

## MINUTES

REGULAR MEETING

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

The meeting was called to order by the President.

BOARDS AND COMMISSIONS1. 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:

American Infrastructure and Subsidiaries, Inc.	\$206,109,000.00
American Lighting & Signalization, Inc.	\$ 97,524,000.00
BMW Electrical Services, LLC	\$ 315,000.00
Boulevard Contractors Corp.	\$ 360,000.00
Bristol Environmental, Inc.	\$ 8,000,000.00
Caffes-Steele, Inc.	\$ 8,000,000.00
Cole Roofing Co., Inc.	\$ 8,000,000.00
Dixie Construction Company, Inc.	\$ 1,500,000.00
H.A. Winchester Enterprises, Inc.	\$ 1,500,000.00
Lee Foundation Co., Inc.	\$ 8,000,000.00
Marine Technologies, Inc.	\$ 8,000,000.00
Priceless Industries, Inc.	\$ 8,000,000.00
Structural Restoration Services, Inc.	\$ 5,751,000.00
Unity Construction of D.C., Inc. d/b/a Unity CMS	\$ 360,000.00
Warren-Ehret Company of Maryland, Inc.	\$ 8,000,000.00

## MINUTES

BOARDS AND COMMISSIONS - cont'd2. 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:

Michael Baker Jr., Inc.	Architect Landscape Architect Engineer Land Survey Survey
BrightFields, Inc.	Engineer
Inside Out Designs, Inc.	Architect
The Lukmire Partnership, Inc.	Architect
McCon Engineering, Inc.	Engineer
MEP Designs, Inc.	Engineer
NMP Engineering Consulting, Inc.	Engineer
Phoenix Engineering, Inc.	Engineer
R2S Consultants	Engineer
The RBA Group	Architect Landscape Architect Engineer Property Line Survey Survey

## MINUTES

BOARDS AND COMMISSIONS - cont'd3. Prequalification of Architects and Engineers

RJM Engineering, Inc.	Engineer
speXsys, LLC	Engineer
Straughan Environmental Services, Inc.	Engineer
Whitman, Requardt and Associates, LLP	Architect Engineer Land Survey Property Line Survey

There being no objections, the Board, UPON MOTION duly made and seconded, approved the foregoing prequalification of Contractors and Architects and Engineers.

**MINUTES**

Department of Recreation and Parks - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a grant agreement with the Parks and People Foundation. The period of the grant agreement is effective upon Board approval for four months.

**AMOUNT OF MONEY AND SOURCE:**

\$13,313.00 - 9938-901743-9474-000000-703032

**BACKGROUND/EXPLANATION:**

The Mayor convened a Task Force to prepare an assessment of the existing recreation network and to develop evaluation criteria and standards for future recreation services in Baltimore City. The Parks and People Foundation raised private funds to hire AECOM, a consultant firm, which will facilitate the meetings and assist the Task Force in this endeavor.

Under this grant agreement, the Parks and People Foundation will receive funds from the City to supplement the funds that it has raised to hire the consultant.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMS THE GRANT AGREEMENT.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreement with the Parks and People Foundation.

**MINUTES**

Bureau of the Budget and - General Fund Operating  
Management Research                      Appropriations Transfer

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a general fund operating appropriation transfer from the operating budgets of the Department of Health to Program 310 - School Health to the Office of the Mayor, Mayoralty Education Grants, Program 443 - Maryland Cooperative Extension.

**AMOUNT OF MONEY AND SOURCE:**

\$200,000.00 - From: 1001-000000-3100-295900-603026  
School Health

To: 1001-000000-4460-338300-603026  
Cooperative Extension

**BACKGROUND/EXPLANATION:**

The general fund operating appropriation transfer is necessary to provide additional operating expenses for the Maryland Cooperative Extension Service.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the general fund operating appropriation transfer from the operating budgets of the Department of Health to Program 310 - School Health to the Office of the Mayor, Mayoralty Education Grants, Program 443 - Maryland Cooperative Extension.

**MINUTES**

Mayor's Office of Government Relations - Professional Services Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a professional services agreement with Van Scoyoc Associates, Inc. The period of the agreement is effective upon Board approval for 18 months.

**AMOUNT OF MONEY AND SOURCE:**

\$196,500.00 - 1001-000000-1220-145900-603021

**BACKGROUND/EXPLANATION:**

The federal advocate will continue to assist the City in enhancing its position in a broad range of matters before the federal government including, but not limited to tax issues, federal funding appropriations, urban affairs, education reform, municipal finance, infrastructure, transportation, housing, public health, and public safety.

**APPROVED FOR FUNDS BY FINANCE**

(FILE NO. 56063)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the professional services agreement with Van Scoyoc Associates, Inc.

**MINUTES**

Space Utilization Committee - Supplemental Agreement  
No. 1 to Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the supplemental agreement no. 1 to lease agreement with the Secretary of the Army (Government) and the Baltimore City Fire Department, for the rental of approximately 0.187 of an acre of land with a City-owned administration building, which is used as a firehouse, together with a berthing space for two floating docks for one fireboat and one high speed rescue boat, located at the U.S. Army Corps of Engineers' facility at Fort McHenry, in Baltimore City.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The consideration for the lease will be the operation and maintenance of the premises for the benefit of the general public.

On March 7, 2007, the Board approved the original lease agreement with the Government for the period of June 1, 2005 through May 1, 2010. This supplemental agreement no. 1 extends the period of the original lease agreement through May 31, 2015 and amends the termination notice period to 120 days. All other terms and conditions of the original lease agreement remain unchanged.

The Space Utilization Committee approved this supplemental agreement no. 1 at its meeting on June 22, 2010.

**(FILE NO. 54909)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the supplemental agreement no. 1 to

## MINUTES

Space Utilization Committee - cont'd

lease agreement with the Secretary of the Army (Government) and the Baltimore City Fire Department, for the rental of approximately 0.187 of an acre of land with a City-owned administration building, which is used as a firehouse, together with a berthing space for two floating docks for one fireboat and one high speed rescue boat, located at the U.S. Army Corps of Engineers' facility at Fort McHenry, in Baltimore City.

MINUTES

PERSONNEL MATTERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

2350 - 2351

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**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Commission on Aging and Retirement Education</u>		
1. <b>JANELLE AUGUSTUS</b>	\$15.00	<b>\$15,187.50</b>

Account: 4000-433511-3251-319739-601009

Ms. Augustus will serve as a Contract Specialist II for the Fiscal Service Unit. She will be responsible for posting encumbrances, expenditures, revenues and disbursements to journals, and reconciling and balancing accounts. She will also examine vouchers, claims, invoices, checks and supporting data for conformance with established procedures and regulations. The period of the agreement is effective upon Board approval through December 31, 2010.

2. <b>ROBERT LOWMAN</b>	\$18.49	<b>\$ 8,487.68</b>
	plus \$500.00	not-to-exceed
	for parking	
	& tolls	

Account: 5000-534011-3250-319900-601009

Mr. Lowman will serve as a Housing Specialist for the Senior Assisted Living Group Home Subsidy Program (SALGHS) and the Congregate Housing Services Program (CHSP). He will be responsible for responding to all inquiries for the SALGHS program and providing information and applications to applicants and providers. He will also monitor the CHSP bi-annually and prepare reports in conjunction with the Maryland Department of Aging. The period of the agreement is effective upon Board approval through December 31, 2010.

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>		
3. <b>DONALD REED</b>	\$20.00	<b>\$12,000.00</b>

Account: 1001-000000-4790-369600-6010109

Mr. Reed, a retiree, will continue to work as a Manager/Operator of the Tennis Center in Druid Hill Park. He will be responsible for the opening and closing of the center, inspection of the grounds on a daily basis, collecting fees for the rental of the ball machine and providing tennis lessons to patrons of the center. The period of the agreement is effective upon Board approval for six-months.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

1. SYSTEM SOURCE	\$ 5,490.00	Only Bid
Solicitation No. 07000 - Training Classes on Maintaining MS SQL Server - Department of Transportation - Req. No. R552055		

2. ATLANTIC TACTICAL, INC.	\$23,598.00	Low Bid
Solicitation No. B50001534 - Black Hawk Lights and Holsters - Police Department - Req. No. R545621		

3. VEND CENTRAL, INC.	\$ 6,500.00	Low Bid
Solicitation No. 07000 - One-Gallon Bottles of Water - Department of Public Works - Req. No. R544249		

The period of the award is June 30, 2010 through July 1, 2011, with two one-year renewal options.

4. CAPITOL FOUNDRY OF VA, INC.	\$ 6,000.00	Low Bid
Solicitation No. B50001538 - Handbox Frames and Covers - Department of Public Works - Req. No. R548123		

5. NESBURG, INC.	\$11,900.00	Low Bid
Solicitation No. B50001529 - Round Concrete Planters - Department of Public Works - Req. No. R549357		

6. RUDOLPH'S OFFICE & COMPUTER SUPPLY, INC.	\$24,776.28	Low Bid
Solicitation No. B50001530 - Outdoor Furniture - Department of Transportation - Req. No. R549350		

7. ROCAL, INC.	\$ 8,410.00	
CUSTOM PRODUCTS CORP.	\$ 3,968.40	
AND VULCAN, INC.	\$ 5,840.00	Low Bid
Solicitation No. B50001541 - Pre-Fabricated Traffic Control Signs - Department of Transportation - Req. No. R548862		

## 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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| 8. UNIVERSITY SOFTWARE, INC.   | \$ 8,000.00 | Sole Source |
| Solicitation No. 08000 - Annual Maintenance - Police Department - Req. No. R551248 |             |             |

The vendor is the sole source provider of this proprietary software and its associated maintenance.

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| 9. BIOPOOL DBA TRINITY<br>BIOTECH DISTRIBUTION  | \$ 5,968.68 | Low Bid     |
| Solicitation No. B500001527 - HIV Tests - Department of Health - Req. No. R549167                   |             |             |
| 10. CITIZENS PHARMACY SERVICES  | \$24,730.00 | Low Bid     |
| Solicitation No. 07000 - Delousing Products (Nix and Rid) - Department of Health - Req. No. R544058 |             |             |
| 11. CDW GOVERNMENT, INC.  | \$24,040.36 | Low Bid     |
| Solicitation No. 07000 - Communications Hardware - Police Department - Req. No. R546665             |             |             |
| 12. SOCIAL SOLUTIONS  | \$ 9,245.00 | Sole Source |
| Solicitation No. 08000 - Software Renewal - Department of Health - Req. No. R545727                 |             |             |

The vendor is the sole source provider of this proprietary software. The period of the award is July 14, 2010 through June 30, 2011.

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| 13. KERSHNER ENVIRONMENTAL<br>TECHNOLOGIES  | \$ 6,167.10 | Sole Source |
| Solicitation No. 08000 - NETZSCH Pumps Parts - Baltimore Convention Center - Req. No. R552066 |             |             |

The vendor is the exclusive distributor for Maryland.

## 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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| 14. <u>GANS &amp; PUGH ASSOCIATES, INC.</u>   | <u>\$10,348.00</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - Outdoor Camera System Expansion and Integration - Police Department - Req. No. R552733 |                    |                    |

The vendor is the sole source of this customized hardware and software system integration with current equipment and systems in place at the Police Department.

