257.00)

Job No. 5150-15359

b. From: 52985 - Supervisor of Boarding and Grounds Maintenance  
Grade 089 (\$39,745.00 - \$48,257.00)

To: 53815 - Solid Waste Supervisor  
Grade 089 (\$39,745.00 - \$48,257.00)

There are no additional costs associated with this action.

Commission on Aging and Retirement Education

	<u>Hourly Rate</u>	<u>Amount</u>
20. <b>KATHY DEAVERS</b>	\$ 7.25	<b>\$2,610.00</b>

Account: 4000-493410-3250-656900-601009

Ms. Deavers will work as a Kitchen Aide for the Zeta Senior Center. Her duties will include but are not limited to setting-up and breaking down the kitchen and dining area for breakfast and lunch, checking food for appropriate temperature, making sure food products are properly stored, and stocking the kitchen for the next day. The period of the agreement is June 1, 2010 through September 30, 2010.

**MINUTES****PERSONNEL** - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
<u>CARE</u> - cont'd		
21. <b>ANNIE RICKS</b>	\$ 8.00	<b>\$ 2,880.00</b>

Account: 4000-439410-3250-656900-601009

Ms. Ricks will work as a Food Service Manager for the Zeta Senior Center. Her duties will include but are not limited to maintaining paperwork, meal counts, collecting funds for ordering supplies, and preparing daily reports via the Touch Screen System. The period of the agreement is June 1, 2010 through September 30, 2010.

**Environmental Control Board (ECB)**

22. <b>PATRICIA D. WELCH</b>	\$50.00	<b>\$30,000.00</b>
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Account: 1001-000000-1170-138600-601009

Ms. Welch will continue to work as a Hearing Officer. Her 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. She will also record all hearings using a tape recorder and tapes 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 is effective upon Board approval for one-year.

**MINUTES****PERSONNEL** - cont'dDepartment of General Services23. Reclassify the following position:

From: 72112 - Engineer II  
Grade 113 (\$46,700.00 - \$65,500.00)

To: 42221 - Construction Project Supervisor  
Grade 115 (\$51,000.00 - \$72,200.00)

Costs: \$5,084.00 - 3001-000000-1910-192200-601001

This position action will not be effective until July 1, 2010.

Department of Human Resources24. Abolish the following four positions:

All positions are in Grade 999 (\$1-\$99,999.00)

01210 - Planner 1

01211 - Planner 2

01214 - Clerical Service Employee 1

01215 - Clerical Service Employee 2

There are no costs associated with this action.

**MINUTES****PERSONNEL** - cont'dDepartment of Housing and Community Development25. Reclassify the following position:Job No. 6050-48440

From: 31501 - Program Compliance Officer 1  
Grade 087 (\$36,674.00 - \$44,331.00)

To: 31502 - Program Compliance Officer 11  
Grade 110 (\$40,000.00 - \$56,800.00)

Costs: \$5,402.00 - 4000-486300-6050-578500-601001

Enoch Pratt Free Library26. Reclassify the following position:Job No. 4530 - 1591

From: 00657 - Librarian II  
Grade 090 (\$41,438.00 - \$50,364.00)

To: 00659 - Library Supervisor II  
Grade 115 (\$51,000.00 - \$72,200.00)

Costs: \$3,819.00 - 1001-000000-4530-348600-601001

**MINUTES****PERSONNEL** - cont'dFire Department - Administrative Correction

27. Reclassify the incumbent employees in their current Positions:

Job Nos. 2120-13107 and 2100-33977

From: 10084 - Fire Operations Aide  
Grade 336 (\$35,284.00 - \$56,748.00)

To: 41229 - Fire Operations Aide  
Grade 336 (\$35,284.00 - \$56,748.00)

The Department of Human Resources requested and received Board of Estimates approval to create the new classification of Fire Operations Aide in the Civil Service on October 28, 2009. However, by error, the two incumbents in the positions were not concurrently moved to the new job classification title in accordance with Bulletin 1.