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| 15. <u>RANGE MAINTENANCE, INC.</u>   | <u>\$24,998.00</u> | <u>Low Bid</u> |
| Solicitation No. 07000 - Police Range Maintenance - Police Department - Req. No. R552573 |                    |                |

The period covered of the award is July 14, 2010 through October 13, 2010.

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| 16. <u>THE FURST BROTHERS COMPANY</u>  | <u>\$19,500.00</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - Framing Materials and Supplies - Police Department - Req. No. R552476 |                    |                    |

The vendor supplies custom-made frames to the Baltimore City Police Department and is the sole source for the molding used in these frames, which must match those currently displayed in the Department. The period of the award is July 14, 2010 through July 13, 2011.

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| 17. <u>PITNEY-BOWES, INC.</u>   | <u>\$ 6,420.00</u> | <u>Renewal</u> |
| Solicitation No. 06000 - Postage Machine Lease Agreement - Police Department - Req. No. R551284 |                    |                |

On July 21, 2007, the Board approved the initial award in the amount of \$6,456.00. The award contained renewal options at the sole discretion of the City. Subsequent actions have been approved. This renewal covers months 35 through 46 of a five-year lease agreement, ending on June 20, 2012.

**(FILE NO. 57040)**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 18. PLATINUM SERVICES, INC.  | \$11,490.00 | Selected Source |
| Solicitation No. 06000 - Transportation Election Supplies -<br>Board of Elections - Req. No. R552607 |             |                 |

The vendor currently has a contract with the State of Maryland Election Board to transport all voting machines to and from City precincts for the Primary and General 2010 Elections including Early Voting. It is considered in the best interest of the City to have Platinum Services, Inc. transport City election supplies with the voting machines, which is cost efficient and assures timely coordinated delivery. It has been determined that the price is fair and reasonable. The period of the award is July 14, 2010 through November 19, 2011.

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| 19. PITNEY-BOWES,<br>INC.  | \$22,359.00 | Agreement/<br>Sole Source |
| Solicitation No. 08000 - Software Maintenance Services<br>Agreement for PX Mailing System - Req. No. R536659 |             |                           |

The Board is requested to approve and authorize execution of an agreement with Pitney-Bowes, Inc. The period of the agreement is July 14, 2010 through July 13, 2011, with two 1-year renewal options.

The vendor is the sole source of this proprietary software already in use at the Department of Public Works.

**(FILE NO. 57040)**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 20. SICO AMERICA, INC.   | \$ 7,780.60 | Increase |
| Solicitation No. 08000 - Repairs to SICO Stages - Baltimore Convention Center - Req. No. R543482 |             |          |

On May 5, 2010, the Board approved the initial award in the amount of \$17,746.18. An increase in the amount of \$7,780.60 is necessary because two additional technicians are required to perform the service. This increase in the amount of \$7,780.60 will make the total award \$25,526.78.

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| 21. CITIZENS PHARMACY SERVICES   | \$24,206.00 | Increase |
| Solicitation No. B50000691 - Gonorrhea Medicine Packets - Health Department - Req. No. P550914 |             |          |

On October 8, 2008, the Board approved the initial award in the amount of \$19,200.00. Subsequent actions have been approved. An increase in the amount of \$24,206.00 is necessary due to an anticipated increase in usage, making the total award amount \$67,806.00.

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| 22. AGILENT TECHNOLOGIES  | \$25,584.00 | Sole Source |
| Solicitation No. 08000 - Spectrometer Coverage - Police Department - Req. No. R552784 |             |             |

The vendor is the manufacturer and sole provider of service, upgrades, parts, and repairs to this proprietary system currently in use by the Police Department's Crime Lab.

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

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 23. MSA (MINE SAFETY APPLIANCES)   | \$29,000.00 | Sole Source |
| Solicitation No. 08000 - MSA SafeSite Upgrade - Fire Department - Req. No. R551538 |             |             |

The vendor is the manufacturer and sole provider of upgrades for this proprietary system currently in use by the Fire Department.

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

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| 24. ORACLE AMERICA INC.   | \$81,509.59 | Sole Source |
| Solicitation No. 08000 - Oracle Software Updates and Supports - Department of Public Works, EDP Center - Req. No. R550987 |             |             |

The requirement is for technical support service and software upgrades for Oracle proprietary software and it is available only 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.

## 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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|---|-------------|-------------|
| 25. SYTECH CORPORATION  | \$30,170.00 | Sole Source |
| Solicitation No. 08000 - Telephone Investigation System<br>Maintenance - Police Department - Req. No. R551261 |             |             |

The vendor is the manufacturer and sole provider of this proprietary telephone investigation system software used by the Police Department.

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

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| 26. UNIVERSAL SECURITY<br>INSTRUMENTS, INC.   | \$105,840.00 | Renewal |
| Solicitation No. B50001108 - Smoke and Fire Alarms - Fire<br>Department - Req. Nos. Various |              |         |

On July 15, 2009, the Board approved the initial award in the amount of \$105,840.00. This is the first of three 1-year renewal options at the sole discretion of the City. The period of the renewal is July 15, 2010 through July 14, 2011.

**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

## 27. HD SUPPLY

WATERWORKS, LTD	\$225,525.10	Renewal
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Solicitation No. B50000069 - Brass Fittings - Department of Public Works - Req. Nos. Various

On December 5, 2007, the Board approved the initial award in the amount of \$350,000.00. The award contained one renewal option. Therefore, authority is requested to exercise the sole renewal option remaining. The period of the renewal is November 1, 2010 through October 31, 2012.

**MWBOO GRANTED A WAIVER.**

## 28. VEOLIA TRANSPORTATION

SERVICES, INC.	\$ 40,000.00	Selected Source
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Solicitation No. 06000 - Provide Taxi Cab Service - Board of Elections - Req. Nos. R552608 and R552609

The vendor is the only known vendor that has the resources to provide service to all Citywide precincts simultaneously, provide communication among all taxis and facilities, and provide route resources quickly when and where needed for the 2010 primary and general elections, including early voting. As the rates are set by the State of Maryland Public Services Commission, pricing is deemed fair and reasonable.

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.**

(FILE NO. 57006)

## 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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| 29. <u>ELECTION WORKS INC.</u>   | <u>\$ 28,279.00</u> | <u>Selected Source</u> |
| Solicitation No. 06000 - Ballot Supply Carriers - Board of Elections - Req. Nos. R550708 and R550710 |                     |                        |

Ballot Supply Carriers are now required by the State of Maryland and the vendor is the only one of two suppliers meeting the product specifications and the only vendor meeting the time constraints.

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.**

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| 30. <u>UNIVERSITY OF BALTIMORE SCHAEFER CENTER</u>   | <u>\$294,310.00</u> | <u>Selected Source</u> |
| Solicitation No. 06000 - Provide Election Judge Training - Board of Elections - Req. No. R552617 |                     |                        |

The Board of Elections has used this vendor for election judge training previously. Because of the required continuity of training, the Board of Elections requests the same service for the 2010 Primary and General Elections, including early voting.

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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| 31. CHESAPEAKE FORD TRUCK<br>SALES, INC. | \$214,964.00 | Increase |
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- Solicitation No. B50001366 - Five-Ton Crew Cab Dump Truck -  
Department of Public Works, Maintenance Division - Req. No.  
R551756

On March 24, 2010, the Board approved the initial award in the amount of \$107,482.00. An increase in the amount of \$214,964.00 is needed to purchase two additional trucks for the Department of Public Works, Maintenance Division. This increase in the amount of \$214,964.00 will make the total award amount \$322,446.00.

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

**MWBOO GRANTED A WAIVER.**

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| 32. CROVATO PRODUCTS<br>AND SERVICE | \$ 50,000.00 | Increase |
|-------------------------------------|--------------|----------|
- Solicitation No. 08000 - Chemicals for BG Automatic  
Transmissions Machine - Department of General Services - Req.  
Nos. Various

On October 1, 2008, the Board approved the initial award in the amount of \$24,000.00. Subsequent actions have been approved. This increase in the amount of \$50,000.00 is necessary due to an increase in usage and expenditures during the snow emergency. The contract expires September 30, 2011 with 2 one-year renewal options.

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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.

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| 33. AFFILIATED COMPUTER SERVICES   | \$1,000,000.00 | Renewal Revenue Contract |
| Solicitation No. BP 03124 - False Alarm Reduction Program - Police Department - Req. No. To be determined. |                |                          |

On July 16, 2003, the Board approved the initial award in the amount of \$2,855,753.97. On July 2, 2008, the Board approved the first renewal in the amount of \$1,431,409.43. On July 15, 2009, the Board approved the second renewal in the amount of \$850,000.00. This is the final renewal in the amount of \$1,000,000.00. The period of the renewal is July 15, 2010 through July 14, 2011.

**MWBOO SET GOALS OF MBE 13% AND 3% WBE.**

<b>MBE:</b> Kidd's Int'l Home Care, Inc.	13%
<b>WBE:</b> NRCS, Inc.	3%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
34. SMG	\$ 10,000.00	Ratification/Term
	<u>90,000.00</u>	Purchase Order
	<b><u>\$100,000.00</u></b>	

Solicitation No. 06000 - Manage and Operate First Mariner Arena - Department of Finance - Req. Nos. To be determined.

On June 3, 1998, the Board approved the initial award in the amount of \$435,000.00. The award contained renewal options at the sole discretion of the City. Subsequent actions have been approved. Due to an MWBOO compliance issue that required further examination BP 17298 - Manage and Operate First Mariner Arena expired on June 30, 2010, with two 1-year renewal options remaining. However, the vendor continued to supply services to meet the City's needs. Therefore, it is requested that the expenditures from July 1, 2010 through July 13, 2010 be ratified and that a Term Purchase Order be approved under the same terms and conditions as BP 17298, including the remaining one-year renewal option.

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

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases**MWBOO SET GOALS OF 20% MBE AND 3% WBE.**

<b>MBE:</b> South Mountain Mechanical Contractor	34.58%
Afro-American Newspaper	0.23%
<b>WBE:</b> Crown Foods	29.43%
Edie Brown & Assocs.	0.75%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

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 agreement with Pitney-Bowes, Inc. (item no. 19).

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

2366 - 2372

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>Baltimore Development Corporation (BDC)</u>			
1.	\$ 782.50	9911-903859-9600	9910-905852-9601
	M&CC	Constr. Res.	Economic Dev.
		BDC Economic Dev.	Incentives
	62.64	9910-902483-9600	9910-903483-9601
	M&CC	Constr. Res.	S. Balto. Ind. Dev.
		S. Balto. Ind.	& Coml. Dev.
		& Coml.	
	3,944.52	9910-904115-9600	9910-905825-9603
	M&CC	Constr. Res.	Westside Downtown
		Westside	
		Initiative	
	5,234.98	9910-904982-9600	9910-902879-9601
	M&CC	Constr. Res.	Coml. Revitalization
		Coml. Rev. Program	
	1.00	9910-905575-9600	9910-906575-9601
	M&CC	Constr. Res.	E. Balto. Ind.
		E. Balto. Ind.	& Coml. Dev.
		& Coml. Dev.	
	4,756.04	9910-904115-9600	9910-905825-9603
	19 <sup>th</sup> EDF	Constr. Res.	Westside Downtown
		Westside	
		Initiative	
	2,601.25	9910-902873-9600	9910-903873-9601
	20 <sup>th</sup> EDF	Constr. Res.	Brownsfield
		Brownsfield	Incentive Fund
		Incentive Fund	
	8,378.17	9910-902873-9600	9910-904354-9601
	21 <sup>st</sup> EDF	Constr. Res.	W. Balto. Ind.
		Brownsfield	& Coml. Dev.
		Incentive Fund	

## MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
BDC - cont'd		
75.00	9910-904982-9600	9910-902879-9601
21 <sup>st</sup> EDF	Constr. Res. Coml. Rev. Program	Coml. Revitalization
26,715.00	9910-905575-9600	9910-906575-9601
21 <sup>st</sup> EDF	Constr. Res. E. Balto. Ind. & Coml. Dev.	E. Balto. Ind. & Coml. Dev.
15,265.00	9910-903354-9600	9910-904354-9601
22 <sup>nd</sup> EDF	Constr. Res. W. Balto. Ind. & Coml. Dev.	W. Balto. Ind. & Coml. Dev.
4,285.00	9910-904115-9600	9910-905825-9603
22 <sup>nd</sup> EDF	Constr. Res. West Side Initiative	West Side Downtown
<hr/>		
<b>\$ 72,101.10</b>		

This transfer will provide funds to reimburse the BDC for eligible capital expenses for the month ending February 28, 2010.

## MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
2. <b>\$20,000.00</b> 22 <sup>nd</sup> EDF	9910-904115-9600 Constr. Res. West Side Initiative	9910-905825-9603 West Side Downtown

This transfer will provide funds for the Department of General Services Civil and Structural Engineering Division to examine and provide repair services for the stabilization of a collapsed roof at the property known as 103 W. Lexington Street. Repair services include the development of a plan to rebuild the roof and make the structure safe for occupancy.

Department of General Services

3. <b>\$2,635,134.00</b> ARRA Federal	9916-909900-9194 Constr. Res.	9916-913900-9197 EECG Stimulus Construction
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This grant was included in the 2010 CIP in the amount of \$6,300,000.00 and will be administered through the Department's Energy and Planning's Sustainability offices. The grant will be used in the next three years for energy projects, such as energy improvements in City Buildings, cleaner energy and sustainable systems to serve the City's vehicle fleet, community and small business energy efficiency programs, youth energy conservation initiatives renewable and sustainable energy initiatives for City government and a climate action for the City. This transfer of funds will cover the costs associated with the energy improvements.

## MINUTES

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
4.	\$ 100,000.00	9920-904200-9209	9920-903200-9208
	General Funds	Fire Station	Facilities
		Facilities	Modernization
		Reserve	Active
	1,400,000.00	9920-904200-9209	9920-903200-9208
	3 <sup>rd</sup> Public Bldg.	Fire Station	Facilities
	Loan	Facilities	Modernization
	<u>\$1,500,000.00</u>	Reserve	Active

This transfer of funds will cover the costs of various capital improvements at fire stations including but not limited to roofs, windows, structural, plumbing, electrical and HVAC repairs and upgrades.

Department of Transportation

5.	\$ 94,346.48	9950-903323-9528	9950-902323-9527-3
	MVR	Constr. Res.	Design & Studies
		Key Highway	Key Highway

This transfer will fund costs associated with the award of Task No. 11 on Project 01074 (B/D # 08040) to Sabra, Wang, & Associates, Inc. to provide design and input meetings for a new roundabout at the intersection of Key Highway and Light Street.

## MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore National Heritage Area</u>		
6. \$ 100,000.00	9904-902152-9129	9904-901152-9127
1 <sup>st</sup> Public Bldg. Buildings	Reserve	Baltimore City Heritage Area Program - 1 <sup>st</sup> Public Bldg.

This transfer will provide funds to cover the costs associated with FY10 small capital grants to various historical and cultural sites throughout the heritage area. The sites were chosen via a competitive selection process by the Baltimore Heritage Area Association, an advisory Group to the Baltimore Heritage Area in the Office of the Mayor.

Enoch Pratt Free Library

7. \$ 225,000.00	9936-908200-9458	9936-902028-9457
5 <sup>th</sup> EPFL Loan	Facilities Modernization	Edmonson Avenue

The Edmonson Avenue Branch Library built in 1952 was renovated in order to address basic structural issues as well as physical improvements that will dramatically affect service delivery. The branch improvements provide access to all customers including those with disabilities; offer greater space for public use of technology; and provide for appropriate spaces for services to children and teens. The State provided \$534,000.00 in matching grants for this project. This transfer will allow for awarding of change orders to the original construction contract due to

## MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Enoch Pratt Free Library - cont'd</u>		
<p>unforeseen site conditions. The branch reopened for public service on June 9, 2010. The facilities modernization account was created to support renovations in neighborhood libraries and is a holding account until projects are initiated.</p>		
<u>Department of Recreation and Parks</u>		
8. <b>\$100,000.00</b>	9938-904766-9475	9938-903701-9474
State	Reserve - Herring Run Park	Active - Park Master Plan
<p>This transfer will provide funds to cover the costs associated with design services for Herring Run Master Plan under On-Call Contract No. 1065 to Mahan Rykiel Associates, Inc.</p>		
9. <b>\$ 45,000.00</b>	9938-906757-9475	9938-901751-9474
MVR	Reserve - Herring Run Greenway Phase I	Active - Herring Run Greenway Phase I
<p>This transfer will provide funds to cover the cost associated with design services under On-Call Contract No. 1064, Task No. 28 to Greenman-Pedersen, Inc.</p>		

## MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Recreation and Parks - cont'd</u>		
10. \$ 70,000.00	9938-908779-9475	9938-908779-9474
Rec. & Parks	Reserve - Druid Hill	Active - Druid
25 <sup>th</sup> Series	Park Pool & Bathhouse	Hill Park Pool
	Renovation	& Bathhouse
		Renovation

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1066, Task No. 23 to Hord Coplan Macht, Inc.

**MINUTES**

Baltimore Development Corporation (BDC) - 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 through June 30, 2012, with the option to extend the grant agreement under the same terms and conditions and approval of the Board.

**AMOUNT OF MONEY AND SOURCE:**

\$900,000.00 - 9911-905858-9600 (State/Other)  
90,000.00 - 9910-904115-9600 (22<sup>nd</sup> EDF - West Side)  
**\$990,000.00**

**BACKGROUND/EXPLANATION:**

The grant agreement will facilitate the Westside Facade Improvement Grant Program. Funding will be provided from the remaining State of Maryland FY 2007 and FY 2008 appropriation for the Westside Revitalization Project - Capital Grants Agreement, in the amounts of \$450,000.00 for FY 2007 and \$450,000.00 for FY 2008.

On February 10, 2010, the Board approved an Intergovernmental Agreement between the Maryland Transportation Administration (MTA), Department of Transportation (DOT), the BDC which specifically included the DPOB - Facade Improvement Grant Program for the Westside Initiative area.

In 2000, the DPOB developed and implemented a Facade Improvement Grant Program, which is coordinated with the DPOB's Code Enforcement Initiative, Retail Initiative, and ongoing streetscape improvements. The Program targets commercial and mixed-use properties in traditional retail commercial corridors within the boundaries of the Westside Initiative. By focusing these efforts on specific blocks, the impact is increased by targeting areas where there is other capital investment underway and where improvements are most visible. This geographic focus also leads to increased opportunities for commercial development for small and mid-sized companies, retail in particular.

## MINUTES

BDC - cont'd

The DPOB has as its core mission, the continual improvement, enhancement, and beautification of Downtown in order to create an environment where people choose to live, work and play. An essential component of achieving this goal is the improvement of the physical environment in the core of Downtown through infrastructure improvements and reconstruction; improving the aesthetics, and therefore the marketability, of the building stock; and retaining and attracting small and mid-size businesses to storefront locations.

The Board is requested to approve a transfer of funds in the amount of \$900,000.00 in advance of the State funds to the BDC as contract administrator on behalf of the City. The funds are estimated to provide approximately 75 businesses (38 businesses in year one and 37 businesses in year two) an average of \$12,500.00 per facade grant.

The advancement of City funds to the program will encourage owners and small businesses to utilize the grant program; streamline the application and reimbursement process resulting in the increased vitality and livability of the Westside retail areas.

Eligible grant costs, means the actual costs incurred by an Owner/Applicant, for improvements made to the facade of the Owner/Applicant's property, reimbursement for which will not exceed the lesser of up to 50% of the cost or up to \$20,000.00. Representative improvements will have a useful life expectancy of at least 15 years.

The BDC will disburse funds to the DPOB in accordance to the agreement. The BDC will be responsible for submitting all reimbursement requests to the State through the Department of Finance. The BDC will grant up to \$90,000.00 from its Economic Development Bond funding to the DPOB for administrative costs related to the Program and/or for the Facade Grants.

MINUTES

BDC - cont'd

The DPOB will administer the program as set forth in the grant agreement. The DPOB will provide the necessary staff, consultants, and other resources to ensure that the program and the scope of work are completed in a timely fashion and in compliance with all Applicable Laws and the Capital Grants Program.

In 2009, the DPOB issued a Request for Qualifications for Architectural Services related to the program. Three firms were selected: SMG Architects; Marks, Thomas Architects; and Arel Architects; the latter having MBE State and City certification.

**APPROVED FOR FUNDS BY FINANCE**

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$900,000.00	9911-905858-9600	
State-Other	Constr. Res.	
90,000.00	9910-904115-9600	
<u>22<sup>nd</sup> EDF</u>	Constr. Res. -	
	Westside Initiative	
<b>\$990,000.00</b>	-----	9910-905825-9603
		Westside Downtown

This transfer will provide funds in association with a grant agreement with the DPOB, and the BDC to administer a Facade Improvement Grant Program for businesses and property owners in the Westside Initiative project area.

**(FILE NO. 56327)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreement with the Downtown Partnership of Baltimore, Inc.. The transfer of funds was approved SUBJECT to receipt of a favorable report from the

**MINUTES**

BDC - cont'd

Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

## MINUTES

Department of Planning - Report on Previously  
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 36** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on June 9, 16, and 23, 2010.

The Board **NOTED** receipt of the 36 favorable reports.

**MINUTES****CITY COUNCIL BILLS**

09-0382 - An Ordinance concerning Sale of Property - Portion of 1900 Argonne Drive, Lot 2A, Block 5387 and a Portion of Lot 2, Block 5387 for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in certain parcels of land known as a portion of 1900 Argonne Drive, Lot 2A, Block 5387 and a portion of Lot 2, Block 5387 and no longer needed for public use; and providing for a special effective date.

**ALL REPORTS RECEIVED WERE FAVORABLE.**

09-0424 - Sale of Property - Block 530, Lot 43/46 (the Mayfair Theater Dressing Rooms) for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in certain property known as Block 530, Lot 43/46 (the Mayfair Theater Dressing Rooms) and no longer needed for public use; and providing for a special effective date.