Health Department

28. Adjust the hourly pay rates for the following classes:

	<b>Job Code</b>	<b>Class Title</b>	<b>Grade</b>	<b>Hiring Level</b>	<b>Full Performance Level</b>	<b>Experienced Level</b>	<b>Senior Level</b>
From:	10221	School Health Aide	32	\$12.65	\$12.88	\$13.51	N/A
To:				\$13.28	\$13.52	\$14.19	N/A
From:	10222	Medical Office Asst.	33	\$13.83	\$14.18	\$15.69	\$15.94
To:				\$14.52	\$14.89	\$16.47	\$16.74

## MINUTES

PERSONNEL - cont'dHealth Department - cont'd

From:	10223	Licensed	34	\$16.28	\$16.87	\$18.59	N/A
		Pract. Nurse					
To:				\$17.09	\$17.71	\$19.52	N/A
From:	10224	Community	35	\$23.50	\$26.44	\$27.10	\$27.78
		Health Nurse					
		1					
To:				\$24.68	\$27.76	\$28.46	\$29.17
From:	10225	Community	36	\$27.67	\$30.24	\$31.00	\$31.77
		Health Nurse					
		II					
To:				\$29.05	\$31.75	\$32.55	\$33.36
From:	10226	Nurse	37	\$32.32	\$35.20	\$36.08	\$36.98
		Practitioner					
To:				\$33.94	\$36.96	\$37.88	\$38.83

Costs: \$3,153.35 - 6000-624910-3100-296910-601002

The Department of Human Resources has completed a compensation study of the Health Department's request to increase hourly pay rates for its six classes that have positions that perform summer work in the City's public schools. As summer work is considered temporary work, the six classes do not have union representation or benefits attached to them. This proposed increase will permit the pay of these temporary classes to maintain their occupational competitiveness with their 10-month counterparts in the City Union of Baltimore, Local 558 and Local 44 unions that received salary increments between Fiscal Years 2009 and 2010.

**MINUTES**PERSONNEL - cont'dDepartment of Finance

	<u>Hourly Rate</u>	<u>Amount</u>
29. <b>BRIAN L. WINFIELD</b>	\$15.24	<b>\$29,049.00</b>

Account: 1001-000000-1480-166400-601009

Mr. Winfield will continue to work as a License Inspector for the Licensing/Business Tax Unit. His duties include but are not limited to conducting City-wide on-site inspections of gas stations, pawnbrokers, open-air garages, massage parlors, theatres, skating rinks, bars, clubs, restaurants, movie houses, and amusement arcades. Mr. Winfield will also prepare reports for inspected establishments noting licenses displayed and violations of Article 15 of the Code, review inspection reports with the supervisor to explain work problems, discrepancies and hazards as well as conducting additional inspections of establishments in violation of licensing codes to ensure compliance, and maintain files and records of inspection reports. The period of the agreement is May 27, 2010 through May 26, 2011.

Department of Housing and Community Development

30. a. Create the following new class:
- 33547 - Community Marketing Outreach Officer  
Grade 112 (\$44,300.00 - \$62,600.00)
- b. Create the following eight positions:
- 33102 - Database Specialist  
Grade 114 (\$48,600.00 - \$68,600.00)  
1 position

**MINUTES****PERSONNEL** - cont'dDepartment of Housing and Community Development - cont'd

33547 - Community Marketing Outreach Officer  
 Grade 112 (\$44,300.00 - \$62,600.00)  
 4 positions

31100 - Administrative Coordinator  
 Grade 087 (\$36,674.00 - \$44,331.00)  
 1 position

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

Cost: \$462,358.00 - 1001-000000-5820-411000-601001  
53,977.00 - 5000-585110-5750-648700-601001  
**\$516,335.00**

The job numbers for the newly created positions will be assigned by the Bureau of Budget and Management Research.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |   |             |         |
|---|-------------|---------|
| 1. NATIONAL CAPITAL INDUSTRIES, INC.  | \$18,275.00 | Low Bid |
| Solicitation No. B50001496 - Copolymer Tac Coat - Department of Transportation - Req. No. R548143 |             |         |

The period of the award is May 26, 2010 through May 25, 2011.