**ALL REPORTS RECEIVED WERE FAVORABLE.**

**MINUTES****CITY COUNCIL BILLS**

10-0481 - Charter Amendment - Redistricting Plan for the purpose of modifying the time by which the Mayor must submit a redistricting plan to the City Council; clarifying and conforming related language; and submitting this amendment to the qualified voters of the City for adoption or rejection.

**ALL REPORTS RECEIVED WERE FAVORABLE.**

10-0499 - Charter Amendment - Procurement for the purpose of establishing new procedures for establishing and modifying certain bid threshold amounts, bid and performance requirements, advertising requirements, award criteria, and other matters governing procurement; and submitting this amendment to the qualified voters of the City for adoption or rejection.

**ALL REPORTS RECEIVED WERE FAVORABLE.**

UPON MOTION duly made and seconded, the Board approved Bill Nos. 09-0382, no. 09-0424, no. 10-0481, and no. 10-0499 and directed that the Bills be returned to the City Council with the recommendation that they also be approved and passed by that Honorable Body. The President **ABSTAINED.**

## MINUTES

Police Department - Employment Agreements

The Board is requested to approve and authorize execution of the various employment agreements. The period of the agreement is effective upon Board approval for one year.

	<u>Name</u>	<u>Hourly Rate</u>	<u>Amount</u>
1.	Donald F. Kramer	\$14.42	\$30,000.00
2.	Donald F. Daugherty	\$14.42	\$30,000.00
3.	Shonda D. Williams	\$14.42	\$30,000.00
4.	Nancy P. Byers	\$14.42	\$30,000.00
5.	Fred D. Wright	\$14.42	\$30,000.00
6.	Edna M. Price	\$14.42	\$30,000.00
7.	Kenneth C. Eyster	\$14.42	\$30,000.00

Account: 1001-000000-2010-197600-6010009

On January 3, 1996, the Board approved a waiver of Administrative Manual Policy AM 212-1, which allowed the Baltimore Police Department to hire retired police officers as contract employees.

The retirees will perform a variety of tasks, previously performed by full-duty police officers, which are supportive in nature. This will allow the Department to continue to assign active police officers to crime fighting duties.

MINUTES

Police Department - cont'd

The retirees will receive no benefits other than workmen's compensation and F.I.C.A.

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Police Department - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from the Governor's Office of Crime Control and Prevention (GOCCP). The period of the grant award is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$92,989.00 - 5000-516111-2024-688100-600000

**BACKGROUND/EXPLANATION:**

The grant award is for the Gun Violence Reduction Program. The goal of the Gun Violence Reduction Program is to reduce firearm related crimes by supporting the Multi-Jurisdictional Gun Trace Task Force and Baltimore's Gun Offender Registry. This will be achieved through the services of two retired Baltimore City Police Department - Crime Lab contractual employees who examine and trace every firearm recovered in Baltimore and work to reduce the firearms backlog in the laboratory.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the grant award from the Governor's Office of Crime Control and Prevention.

## 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. Pacific Enterprises, LLC	2003 E. Eager St.	G/R \$39.00	\$ 325.00
Funds are available in account 9910-906416-9588-900000-704049, EBDI Project, Phase II.			
2. Mary Ballard	1023 N. Washington St.	F/S	\$33,000.00
3. Joyce D. Beck	958 N. Chester St.	L/H	\$30,700.00
Funds are available in account 9910-906416-9588-900000-704040, EBDI, Phase II.			

**(FILE NO. 56017)**

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

Dept. of Housing and Community Development - Condemnations

4. Woodrow L. Nash and Joanne M. Nash	916 N. Chester St.	F/S	\$ 7,330.00
5. Kerr Leach, Sr.	926 N. Chester St.	L/H	\$ 6,200.00
6. Keith D. Kitchen	2032 Ashland Ave.	L/H	\$ 9,320.00
7. Carroll L. Marcus	1743 E. Preston St.	L/H	\$27,650.00

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnation - cont'd</u>			
8. Jeanette Gladden and Gregory W. Gladden	1729 E. Preston St.	L/H	\$31,650.00

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

DHCD - Condemnation or Extinguish Ground Rent Interest

The Board is requested to approve the acquisition by condemnation or to make application to the Maryland Department of Assessments and Taxation to extinguish the ground rent interest for the following property:

9. The Trustees of Princeton Univer- sity, Cynthia C. Boyer and Mary Ellen Bright (deceased)	2014 Ashland Ave.	G/R \$42.00	\$ 280.00
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Funds are available in account 9910-907420-9588-900000-704049, EBDI Project, Phase II.

**(FILE NO. 56017)**

UPON MOTION duly made and seconded, options and condem-  
Nations or Extinguish Ground Rent Interest.

## MINUTES

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition by gift of the property located at 2020 W. Lanvale Street from Vivian Utterman, owner, **SUBJECT** to any outstanding municipal liens.

**AMOUNT OF MONEY AND SOURCE:**

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

**BACKGROUND/EXPLANATION:**

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

Ms. Utterman has offered to donate her title to the property at 2020 W. Lanvale Street. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 2020 W. Lanvale Street are itemized as follows:

Cumulative Real Property Taxes 1998-2010

Total Taxes	\$ 523.09
Interest/Penalties	275.52
Other	203.87
Tax Sale Interest	34,608.41
Miscellaneous Bills	12,778.58
Metered Water (Tax Sale)	<u>1,617.13</u>
Total Municipal Liens	<b>\$50,006.60</b>

## MINUTES

DHCD - cont'd

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

UPON MOTION duly made and seconded, the Board approved the acquisition by gift of the property located at 2020 W. Lanvale Street from Vivian Utterman, owner, **SUBJECT** to any outstanding municipal liens.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Commission on Aging &amp; Retirement Education (CARE)</u>			
1. Pamela Massie	2010 National Medicare Train-the Trainer Workshop Philadelphia, PA July 26 - 29, 2010	Senior Care Program	\$ 910.62
<u>Office of the Inspector General</u>			
2. David McClintock	Assoc. of Inspector General, Certified IG Course Chicago, IL August 8 - 13, 2010 (Reg. Fee \$1,000.00)	General	\$2,513.40
<u>Department of Recreation and Parks</u>			
3. Victor Miranda	ESRI International User Conference San Diego, CA July 10-18, 2010	Accessory Account	\$ 807.40
<u>Baltimore Police Department</u>			
4. Sharon Talmadge Elizabeth Stasik*	International Assoc. for Identification Conf. July 11-17, 2010 (Reg. Fee \$495.00) (Reg. Fee \$295.00)*	Coverdell Grant	\$4,578.10

## MINUTES

TRAVEL REQUESTS - cont'dDepartment of Housing and Community Development

5.Darryl W. Stutely	Head Start Facility	Head Start	\$1,141.40
	Group Training	Program/	
	Workshop	Federal	
	Las Vegas, NV		
	July 13 - 16, 2010		

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

## MINUTES

Mayor's Office of Employment - Agreements and an Amendment  
Development (MOED) to Agreement

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

AGREEMENTS

1. **JOHNS HOPKINS BAYVIEW MEDICAL CENTER, INC.** **\$ 8,029.50**

Account: 4000-805310-6310-462105-603051

The organization will conduct 70 hours of training for 15 incumbent employees of Johns Hopkins Bayview Medical Center, Inc. through an initiative known as Maryland Business Works. The employees will receive training in Basic Math Skills for the Healthcare Worker, Medical Terminology for Health Occupations, and Anatomy & Physiology for Health Occupations. The period of the agreement is February 23, 2010 through March 11, 2011.

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

2. **HISTORIC EAST BALTIMORE COMMUNITY ACTION COALITION, INC. (HEBCAC)** **\$600,911.00**

Account: 1001-000000-6331-475905-603051

HEBCAC will provide comprehensive integrated services to at least 300 out-of-school youth, ages 16 - 22, who live in Baltimore City. The services will include but will not be limited to job readiness preparation, career skills training, employment connections, case management, recreational and cultural activities, and other services. The period of the agreement is July 1, 2010 through June 30, 2011.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

## MINUTES

MOED - cont'd

AMENDMENTS TO AGREEMENTS

3. **BALTIMORE CITY BOARD OF SCHOOL COMMISSIONERS** **\$157,160.00**

Account: 5000-501010-6390-489405-603051

On October 14, 2009, the Board approved a new grant agreement, in the amount of \$454,596.00 with the Baltimore City Board of School Commissioners. The MOED received the grant to assist in the implementation of Baltimore's Workforce Development Initiative to Reduce Youth Gangs and Violent Crimes. Under the terms of the agreement, the MOED would provide work and internship experiences for 200 juvenile offenders and to enhance services to out-of-school youth who participate in the Youth Opportunity Baltimore Program. The period of the agreement was July 1, 2009 through June 30, 2010.

This amendment to the agreement will increase the award by \$157,160.00 and extend the period of the agreement through September 30, 2010. The total amount of the agreement is not to exceed \$611,756.00 of Federal funds. All other terms and conditions of the original agreement remain unchanged.

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

4. **BALTIMORE CITY BOARD OF SCHOOL COMMISSIONERS** **\$177,708.09**

Account: 5000-501010-6390-489505-603051

On October 14, 2009, the Board approved the original grant agreement, in the amount of \$580,801.00, with the Baltimore City Board of School Commissioners. The period of the agreement was July 1, 2009 through June 30, 2010.



## MINUTES

MOED - cont'd

6. **BALTIMORE CITY BOARD OF SCHOOL COMMISSIONERS (BCBSC)** \$ 0.00

On November 26, 2008, the Board approved the original agreement in the amount of \$594,245.00, for the period September 23, 2008 through June 30, 2010. These funds were used to support the BCBSC implementation of Strategies to Improve Academic, Social and Career Pathway outcomes at W.E.B. DuBois High School. To support the implementation, the MOED would use its expertise in implementing the FUTURES dropout prevention program for youth "at risk".

This amendment no. 1 to agreement will extend the term of the agreement through August 31, 2010. The total amount of the agreement is not to exceed \$594,245.00.

**AUDITS NOTED THIS NO-COST TIME EXTENSION.**

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreement and the amendment to agreement.

**MINUTES**

Parking Authority of - Parking Facilities Maintenance Agreement  
Baltimore City (PABC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a parking facilities maintenance agreement with CMG, Inc. The period of the agreement is June 1, 2010 through May 31, 2011, with two 1-year renewal options.

**AMOUNT OF MONEY AND SOURCE:**

\$186,564.00 - 2076-000000-2320-254200-603026 Maintenance Fee  
75,000.00 - 2076-000000-2320-254200-603026 Snow Removal\*  
**\$261,564.00**

\*Snow Removal - this is an estimate. Actual dollar amount required for snow removal will be determined by the amount of snowfall.

**BACKGROUND/EXPLANATION:**

On July 23, 2003, the PABC was given the duties of management, maintenance and control of the City's parking lots through a memorandum of understanding. Under the Parking Facilities Maintenance agreement the CMG will maintain 24 parking lots. The services that CMG will perform include emptying trash receptacles, power sweeping, trimming vegetation and clearing snow and ice. The CMG will also clean the Farmer's Market lot, prior to the market opening each day.