- |   |             |          |
|---|-------------|----------|
| 2. READY SOLUTIONS, INC.  | \$ 9,994.60 | Only Bid |
| Solicitation No. B500001453 - Custom Ready Emergency Kit Pouches - Health Department - Req. No. R542514 |             |          |

The price is considered fair and reasonable.

- |  |             |         |
|--|-------------|---------|
| 3. TENNANT SALES AND SERVICES COMPANY  | \$22,460.00 | Low Bid |
| Solicitation No. B50001469 - Provide Maintenance for Tennant Machines - Req. No. R546811 |             |         |

The period of the award is May 26, 2010 through May 25, 2011.

- |   |             |         |
|---|-------------|---------|
| 4. SUBURBAN SALES AND RENTAL CENTER, INC.   | \$24,588.00 | Low Bid |
| Solicitation No. B50001454 - Double Shredded Hardwood Mulch - Department of Transportation - Req. No. Various |             |         |

The period of the award is April 21, 2010 through April 20, 2011.

- |   |             |         |
|---|-------------|---------|
| 5. CUSTOM PRODUCTS  | \$23,510.00 | Low Bid |
| Solicitation No. B50001484 - Pre-Cut Aluminum Blank for Traffic Control - Department of Transportation - Req. No. R546378 |             |         |

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
6. ASK TECHNOLOGIES, INC.	\$ 7,650.00	Low Bid
Solicitation No. B50001480 - Novell Licenses - Department of Recreation and Parks - Req. No. R547609		
7. R & S NORTHEAST	\$ 9,450.00	Renewal
Solicitation No. 06000 - Nuvaring Contraceptives - Health Department - Req. No. R547565		
<p>On July 01, 2009, the Board approved the initial award for the amount of \$14,175.00. The Board is requested to approval a renewal for the amount of \$ 9,450.00 for the period of July 01, 2010 through June 30, 2011. With this renewal, the contract amount will total \$23,625.00.</p>		
8. R & S NORTHEAST	\$24,966.00	Selected Source
Solicitation No. 06000 - Ortho Contraceptives - Health Department - Req. No. R547831		
<p>These medications are delivered directly from the manufacturer with federally mandated pricing under the 340-B Drug pricing program. The period of the award is June 26, 2010 through June 25, 2011, with two one-year renewal options.</p>		
9. UNIFORMS MANUFACTURING, INC.	\$ 9,711.60	Low Bid
Solicitation No. B50001471 - Toiletries and Clothing (Items 20-26) - Health Department - Req. No. R541953		
10. PACIFIC CARE PRODUCTS	\$13,751.60	Low Bid
Solicitation No. B50001471 - Toiletries and Clothing (Items 2-19) - Health Department - Req. No. R541953		

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
11. AUTHENTIC PROMOTIONS	\$10,700.00	Low Bid
Solicitation No. 07000 - Anti-Bacterial Hand-Gel Carabiners - Health Department - Req. No. R545216		
12. ORACLE USA, INC.	\$41,743.47	Sole Source
Solicitation No. 08000 - Oracle Software Updates and Supports - Health Department - Req. No. R547983		

Technical Support service, software updates and licensing are only available from the developer.

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.

13. CDP MID-ATLANTIC, INC.	\$275,000.00	Sole Source/ Agreement
Solicitation No. 08000 - Primavera P6 and Contract Manager Implementation - Department of Transportation - Req. No. R544633		

The Board is requested to approve and authorize execution of an agreement with CDP Mid-Atlantic, Inc. The period of the agreement is effective upon Board approval for one-year. The vendor is the sole proprietary software for Maryland.

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

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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|---|------------------|----------------|-------------|
| 14.   | <u>ADP, INC.</u> | \$1,600,000.00 | Sole Source |
| Solicitation No. 08000 - Automatic Data Processing Human Resources Systems Licensing - Department of Human Resources - Req. No. TBD |                  |                |             |

ADP, Inc is the sole provider of licensing for the Automatic Data Processing Human Resources Systems Software in use by the Department of Human resources.

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

- |   |                               |              |         |
|---|-------------------------------|--------------|---------|
| 15.   | <u>PROPERTYROOM.COM, INC.</u> | \$ 25,000.00 | Renewal |
| Solicitation No. 06000 - Personal Property On-Line Auction Service - Police Department - Req. No. P513287 |                               |              |         |

On July 23, 2008, the Board approved an agreement for the initial award for the amount of \$100,000.00 on a selected source basis. PropertyRoom.com, Inc. provides specialized on-line auction and other services for the disposal of police evidence items. The Board is requested to approval a renewal for the period of July 23, 2010 through July 22, 2011.

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.

**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

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|---|---------------------|----------------|
| 16. <u>INQUIRIES, INC.</u>  | <u>\$ 27,000.00</u> | <u>Renewal</u> |
| Solicitation No. BP 06176 - Background Investigative Services<br>- Department of Human Resources - Req. No. P503299 |                     |                |

On June 14, 2006, the Board approved the initial award for the amount of \$26,910.00. Subsequent actions have been approved. The Board is requested to approval a renewal, for the amount of \$27,000.00, for the period of July 01, 2010 through June 30, 2011. No other renewal options remain.

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

- |  |                    |                  |
|--|--------------------|------------------|
| 17. <u>BIO-RAD LABORATORIES,</u>   |                    |                  |
| <u>DIAGNOSTIC GROUP</u>  | <u>\$75,532.00</u> | <u>Agreement</u> |
| Solicitation No. 08000 - HIV Test Kits - Health Department -<br>Req. No. R534669 |                    |                  |

The Board is requested to approve and authorize execution of an agreement with Bio-Rad Laboratories, Diagnostic Group. The period of the agreement is May 26, 2010 through May 25, 2011.

The HIV test kits are manufactured by Bio-Rad Laboratories, Diagnostic Group are specifically designed to work with the testing equipment currently used by the Health Department. Bio-Rad Laboratories, Diagnostic Group is the sole distributor for these HIV test kits.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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|---|-------------|-------------|
| 18. LBS ENTERPRISES,<br>INC.  | \$30,017.00 | Sole Source |
| Solicitation No. 08000 - Bauer Breathing Air Compressor -<br>Fire Department - Req. No. R547839 |             |             |

The Fire Department is trained to use the Bauer model BP II 25-E3 compressor, which is the standardized system used throughout the Department. LBS Enterprises, Inc. is the sole authorized source of Bauer compressors in the Baltimore area.

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.

- |   |         |         |
|---|---------|---------|
| 19. TEAM SERVICES<br>CORPORATION  | \$ 0.00 | Renewal |
| Solicitation No. BP 07178 - Provide Annual Maintenance<br>Service, Testing and Repairs for AC & DC Electrical Motors<br>and Related Equipment Above 300 H.P. - Agencies: Various -<br>Req. Nos. Various |         |         |

On July 11, 2007, the Board approved the initial award for the amount of \$2,382,500.00. The Board is request to approve a one-year renewal option for the period of August 01, 2010 through July 31, 2011. There are no renewals available after this request.

**MWBOO SET MBE GOALS AT 17% AND WBE GOALS AT 9%.**

<b>MBE:</b> Universal Electrical Services, Inc.	17%
<b>WBE:</b> Baltimore Electrical Services, Inc. Staff Quest, Inc.	2% 7%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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|-----|--|-------------|---------|
| 20. | GOTTLIEB & WERTZ, INC.<br>Solicitation No. 08000 - Maintenance Service for Quest Juvenile Case Management System - Circuit Court for Baltimore City - Req. No. R548598 | \$30,000.00 | Renewal |
|-----|--|-------------|---------|

On July 24, 2008, the Board approved the initial award on a sole source basis for maintenance services. The maintenance for the system is only available from the original vendor. The renewal is for the period of July 01, 2010 through June 30, 2011.

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

- |     |   |              |         |
|-----|---|--------------|---------|
| 21. | M. J. MANAGEMENT SERVICES<br>LLC<br>Solicitation No. 06000 - Manage Taxi Card Program - Commission on Aging and Retirement Education - Req. No. P508668 | \$499,277.84 | Renewal |
|-----|---|--------------|---------|

On May 13, 2009, the Board approved the initial award. Authority is requested to exercise the first of four one-year renewal options for a total contract award of \$1,020,995.52. The period of the renewal is July 1, 2010 through June 30, 2011.