The PABC issued an RFP for the maintenance of the 24 parking facilities and has received responses from three firms. The proposals were reviewed by a panel consisting of members of the PABC, Baltimore Office of Promotion and the Arts and the Department of Transportation. The panel found that CMG's proposal represented the best value to the PABC and recommended award of the contract to CMG. The Parking Authority Board of

## MINUTES

PABC - cont'd

Directors concurred with the recommendation and approved negotiation of a contract with CMG.

**MBE/WBE PARTICIPATION:**

MWBOO SET GOALS OF 10% MBE AND 4% WBE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

A LETTER OF PROTEST HAS BEEN RECEIVED FROM MID-ATLANTIC PARKING SERVICES, INC.

(FILE NO. 55987)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the parking facilities maintenance agreement with CMG, Inc.

**MINUTES**

Parking Authority (PABC) - Card Services Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a card services agreement with Global Payments Direct, Inc. (Global) and HSBC Bank USA, National Association for the listed facilities. The period of the agreement is effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

\$ 8,550.00	-	2075-000000-5800-407200-603016	-	Arena
8,850.00	-	2075-000000-5800-407700-603016	-	Baltimore
850.00	-	2075-000000-5800-408200-603016	-	Caroline
1,150.00	-	2075-000000-5800-408300-603016	-	Fleet & Eden
3,250.00	-	2075-000000-5800-407400-603016	-	Franklin
100.00	-	2075-000000-5800-408750-603016	-	Fayette
3,500.00	-	2075-000000-5800-407600-603016	-	Lexington
1,550.00	-	2075-000000-5800-407900-603016	-	Little Italy
1,850.00	-	2076-000000-2320-253800-603016	-	Marina
2,350.00	-	2075-000000-5800-407100-603016	-	Market Center
7,350.00	-	2075-000000-5800-407000-603016	-	Marriott
35,300.00	-	2075-000000-5800-407600-603016	-	Penn Station
5,450.00	-	2076-000000-2320-253900-603016	-	Redwood
4,200.00	-	2075-000000-5800-408100-603016	-	St. Paul
6,700.00	-	2075-000000-5800-407300-603016	-	Water Street
6,250.00	-	2076-000000-2320-254000-603016	-	West
450.00	-	2076-000000-2320-253300-607001	-	PABC Grant
<u>119,700.00</u>	-	2075-000000-5800-408700-607001	-	Meter Account
<b>\$217,400.00</b>				

**BACKGROUND/EXPLANATION:**

The PABC accepts credit card payments at parking garages, parking meters, PABC walk-in office, and at the Residential Permit Parking website "PABC Programs". Accepting credit card payments has facilitated many of the revenue controls implemented by the PABC while providing convenience to customers of the PABC/City's various programs.

## MINUTES

PABC - cont'd

In 2003, the PABC began installing parking access and revenue control equipment in City-owned off-street parking facilities which was completed in 2006, to provide better cash management, allow for credit card acceptance, and to make overall operations more efficient. In 2003, the PABC began accepting credit card payments online and at the PABC office for Residential Parking Permits. Beginning in 2004, the PABC began upgrading the City's on-street parking meters to among other things allow for credit card acceptance. Much of the success of the PABC's revenue collection duties can be attributed to credit card acceptance.

The number and value of credit card transactions has doubled over the past several years and will continue to grow as additional Multi-Space Meters and programs are added to the PABC's services. The increased volume of transactions has correspondingly increased credit card fees substantially. The PABC currently averages 185,000 transactions per month, generating approximately \$700,000.00 in credit card sales per month for all of the PABC programs, with associated credit card processing fees averaging \$80,000.00 per month. The PABC currently processes these transactions using multiple credit card processors at multiple points of sale with varying associated fees. The PABC will realize substantial savings in consolidating credit card processing with one merchant services provider.

The PABC issued a Request for Interest followed by a Request for Proposal (RFP) for consolidation of merchant services under one credit card processing agreement. The PABC received five proposals in response to the RFP. The proposals were reviewed by a five-person panel that consisted of representatives from the PABC, Department of Finance and PMS Parking. The proposals were evaluated and the vendor that represented the best value to the PABC/City was recommended to the PABC Board of Directors for negotiation of a contract for merchant services. Global was recommended and the PABC Board of Directors approved the recommendation.

## MINUTES

PABC - cont'd

This agreement will:

- provide debit and credit card processing services, along with other related merchant services to multiple PABC Managed Programs with varying requirements;
- secure economies of scale to improve pricing;
- ensure timely and reliable authorization of credit/debit transactions;
- provide reporting products that meet the requirements of individual PABC Programs and the PABC;
- consolidate processing through one central computer; and
- establish a single point of contact for coordination of all activities, including adding new PABC programs, problem resolution (settlement, billing, reporting, etc.) and adapting to and incorporating new technologies, etc.

Under this agreement, the PABC expects a savings of \$200,000.00 annually as a result of consolidation of merchant services.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**(FILE NO. 55998A)**

UPON MOTION duly made and seconded, the Board approved and

MINUTES

PABC - cont'd

authorized execution of the card services agreement with Global Payments Direct, Inc. and HSBC Bank USA, National Association for the listed facilities.

## 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. 407 W. Baltimore St.	Sonase, LLC	Single face electric Sign 3'5" x 10'
\$281.20 Annual Charge		
2. 803 S. Caroline St.	Black Olive Develop- ment Co., LLC	Single face electric Sign 6' x 8'
\$140.60 Annual Charge		
3. 2418 Pennsylvania Ave.	Daisy Folle-Bush	Display of merchan- dise 5' x 3'
\$337.50 Annual Charge		

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 Housing and - Weatherization Assistance  
Community Development Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a weatherization assistance grant agreement with the Maryland Department of Housing and Community Development. The period of the grant agreement is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$359,524.00 - 5000-594111-5971-439500-405001

**BACKGROUND/EXPLANATION:**

The grant funds are from the United States Department of Energy. These funds will enable the City to provide weatherization services to 42 homes.

The Baltimore City Weatherization Program has been operating for many years with federal funding passing through the State of Maryland. The American Recovery and Reinvestment Act of 2009 (ARRA) greatly expanded funding for this program nationally as part of the national effort to reduce the impacts of economic recession, to stimulate the economy and increase energy conservation. The ARRA dramatically increased funding for weatherization in Maryland and Baltimore City with \$15,700,000.00 over three years. In addition and at the same time, the Department of Energy funds the traditional Weatherization Assistance Program. This proposed grant agreement represents the regular or traditional program. The appropriation is approximately one-third of the appropriation in the previous fiscal year. With ARRA funding the City of Baltimore will weatherize over 1,000 homes in the coming fiscal

## MINUTES

DHCD - cont'd

year. The ARRA-funded weatherization and the regular program covered the submitted grant agreement complement each other.

**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 weatherization assistance grant agreement with the Maryland Department of Housing and Community Development.

## MINUTES

Department of Housing and Community Development (DHCD) - Local Government Resolution

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a local government resolution in support of the DHCD's nomination of the West Baltimore MARC station area as a State of Maryland "Smart Site." A local government resolution of support is required by the State for all applications to this program for funding.

**AMOUNT OF MONEY AND SOURCE:**

No City funds are requested through this action.

**BACKGROUND/EXPLANATION:**

The Smart Sites program is part of the State's Smart, Green and Growing Initiative. Specifically, Smart Sites are capital projects that leverage public and private investment and green design practices in order to create long-term sustainability throughout the State. The goals of the Smart Site program are to:

- strengthen public and private partnerships at the local level that leverage substantial private investment;
- educate about the range of revitalization and green projects and partnerships throughout Maryland; and
- coordinate State, local and private investment.

Funding is not provided as part of the Smart Site program. Designated sites benefit from technical assistance, promotion, and review, which may include staff assistance in identifying funding resources. Designation as a Smart Site may serve as a precursor to designation as a Transit Oriented Development Site, which does include funding.

## MINUTES

DHCD - cont'd

The West Baltimore MARC station area was identified jointly by the Departments of Transportation, Housing, and Community Development, and Planning as the best candidate for the Smart Sites program based on its current use as a transit center, its location along the Red Line, its smart growth characteristics, and an approved Master Plan, the availability of developmental land, and the benefits that the nearby communities would receive from future development.

The site currently serves approximately 700 MARC train riders daily. Several key sites starting with the former Ice House offer multiple redevelopment opportunities. Smart Site designation would help identify and coordinate the funding necessary to create an anchor site as well as a potential citywide destination. The station is along the Red Line and will provide multiple educational and employment opportunities and provide residents with regional access to jobs.

Efforts are underway as part of the Red Line Community Compact to create accessible streets and pathways to encourage walking and bicycling. As the Red Line becomes more and more of a reality, the area around the MARC station will provide an ideal market for a variety of housing choices, thereby furthering the City's mixed-income housing goals.

Residents will benefit directly from the new development in a variety of ways. The Community Compact emphasizes residential involvement including the negotiation of community benefits agreements. New business opportunities will promote entrepreneurial growth as well as strengthen existing companies.

## MINUTES

DHCD - cont'd

Through the Community Compact and the West Baltimore MARC Transit Centered Initiative, residents have multiple opportunities to participate in decisions affecting their communities.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the local government resolution in support of the DHCD's nomination of the West Baltimore MARC station area as a State of Maryland "Smart Site."

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the land disposition agreement with JBN, LLC, developer, for the sale of the property located at 836 Lemmon Street.

**AMOUNT OF MONEY AND SOURCE:**

\$2,000.00 - Sale price  
Assessed Value

**BACKGROUND/EXPLANATION:**

A good faith deposit of \$1,000.00 was paid and the remaining balance of \$1,000.00 will be paid at settlement.

Property owners in the City are given the opportunity to purchase City-owned vacant lots that are adjacent to their property. Joseph Benik, a resident and member of JBN, LLC, qualifies to purchase the property. Mr. Benik owns the adjoining property at 847 W. Lombard Street. The vacant lot will be converted into parking and green space. There is also a stipulation that the side yard cannot be developed or sold separately from the adjoining property at 847 W. Lombard Street, in which Mr. Benik currently owns and resides.

**MBE/WBE PARTICIPATION:**

The property is not subject to Article 5, Subtitle 28 of the Baltimore City Code because it will be sold at market value.

**(FILE NO. 57059)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with JBN, LLC, developer, for the sale of the property located at 836 Lemmon Street.

## MINUTES

Department of Housing and - Head Start Agreements  
Community Development

The Board is requested to approve and authorize execution of the following agreements with various delegate agencies for Head Start Programs.

1. **THE JOHNS HOPKINS HOSPITAL/MARTIN LUTHER           \$ 3,557.00**  
**KING JR. EARLY HEAD START PROGRAM**

Account: 5000-586810-6050-449900-603051

Under the terms of this agreement, the funds will be used to purchase from the Center on Social Emotional Foundations for Early Learning classroom equipment, furnishings, materials and supplies needed to implement the State of Maryland's Early Childhood Mental Health Steering Committee's Social Emotional Program. The period of the agreement is October 1, 2009 through September 30, 2010.

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

2. **THE JOHNS HOPKINS HOSPITAL/MARTIN LUTHER           \$146,121.00**  
**KING JR. EARLY HEAD START PROGRAM**

Account: 4000-485810-5150-642419-603051

The organization will provide Head Start services to 184 children and their families. Under the terms of this agreement, the funds will be used for the operation of the Martin Luther King Head Start Program. The period of the agreement is July 1, 2009 through September 30, 2010.