**MWBOO SET GOALS OF 3% MBE AND 1% WBE.**

<b>MBE:</b> Sue-Ann's Office Supply, Inc.	0.85%
J.P. Child's Transportation, LLC	2.15%
Dream Management, Inc.	<u>0.04%</u>
	<b>3.04%</b>

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

<b>WBE:</b> Curry Printing	1.11%
Jodi M. Stappler, CPA	0.19%
Devaney & Associates, Inc.	0.00%
	<u>1.30%</u>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

- |     |  |              |         |
|-----|--|--------------|---------|
| 22. | AON CONSULTING, INC.   | \$375,000.00 | Renewal |
|     | BP 05160 - Actuarial Services for Employees' and Retirees' Benefits Program - Department of Human Resources - Req. No. N/A |              |         |

On July 27, 2005, the Board approved the initial award for a two-year period. Subsequent actions have been approved. Authority is requested to exercise the fourth of six one-year renewal options for a total contract award of \$2,158,210.00. The period of the renewal is July 27, 2010 through July 26, 2011 with two, one-year renewal options remaining.

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

**MBE:** Walker Benefit Solutions, Inc. 17%

**WBE:** Advanced Benefit Solutions 9%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

- |     |                                 |                     |                  |
|-----|---------------------------------|---------------------|------------------|
| 23. | MCAFFEE ELECTION SERVICES, INC. | 135,440.00          | Selected Source/ |
|     |                                 | 826,660.00-FY'11    | Agreement        |
|     |                                 | <u>\$962,100.00</u> |                  |

Solicitation Number 06000 - Election Services - Board of Elections - Req. No. R546791

The Board is requested to approve and authorize execution of an agreement with McAfee Election Services, Inc. McAfee election Services, Inc. will prepare, inspect, and maintain the Diebold touch screen voting units, E-poll books, Judge's Portfolios and additional services as may be required by the City and the State of Maryland Board of Elections. The

## 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

contractor has an in-depth knowledge of the equipment, the City's voting process, and precinct sites and is considered the best source. The pricing has been reviewed and is considered fair and reasonable. The period of the agreement is effective upon Board approval through April 30, 2011, with two 1-year renewal options at the sole discretion of the City.

**MWBOO GRANTED A WAIVER.**Bureau of General Services

- |  |              |                 |
|--|--------------|-----------------|
| 24. NATIONAL ROOFING CO.,<br>INC.  | \$ 12,271.00 | Selected Source |
| IC 526 - Temporary Roof Repairs and Related Work at City<br>Hall, 100 N. Holliday Street |              |                 |

As a result of record snow falls in the month of February, it was determined that some areas of the City Hall roof had been comprised by the weight of the accumulated snow. On February 18, 2010, the Department of General Services discovered several snow guards along with pieces of broken slate had come loose and were dangling precariously from the roof ledges, along the Fayette Street side of the building.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of General Services - cont'd

On April 5, 2010, the Director of Finance, in accordance with the provisions of Article VI, Section 11 (d)(i) of the Baltimore City Charter, regarding selected source procurement, authorized an award to National Roofing Company, Incorporated for temporary roof repairs and related work at City Hall.

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions. The Board also approved and authorized execution of the aforementioned agreements.

**MINUTES**

Department of Finance - Certificates of Participation,  
Series 2010A Agreements

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the form of the following agreements with the Manufacturers and Traders Trust Company: 1) Conditional Purchase Agreement, 2) the Amendment to Ground Lease and Assignment Agreement (the "Expansion Facility Lease Amendment") and, 3) the Amendment to Lease and Assignment Agreement (the "Hopkins Plaza Facility Lease Amendment") in substantially final form associated with the sale and issuance of the City's Refunding Certificates of Participation, Series 2010A (the "Series 2010A Certificates").

The Board is further requested to grant the Mayor, the Director of Finance, and the Chief of Bureau of Treasury Management (the "Chief") the authority to finalize and to make any and all non-material changes to the Agreements prior to the delivery of the Series 2010A Certificates, subject to review by the Law Department.

**AMOUNT OF MONEY AND SOURCE:**

Payments due under the Conditional Purchase Agreement will be provided for in the annual budget, subject to appropriation by the Mayor and City Council.

**BACKGROUND AND EXPLANATION:**

Approval of the submitted documents will permit the City to move forward with the Series 2010A Certificates that is projected to save the City approximately \$2,300,000.00. The Series 2010A Certificates will refund for savings the City's outstanding Certificates of Participation (Emergency Telecommunications Facilities), Series 1997A, its Certificates of Participation (Emergency Telecommunications Facilities - Phase II), Series 1998A, and its Certificates of Participation, Series 1998B (collectively, the "Refunded Certificates").

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

Under a previous action of this Board, the Police Annex and Hopkins Plaza were pledged to the Refunded Certificates with the execution of documents similar to those submitted. In accordance with the planned refunding, it is now necessary to pledge these assets to the refunding Series 2010A. The submitted documents permit the pledge of the Police Annex and Hopkins Plaza to the Series 2010A refunding. The Board of Finance approved the submitted documents and this transaction on April 26, 2010.

The Conditional Purchase Agreement and the Series 2010A Certificates do not constitute a general obligation of the City and the City's full faith and credit and taxing is not pledged.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved the form of the aforementioned with the Manufacturers and Traders Trust Company. The Board also granted the Mayor, the Director of Finance, and the Chief of Bureau of Treasury Management the authority to finalize and to make any and all non-material changes to the agreements prior to the delivery of the Series 2010A Certificates, SUBJECT to review by the Law Department.

**MINUTES**

Office of the Mayor - Charitable Solicitation Application  
The Baltimore City Mentoring Initiative

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse the governmental/charitable solicitation application for The Baltimore City Mentoring Initiative, an initiative of the Mayor's Office, working with Big Brothers and Big Sisters of Central Maryland (BBBS).

**AMOUNT OF MONEY AND SOURCE:**

The first year goal of the funding plan is to raise \$800,000.00

**BACKGROUND/EXPLANATION:**

The Mayor has established The Baltimore City Mentoring Initiative to respond to the need for positive civic engagement with City youth and to provide and support positive role models and relationships for Baltimore City youth. The Baltimore City Mentoring Initiative is a new partnership which will be administered by the BBBS.

The Baltimore City Ethics Board has approved this application. The endorsement by the Board will allow the solicitation of a broad range of businesses, non-profits, and foundations located in Baltimore City to donate funding to the BBBS.

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

**MINUTES**Office of the Mayor - cont'd

The BBBS is a nationally recognized mentoring program specializing in the provision of one-to-one, direct service mentoring opportunities for children and families through a caseworker-driven, development asset model. For 58 years it has dedicated its resources to keeping youth in school and away from gangs, drugs and other unproductive activities. The establishment of The Baltimore City Mentoring Initiative is informed by both, the knowledge that there are 600 children in Baltimore City waiting for a BBBS mentor and, by independent research that shows that the BBBS model has a measurable and positive impact.

The Baltimore City Mentoring Initiative will engage up to 6,300 youth throughout the City of Baltimore in a meaningful mentoring relationship with the potential to transform their lives and, by extension, our community. It is strongly believed that this initiative will improve overall student achievement, decrease truancy, improve student engagement and social development and increase the graduation rate of City students.

The Baltimore City Mentoring Initiative is a four-year program that requires an investment of \$6,800,000.00. The first year of the initiative will require an investment of \$800,000.00. The required investment is as follows:

- \$ 800,000.00 in year 1
- \$1,500,000.00 in year 2
- \$2,500,000.00 in year 3
- \$2,500,000.00 in year 4

This funding will allow the BBBS to provide matches for 600 children awaiting a mentor and lay the groundwork to serve more than 6,000 City youth over the next four years.

**MBE/WBE PARTICIPATION:**

N/A

**MINUTES**

Office of the Mayor - cont'd

UPON MOTION duly made and seconded, the Board endorsed the governmental/charitable solicitation application for The Baltimore City Mentoring Initiative.