The agreement is late because of delays in the assignment of a fiscal account number and delays in the administrative review process.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and

MINUTES

DHCD - cont'd

authorized execution of the foregoing agreements with various delegate agencies for Head Start Programs.



## MINUTES

DHCD/BHS - cont'd

3. **HOUSE OF RUTH MARYLAND, INC.** **\$196,972.00**

Account: 5000-529111-3572-333718-60351  
5000-525611-3572-333718-60351

The organization will provide 45 emergency shelter beds to homeless women and children of Baltimore City. The funds will be used to offset the cost of providing sleeping accommodations for three to 24 months. The funds will also be used to provide case management services to help homeless individuals achieve stable permanent housing to sustain, as high level of economic self-sufficiency as possible.

4. **JOBS, HOUSING AND RECOVERY, INC.** **\$ 76,036.00**

Account: 5000-529111-3572-333758-603051

The organization will operate and oversee a 24 hour, seven day a week emergency shelter for approximately 350 emergency shelter beds for homeless men and women at 210 Guilford Avenue. The funds will be used to offset the operating costs of feeding clients at the shelter.

5. **JOBS, HOUSING AND RECOVERY, INC. (JHR)** **\$100,000.00**

Account: 5000-529110-3570-333758-603051

The JHR will manage and operate a 24-hour, 7 days a week emergency shelter for homeless men and women at 210 Guilford Avenue. The services will consist of approximately 350 emergency shelter beds. The funds will be used to provide meals at the shelter.

## MINUTES

DHCD/BHS - cont'd

6. **MARIAN HOUSE, INC.** **\$194,705.00**

Account: 5000-525611-3572-333719-603051  
5000-529111-3572-333719-603051

The organization will provide 42 transitional shelter beds to homeless women and women with children of Baltimore City. The period of the agreement is July 1, 2010 through June 30, 2011.

7. **MARYLAND CENTER FOR VETERANS** **\$215,509.00**  
**EDUCATION AND TRAINING, INC.**  
**(MCVET)**

Account: 4000-492911-3570-333621-603051  
5000-529111-3572-333721-603051

MCVET will provide 120 transitional shelter beds and 50 emergency shelter beds to homeless veterans of Baltimore City. The funds will be used to offset the costs of providing services and operating costs. The funds will also be used to provide addiction services, transportation, meals, counseling, case management, employment, life skills training, on-site staff to provide a clean and safe environment, crisis management, and information and referral.

8. **PATRICK ALLISON HOUSE, INC.** **\$ 32,340.00**

Accounts: 4000-492911-3572-333627-603051  
5000-529111-3570-333727-603051

The organization will provide housing and services to approximately 8 homeless men of Baltimore. The funds will be used to offset the costs of providing services, which include, but are not limited to, life skills education, counseling, employability training and support in recovery from drug or alcohol abuse.

## MINUTES

DHCD/BHS - cont'd

9. **PRISONER'S AID ASSOCIATION OF MARYLAND (PAA)** **\$ 54,142.00**

Account: 4000-492911-3572-333625-603051

The PAA will provide 16 emergency shelter beds for male, homeless ex-offenders newly released from the prison system. The funds will be used to offset the costs of providing services which include, but are not limited to case management, GED preparation, substance abuse counseling, job training and placement.

10. **WOMEN'S HOUSING COALITION, INC.** **\$ 45,135.00**

Account: 4000-496209-3570-591442-603051

The organization will provide supportive services, including case management, housing services, client assistance and housing to approximately 13 women and eight families that are participants in the Scattered Site Housing Program. The organization will also provide supportive services to clients residing in scattered site housing units throughout Baltimore City. The period of the agreement is January 1, 2010 through December 31, 2010.

The agreements are late because of the delays in the administrative review process.

11. **HOMELESS PERSONS REPRESENTATION PROJECT, INC. (HPRP)** **\$110,760.00**

Account: 4000-496211-3570-591445-603051

The HPRP will provide legal assistance to approximately 24 families and 51 individuals. The assistance will be provided to families and individuals that are referred to HPRP from other homeless service providers and through outreach to places where homeless persons congregate. The period of the agreement is January 1, 2011 through December 31, 2011.

## MINUTES

DHCD/BHS - cont'd

12. **AT JACOB'S WELL, INC.** **\$ 57,183.00**

Accounts: 5000-529111-3572-333707-603051	\$ 47,183.00
4000-492911-3570-333607-603051	\$ 10,000.00

The organization will provide 22 transitional shelter beds to homeless mentally ill men and women of Baltimore City. The funds will be utilized to provide sleeping accommodations and case management services to help these individuals achieve stable permanent housing to sustain as high level of economic self-sufficiency as possible.

13. **BALTIMORE STATION, INC.** **\$ 46,046.00**

Account: 5000-529111-3572-333728-603051

The organization will provide 25 transitional bed nights for 365 days per year for homeless men of Baltimore City at 1611 Baker Street. The funds will be utilized to offset the costs of providing services, which include but are not limited to education, job training and counseling referrals to other service providers.

14. **CHASE BREXTON HEALTH SERVICES, INC.** **\$152,368.00**

Account: 4000-490811-3573-333640-603051

The organization operates an outreach program to serve individuals with HIV/AIDS who are homeless or at risk of homelessness within Baltimore City. The main goal of the program is to identify homeless and/or at risk HIV/AIDS individuals who would otherwise be unable to access healthcare on their own and link these individuals to comprehensive health care, medical, psychological and social services.

## MINUTES

DHCD/BHS - cont'd

15. **BALTIMORE STATION, INC.** **\$ 99,861.00**

Accounts: 4000-492911-3572-333628-603051  
5000-529111-3572-333728-603051

The organization will provide 92 transitional bed nights to homeless men of Baltimore City and comply with the applicable Habitability Standards to ensure that the shelter/facilities are safe, sanitary and adequately maintained.

16. **BALTIMORE OUTREACH SERVICES, INC.** **\$155,202.00**

Accounts: 4000-492911-3572-333664-603051  
5000-529111-3572-333764-603051  
5000-525611-3572-333764-603051

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

The agreements are late because of the delays in the administrative review process.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

## MINUTES

DHCD/BHS - cont'd

AMENDMENT TO AGREEMENT

17. **YOUNG WOMEN'S CHRISTIAN ASSOCIATION OF  
GREATER BALTIMORE AREA, INC. (YWCA)** **\$0.00**

On May 4, 2010, the Board approved the original agreement with the YWCA to provide funding for supportive housing service in the amount of \$161,220.00, for the period of March 1, 2010 through February 28, 2011.

This amendment no. 1 to agreement will correct the term of the contract from March 1, 2010 through February 28, 2011 to February 1, 2010 through January 31, 2011. This correction will allow the BHS to maintain the correct period as contained in the terms of the original Supportive Housing Program grant from the U.S. Department of Housing and Community Development. All other terms and conditions of the agreement will remain unchanged.

**AUDITS NOTED THIS AMENDMENT.**

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the various agreements and the amendment to agreement.

**MINUTES**

Department of Housing and Community - Amendment No. 2 to  
Development/Homeless Services to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of amendment no. 2 to agreement with St. Vincent De Paul Society of Baltimore, Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$69,680.00 - 5000-586709-3570-333700-603051

**BACKGROUND/EXPLANATION:**

On December 17, 2008, the Board approved a three-year agreement in the amount of \$251,372.00. Under the agreement, the funds were used to provide food and services for homeless individuals in Baltimore City.

On October 7, 2009, the Board approved an amendment no. 1 in the amount of \$36,256.89 which provided additional funding for additional food and services for homeless individuals in Baltimore. The funding for this amendment was a for a limited time and was required by the State of Maryland to be spent prior to September 3, 2009. Accordingly, this funding can no longer be factored into the total amount of this contract.

This amendment no. 2 increases the amount of the contract by \$69,680.00 and will be used to provide additional funding for food and services for homeless individuals in Baltimore City. The total amount of the contract is \$321,052.00. All other terms and conditions of the original agreement remain unchanged.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MWBOO GRANTED A WAIVER.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 2 to agreement with St.

**MINUTES**

Department of Housing and Community - cont'd  
Development/Homeless Services

Vincent De Paul Society of Baltimore, Inc.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of a grant award from the State of Maryland, Vehicle Theft Prevention Council. The period of the grant award is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$ 35,000.00 - 5000-501811-1151-138000 (State funds)  
40,081.00 - 1001-000000-1151-117900 (In-kind)  
\$ 75,081.00

**BACKGROUND/EXPLANATION:**

The State of Maryland awarded grant funds in the amount of \$35,000.00 to assist the OSA with screening, case preparation, and prosecution of juvenile vehicle theft cases.

The City will provide in-kind funds in the amount of \$40,081.00. The combined grant funds will be used to pay the salary of a law clerk. The law clerk will maintain a vehicle theft database and assist the in-kind prosecutor with case preparation. The in-kind contribution represents the salary and other personnel costs for one Juvenile Division Attorney.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved acceptance of the grant award from the State of Maryland, Vehicle Theft Prevention Council.

**MINUTES**

Office of the State's Attorney (OSA) - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an expenditure of funds for the Client Protection Fund (CPF).

**AMOUNT OF MONEY AND SOURCE:**

\$32,915.00 - 6000-602509-1150-137700-603026

(227 prosecutors @ \$145.00)

**BACKGROUND/EXPLANATION:**

The CPF, originally established as The Client Security Trust Fund in 1966 was established to maintain the integrity and protect the good name of the legal profession. The fund is generally setup to reimburse people whose attorney has wrongfully taken money from them. The CPF is supported entirely by Maryland attorneys who are required by law to pay an annual assessment for the right to practice law.

The OSA of Baltimore City intends to cover the expense of the mandatory CPF fee for all prosecutors on staff as of July 1, 2010. As prosecutors, none of the attorneys in the OSA may practice law outside of this agency and therefore have no client that would fall within the protection of this fund. However, each of the prosecutors within this agency must be members in good standing of the Maryland Bar and must therefore pay this assessment in order to practice law. The OSA intends to assume for each Assistant State's Attorney, on an annual prorated base, the CPF assessment to offset this agency's prohibition of an independent legal practice.

The OSA does not intend to use taxpayers dollars from General Funds for this purpose. The OSA will use Special Funds, derived

## MINUTES

OSA - cont'd

from forfeiture proceeds from the prosecution of illegal narcotic activity to cover this expense.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds for the Client Protection Fund.

## MINUTES

Law Department - Settlement Agreement and Release

The Board is requested to approve the settlement agreement and release for the listed claim. The settlement has been reviewed and approved by the Settlement Committee of the Law Department.

1. Henry Baker, III, et al v. \$125,000.00  
Officer William Harris, et al

Account: 2044-000000-1450-162899-603070

**(FILE NO. 57192)**

UPON MOTION duly made and seconded, the Board approved the settlement agreement and release for the above listed claim.

## MINUTES

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of amendment no. 1 to the on-call agreement with Cho Benn Holback & Associates, Inc. for Project 1098C, On-Call Architectural Design Consulting Services.

**AMOUNT OF MONEY AND SOURCE:**

\$250,000.00

**BACKGROUND/EXPLANATION:**

On May 27, 2009, the Board approved the original two year on-call agreement, in the amount of \$750,000.00 for Project 1098C. Due to the extra work that needs to be assigned to Cho, Benn, Holback & Associates, Inc. for Project 1098C, by the Department, an increase in the amount of funds is needed.

The amendment no. 1 to agreement will increase the upset limit by \$250,000.00, making the total upset amount \$1,000,000.00. All other terms and conditions of the original agreement remain unchanged.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution the amendment no. 1 to the on-call agreement with Cho Benn Holback & Associates, Inc. for Project 1098C, On-Call Architectural Design Consulting Services.

**MINUTES**

Department of General Services - Temporary Construction  
Easement Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a temporary construction easement agreement with Lynco, Inc. c/o General Ship Repair Corp, grantor. The period of the temporary easement agreement is effective upon Board approval for six months.

**AMOUNT OF MONEY AND SOURCE:**

\$8,440.00 - 9950-902365-9508-900020-704040

**BACKGROUND/EXPLANATION:**

The Department of Transportation is proposing to perform street improvements along Key Highway known as the Key Highway Beautification Project (TR 05045). In the design of this project, it was determined that a small portion of the property known as 1449-1455 and 1457-1459 Key Highway would need to be accessed by a temporary construction easement to complete the project.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the temporary construction easement agreement with Lynco, Inc. c/o General Ship Repair Corp, grantor.

**MINUTES**

Circuit Court for Baltimore City - Court Medical Evaluation  
Team Contract Renewal

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize renewal of the court medical evaluation team (CMET) contract with Baltimore Mental Health Systems, Inc. The period of the renewal is July 1, 2010 through June 30, 2011 with two additional 1-year renewal terms.

**AMOUNT OF MONEY AND SOURCE:**

\$128,450.00 - 5000-544511-1100-116800-405001  
No General Funds are required.

**BACKGROUND/EXPLANATION:**

The funds have been appropriated by Baltimore Mental Health System, Inc. for the operation of the program for fiscal year 2011. The contract is fully funded by the Baltimore Mental Health Systems, Inc., pursuant to a Memorandum of Understanding with the Maryland State Department of Juvenile Services.

The CMET contract provides for the Circuit Court of Baltimore City Medical Services Division, to provide certain post-adjudicatory mental health evaluations for children and youth who are under the supervision of the Maryland Department of Juvenile Services (DJS). These evaluations provide information to assist the Juvenile Court Judiciary in making decisions on mental health and other treatment needs and the DJS case managers for planning purposes.

All evaluations are court ordered or requested by the DJS case managers, and will take place on-site at the Juvenile Justice Center. All evaluations will be performed by licensed mental health professionals hired for this purpose by the Circuit Court for Baltimore City, Medical Services Division. The Medical Services Division staff will provide administration and clinical supervision of the CMET staff.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

MINUTES

Circuit Court for Baltimore City - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized renewal of the court medical evaluation team contract with Baltimore Mental Health Systems, Inc.

**MINUTES**

Circuit Court for Baltimore City - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Baltimore Mental Health Systems, Inc. The period of the agreement is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$394,439.50 - 5000-544511-1100-116800-405001  
No additional funds are required

**BACKGROUND/EXPLANATION:**

Baltimore Mental Health Systems, Inc., a non-profit organization has received additional funds from the Maryland Department of Juvenile Services to be utilized for the Court Medical Evaluation Team (CMET). The funds are for the purpose of paying for social work consultants to provide psychiatric, psychological and clinical services.

The CMET will provide certain post-adjudicatory mental health evaluation of children and youth who are under the supervision of the Maryland Department of Juvenile Services (DJS). These evaluations provide information to assist the Juvenile Court Judiciary in making decisions on mental health evaluations and provide information to assist the Juvenile Court Judiciary in making decisions on mental health and other treatment needs. This information is essential to DJS case managers for planning purposes.

All evaluations are court ordered or requested by DJS case managers, and will take place on site at the Juvenile Justice Center. All evaluations will be performed by licensed mental health professionals hired for this purpose by the Circuit Court for Baltimore City, Medical Services Division. The Medical Services Division staff will provide administration and clinical

**MINUTES**

Circuit Court - cont'd

supervision of the CMET staff. These evaluations will meet the needs of the DJS and the Juvenile Courts in terms of professional quality, timeliness and usefulness.

**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 Baltimore Mental Health Systems, Inc.

## MINUTES

Health Department - Agreements

The Board is requested to approve and authorize execution of the agreements for the Senior Community Services Employment Program (SCSEP).

- |    |   |         |
|----|---|---------|
| 1. | COMMISSION ON AGING AND RETIREMENT<br>EDUCATION/OLIVER SENIOR CENTER  | \$ 0.00 |
| 2. | COMMISSION ON AGING AND RETIREMENT<br>EDUCATION/10 N. CALVERT STREET  | \$ 0.00 |
| 3. | DEPARTMENT OF HOUSING AND COMMUNITY<br>DEVELOPMENT/COMMUNITY ACTION<br>PARTNERSHIP/EASTERN COMMUNITY<br>ACTION AGENCY   | \$ 0.00 |
| 4. | DEPARTMENT OF HOUSING AND COMMUNITY<br>DEVELOPMENT/COMMUNITY ACTION<br>PARTNERSHIP/NORTHERN COMMUNITY<br>ACTION AGENCY  | \$ 0.00 |
| 5. | DEPARTMENT OF HOUSING AND COMMUNITY<br>DEVELOPMENT/COMMUNITY ACTION<br>PARTNERSHIP/NORTHWEST COMMUNITY<br>ACTION AGENCY | \$ 0.00 |
| 6. | DEPARTMENT OF HOUSING AND COMMUNITY<br>DEVELOPMENT/OFFICE OF COMMUNITY<br>SERVICES HOME ENERGY PROGRAMS                 | \$ 0.00 |
| 7. | HABITAT FOR HUMANITY OF THE<br>CHESAPEAKE, INC./RESTORE DISCOUNT<br>HOME IMPROVEMENT CENTER                             | \$ 0.00 |
| 8. | HOUSING AUTHORITY OF BALTIMORE CITY/<br>BERNARD E. MASON APARTMENTS   | \$ 0.00 |

## BOARD OF ESTIMATES

7/14/10

## MINUTES

Health Department - cont'd

9.	HOUSING AUTHORITY OF BALTIMORE CITY/ CHASE HOUSE AGENCY	\$ 0.00
10.	HOUSING AUTHORITY OF BALTIMORE CITY/ OFFICE OF RESIDENT SERVICES/OUR HOUSE FAMILY SUPPORT CENTER	\$ 0.00
11.	UNIVERSITY OF MARYLAND/BALTIMORE COLLEGE OF DENTAL SURGERY	\$ 0.00
12.	GOODWILL WORKS OF THE CHESAPEAKE, INC./ ADMINISTRATIVE OFFICE	\$ 0.00
13.	HISTORIC EAST BALTIMORE COMMUNITY ACTION COALITION, INC./NEIGHBORHOOD SERVICES	\$ 0.00
14.	HISTORIC EAST BALTIMORE COMMUNITY ACTION COALITION, INC./ADMINISTRATIVE OFFICE	\$ 0.00
15.	PEOPLE'S COMMUNITY HEALTH CENTER, INC./ JACK BARTH FAMILY HEALTH CENTER	\$ 0.00
16.	PEOPLE'S COMMUNITY HEALTH CENTER, INC./ ADMINISTRATIVE OFFICE	\$ 0.00
17.	PEOPLE'S COMMUNITY HEALTH CENTER, INC.	\$ 0.00
18.	RECOVERY IN COMMUNITY, INC.	\$ 0.00
19.	DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT/MONUMENT EAST APARTMENTS	\$ 0.00
20.	DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT/DOUGLASS HOMES	\$ 0.00
21.	DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT/THE ELLERSLIE	\$ 0.00

## MINUTES

Health Department - cont'd

22. DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT/THE BRENTWOOD \$ 0.00

The above-listed organizations will serve as host agencies for the Senior Community Service Employment Program. This program provides part-time work experience or volunteer service opportunities for persons, aged 55 years or older, with no upper age limitation. The placement of Senior Citizen Aides in non-profit or governmental agencies will allow those agencies to provide services that would otherwise not be available because of the lack of funds. The period of the agreement is July 1, 2010 through June 30, 2011.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreements for the Senior Community Services Employment Program.

**MINUTES**

Health Department - Employee Expense Report

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the employee expense statement of Ms. Karen V. Payne.

**AMOUNT OF MONEY AND SOURCE:**

\$45.65 - 1001-000000-3100-295900-603002  
8.61 - 1001-000000-3100-295900-604009  
\$54.26

**BACKGROUND/EXPLANATION:**

Ms. Payne submitted her Employee Expense Statement for October 2009 in October, 2009. However, there were several discrepancies and it was returned to the Department and then misplaced.

Employee Expense Statements must be received by the Bureau of Accounting and Payroll Services within 40 workdays for the last calendar year in which the expenses were incurred. However, expenses submitted after this time will not be reimbursed without written approval of the Board, pursuant to AM-240-11. Therefore, the Department is requesting approval of the expense statement of Ms. Payne.

The Department apologizes for the lateness of this request.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the employee expense statement of Ms. Karen V. Payne.

**MINUTES**

Health Department - Grant Agreement and Declaration of  
Covenants and Restrictions Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the grant agreements and the declaration of covenants and restrictions agreements with the Mid-Atlantic Rentals, LLC for its property located at 2733 Presbury Street. The period of the agreement is effective upon Board approval for three years.

**AMOUNT OF MONEY AND SOURCE:**

\$7,145.00 - 4000-428008-3050-282900-603026

**BACKGROUND/EXPLANATION:**

The City has received grant funds from the Department of Housing and Urban Development for certain lead hazard reduction activities.

The Mid-Atlantic Rentals, LLC has applied to the City for a grant to undertake the lead hazard reduction work on the above listed property. The grantee's contribution of 20% of the total project cost will be deposited into a non-interest bearing account of the City and disbursed by the City to the Certified Contractor or other parties due payment, in accordance with the construction contract and the agreement.

The Mid-Atlantic Rentals, LLC or its certified contractor will perform the services and provide materials for the project on the property and agrees that the project will be subject to occupancy and rental covenants and restrictions in the form required by the City for a three year period from the time the lead hazard reduction work is completed.

**APPROVED FOR FUNDS BY FINANCE**

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

MINUTES

Health Department - cont'd

of covenants and restrictions agreements with the Mid-Atlantic Rentals, LLC for its property located at 2733 Presbury Street.

## MINUTES

Health Department - Agreement and Amendment to Agreement

The Board is requested to approve and authorize execution of the agreement and the amendment to agreement.

AGREEMENT

1. **BALTIMORE SUBSTANCE ABUSE SYSTEMS, INC. (BSAS)** **\$ 90,000.00**

Account: 6000-620710-3040-679802-603051

The BSAS is responsible for the implementation, administration, and monitoring of the substance abuse treatment services for clients who desire treatment from the Baltimore Needle Exchange Day Program - Open Society Foundation. The BSAS will communicate the Health Department's policies and priorities to vendor programs in Baltimore City; monitor the activities of the vendors; assume primary responsibility for resolving vendor program crises; provide on-going assistance to vendors; and submit a written plan of services to the Department by January 1 of the given year. The period of the agreement is October 1, 2009 through September 30, 2010.