**MINUTES**

Mayor's Office - Charitable Solicitation Application -  
Journey Home Initiative

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse execution of a Governmental/Charitable Solicitation Application to the Baltimore City Ethics Board to benefit The Journey Home Initiative of the Mayor's Office.

**AMOUNT OF MONEY AND SOURCE:**

The first year of the fundraising plan is for the United Way to raise \$1,000,000.00, which will be distributed by the United Way of Central Maryland for uses designated by The Journey Home's Leadership Advisory Group.

**BACKGROUND/EXPLANATION:**

In January 2008, the City of Baltimore released its 10 year plan to end homelessness - The Journey Home. At the time, the United Way of Central Maryland offered to partner with the City through Baltimore Homeless Services in implementing The Journey Home, specifically in areas of marketing and fundraising along with \$50,000.00 per year of in-kind administrative services. The Baltimore City Board of Ethics has approved the application.

The Board's endorsement will allow the Mayor's Office to solicit a broad range of businesses, nonprofits, and foundations located in Baltimore City to donate funding to The Journey Home, an initiative of the Mayor's Office, working with United Way of Central Maryland.

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

**MINUTES**

Mayor's Office - cont'd

The United Way of Central Maryland is now ready to begin to fundraise for The Journey Home. Mr. Chuck Tildon, the Vice President of External Affairs of the United Way of Central Maryland will devote at least 85 percent of his time to Journey Home Development activities. He will actively cultivate donations from businesses, foundations, groups, and individuals. He is accountable for achieving the City's \$1,000,000.00 goal over the next year.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board endorsed execution of a Governmental/Charitable Solicitation Application to the Baltimore City Ethics Board to benefit The Journey Home Initiative of the Mayor's Office.

\* \* \* \* \*

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

**MINUTES**

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

**BIDS, PROPOSALS AND CONTRACT AWARDS**

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

Bureau of Water & Wastewater

- B50001415, Body Shop Repair Services

**BIDS TO BE RECV'D: 06/16/10**

**BIDS TO BE OPENED: 06/16/10**

## 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:

Bureau of General Services - PB 08817, Convention Center  
Interior Renovation, 1 W. Pratt  
Street

Simon Development & Construction Corporation\*  
Progressive Contracting Co.  
Orfanos Contractors  
MSI Universal, Inc.\*  
Total Contracting, Inc.  
North Point Builders, Inc.\*  
Maryland Construction, Inc.

Bureau of Water and Wastewater - SC 881, On Call Television  
Inspection, Cleaning and Lining  
Sanitary Sewers Using Cured-In-  
Place Pipe

AM-LINER EAST, Inc.  
Reviera Enterprises, Inc.  
Insituform Technologies, Inc

Bureau of Purchases - B50001443, Management and  
operate a Baltimore  
Neighborhood Recreational  
Facility

B-Moor Youth Services, Inc.  
Melvin T. Lee

## MINUTES

Bureau of Purchases - B50001445, Provide Various  
Submersible Pumps

EMR  
Pesco, LLC  
USA Blue Book  
Integrated 8(a) Solutions, Inc.  
"Chesapeake Systems, LLC  
C&D Municipal Sales, Inc.\*\*\*

**THESE BIDS HAVE NOT BEEN RETURNED FROM THE LAW DEPARTMENT.**

\*UPON FURTHER MOTION duly made and seconded, the Board declared the bid(s) of ---- **IRREGULAR** since the since the bid(s) were not accompanied bid deposit check or an annual bid bond as required by the provisions of the City Charter and as set forth in the bid specifications.

\*\*UPON FURTHER MOTION duly made and seconded, the Board declared the bid(s) of ---- **IRREGULAR** due to the company's failure to submit the duplicate bid book as required by the bid specifications.

\*\*\*UPON FURTHER MOTION duly made and seconded, the Board declared the bid of C&D Municipal Sales, Inc. **IRREGULAR** due to the company's failure to submit the original contract book as required by the contract specifications.

MINUTES

\* \* \* \* \*

There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, June 09, 2010



JOAN M. PRATT  
Secretary