The agreement is late because of the late submission of the budget.

**MWBOO GRANTED A WAIVER.**

AMENDMENT TO AGREEMENT

2. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 34,399.00**

Account: 4000-422010-3030-273116-603051

On August 12, 2009, the Board approved the original agreement, in the amount of \$70,175.00, with the JHU to provide Expanded HIV Testing Services for the period July 1, 2009 through June 30, 2010.

## MINUTES

Health Department - cont'd

Under the terms of this amendment to agreement, in the amount of \$34,399.00, the JHU will provide part-time casual workers for outreach testing, a outreach evening/weekend supervisor, and personnel to assist with the coordination and management of the project. In addition, the JHU will provide data collection, data entry, data management, quality assurance, project evaluation, and reporting for the program. This amendment makes the total contract amount \$104,574.00. All other terms and conditions of the original agreement remain unchanged.

The amendment to agreement is late because it was recently received from the JHU.

**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 and the amendment to agreement.

## MINUTES

Health Department - Agreements

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

RETIRED AND SENIOR VOLUNTEER PROGRAM (RSVP)

1. **HABITAT FOR HUMANITY OF THE** **\$ 0.00**  
**CHESAPEAKE, INC.**

The period of the agreement is April 1, 2010 through March 31, 2012.

2. **MAYOR'S COMMISSION ON DISABILITIES** **\$ 0.00**

The period of the agreement is April 1, 2010 through March 31, 2012.

The above-listed organizations will serve as volunteer stations for the RSVP. The RSVP has been funded since 1982 by the federal government. The Baltimore City Health Department was awarded a grant from the Corporation of National and Community Services to pay administrative staff to arrange volunteer work for persons 55 years of age and over.

The agreements are late because they were recently finalized.

**APPROVED FOR FUNDS BY FINANCE**

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

## MINUTES

Health Department - Agreements and Amendments to Agreements

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

AGREEMENTS

1. **THE JOHNS HOPKINS BAYVIEW MEDICAL CENTER, INC.** **\$ 26,000.00**

Account: 4000-422010-3030-273155-603051

The Johns Hopkins Bayview Medical Center, Inc. implemented the Community Care-A-Van to provide mobile medical services to underserved and at-risk populations. The Care-A-Van targets uninsured marginalized populations with primary care needs. Specific outreach initiatives include, children, women, legal and undocumented immigrants, and prenatal care. The Care-A-Van provides approximately 2,500 patient visits per year in the southeast Baltimore area. The period of the agreement is January 1, 2010 through June 30, 2010.

The agreement is late because funds were awarded late in the grant year.

**MWBOO GRANTED A WAIVER.**

2. **HILLARY J. MICHAUD** \$75.00/hour **\$ 10,000.00**

Account: 1001-000000-3020-268400-603018

3. **MARY SUE WELCOME** \$75.00/hour **\$ 10,000.00**

Account: 1001-000000-2400-258300-603018

These individuals will serve as Hearing Officers, on an as-needed basis, to provide for the resolution of disputes arising as a result of licensing, regulation, and enforcement of certain activities administered by the Health Department's Environmental Health Section, in accordance with Baltimore City Code and/or Rules and Regulations. The period of the agreement is effective upon Board approval for one year.

## MINUTES

Health Department - cont'd

AMENDMENTS TO AGREEMENTS

4. **JOHNS HOPKINS UNIVERSITY, BLOOMBERG** **\$ 8,200.00**  
**SCHOOL OF PUBLIC HEALTH (JHU)**

Account: 4000-422010-3030-273100-603051

On September 16, 2009, the Board approved the original agreement with the JHU for the Preventive Medicine Fellows, in the amount of \$24,600.00, for the period July 1, 2009 through June 30, 2010. On January 13, 2010, the Board approved amendment no. 1 in the amount of \$8,200.00.

This amendment no. 2, in the amount of \$8,200.00, will provide funds for another rotation for Clinical Preventive Medicine Resident and make the total agreement \$41,000.00. All other terms and conditions of the agreement will remain unchanged.

5. **BON SECOURS BALTIMORE HEALTH CORPORATION** **\$ 23,250.00**

Account: 4000-422010-3030-273121-603051

On July 29, 2009, the Board approved the original agreement in the amount of \$93,000.00, with the organization to provide expanded HIV testing services, for the period July 1, 2009 through June 30, 2010.

Under this amendment to agreement, in the amount of \$23,250.00, the organization will provide additional expanded HIV testing services. This will allow the organization to complete at least 465 rapid HIV tests, provide services in the Emergency Department, conduct one site visit per year and unannounced site visits as needed. In addition, the organization will attend at least one collaborative grant meeting, attend required training,

## MINUTES

Health Dept. - cont'd

participate in annual competencies and proficiency testing programs, and provide all proposed conference abstracts and publications to the Health Department. This amendment will also extend the period of the agreement through September 30, 2010 and make the total amount of the agreement \$116,250.00.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**MINUTES**

Office of the Labor Commissioner - Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** the memorandum of understanding with the Managerial and Professional Society of Baltimore, Inc. (MAPS) for FY 2011 - 2012.

**AMOUNT OF MONEY AND SOURCE:**

The wages that were in effect on July 1, 2009 will be continued in FY 2011 for employees represented by or receiving the benefits of MAPS in the 100, 600, and 900 series.

**BACKGROUND/EXPLANATION:**

In accordance with the Municipal Employee Relations Ordinance, the Office of the Labor Commissioner concluded the meet and confer process with MAPS. The results of the meet and confer process have been reduced to writing in the form of a Memorandum of Understanding for fiscal years 2011 - 2012.

**MBE/WBE PARTICIPATION:**

N/A

The Board **NOTED** the memorandum of understanding with the Managerial and Professional Society of Baltimore, Inc. for FY 2011 - 2012.

**MINUTES**

Office of the Labor Commissioner - Grievance Settlement Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** a grievance settlement agreement with the Baltimore Convention Center and AFSCME Local 44 for Mr. Darrell Lilly.

**AMOUNT OF MONEY AND SOURCE:**

\$12,832.64 - 1001-000000-5310-396100-601001

**BACKGROUND/EXPLANATION:**

The AFSCME Local 44 (Union) represented Mr. Lilly in a grievance claim. The grievance was settled by the Union on behalf of Mr. Lilly.

Under this grievance settlement agreement, Mr. Lilly is entitled to receive back pay at his regular hourly wage attributable to a 40-hour work week for a four month period.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board **NOTED** the grievance settlement agreement with the Baltimore Convention Center and AFSCME Local 44 for Mr. Darrell Lilly.

**MINUTES**

Office of the Labor Commissioner - Grievance Settlement Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** a grievance settlement agreement between the between the Baltimore Fire Department City and the Baltimore Fire Officers, Local 964.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Baltimore City Fire Department (Department) and the Baltimore Fire Officers, Local 964 (Union) have settled an outstanding grievance. The Union claimed the Department violated Article 8(1) and/or Article 9(1) of the Memorandum of Understanding by not granting compensatory time to those employees required to attend training as part of the Apprenticeship Program.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board **NOTED** the grievance settlement agreement between the between the Baltimore Fire Department City and the Baltimore Fire Officers, Local 964.

**MINUTES**

Office of the Labor Commissioner - Grievance Settlement Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a grievance settlement agreement between the Baltimore Fire Department and the Baltimore Fire Fighters, Local 734.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Baltimore City Fire Department (Department) and the Baltimore Fire Fighters, Local 734 (Union) have settled an outstanding grievance. The Union claimed the Department violated Article 8(1) and/or Article 9(1) of the Memorandum of Understanding by not granting compensatory time to those employees required to attend training as part of the Apprenticeship Program.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grievance settlement agreement between the Baltimore Fire Department and the Baltimore Fire Fighters, Local 734.

## MINUTES

Department of Transportation - Partial Release of Retainage Agreements

The Board is requested to approve and authorize execution of the release of retainage agreements with the following contractors for the various contracts:

	<u>Contractor</u>	<u>Contract No.</u>	<u>Partial Release of Retainage Amount</u>
1.	<b>P. FLANIGAN &amp; SONS, INC.</b>	<b>TR 08009</b>	<b>\$21,427.54</b>

Account: 9950-905764-9514-000000-200001

All work on Contract No. TR 08009 is substantially complete, all punch list items complete, and the contractor has requested a partial release of retainage in the amount of \$21,427.54. The City holds funds in the amount of \$23,427.54. The remaining \$2,000.00 is sufficient to protect the interests of the City.

2.	<b>P. FLANIGAN &amp; SONS, INC.</b>	<b>TR 07014</b>	<b>\$52,150.62</b>
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Account: 9950-903830-9514-000000-200001

All work on Contract No. TR 07014 is substantially complete, all punch list items complete, and the contractor has requested a partial release of retainage in the amount of \$52,150.62. The City holds funds in the amount of \$54,150.62. The remaining \$2,000.00 is sufficient to protect the interests of the City.

**MBE/WBE PARTICIPATION:**

MWBOO has approved the release.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

MINUTES

Department of Transportation - cont'd

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

**MINUTES**

Department of Transportation - On-Call Agreement for  
Project No. 1133

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an on-call agreement with Rummel, Klepper, Kahl, LLP for Project No. 1133, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction. The period of the agreement is effective upon Board approval for three years from the issuance of the Notice to Proceed, with the option to extend for one year, or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$3,000,000.00 - Upset limit

**BACKGROUND/EXPLANATION:**

The Department had negotiated and procured the consultant agreement approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commission and now wishes to utilize the services of Rummel, Klepper, Kahl, LLP.

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

The consultant will perform roadway reconstruction, alignment, resurfacing design, and associated support services for Baltimore City Federal Projects. The services will consist of, but will not be limited to detailed plans for the highway, structures, roadway appurtenances, roadway lighting, sign markings, signal design, storm water management, drainage, and erosion control.

## MINUTES

Dept. of Transportation - cont'd

**DBE PARTICIPATION:**

**DBE SET GOALS OF 25% FOR THIS PROJECT.**

<b>DBE:</b> RJM Engineering, Inc.	\$240,000.00
Phoenix Engineering	60,000.00
Alvi Associates, Inc.	240,000.00
Daniel Consultants, Inc.	150,000.00
Mahan Rykiel Associates, Inc.	60,000.00
<b>Total</b>	<b>\$750,000.00</b>

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the on-call agreement with Rummel, Klepper, Kahl, LLP for Project No. 1133, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction.

**MINUTES**

Department of Transportation - Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

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

**AMOUNT OF MONEY AND SOURCE:**

\$862,419.00 - 9952-906044-9510-900010-706063

**BACKGROUND/EXPLANATION:**

The MOU establishes the roles and responsibilities for each party in connection with the Pedestrian Lighting Project in Baltimore City. The project will consist of the installation of historically-appropriate, pedestrian-oriented street lights in the neighborhoods of Dickeyville, Franklintown, Hunting Ridge, and Ten Hills in Baltimore City. The project activities include installation of conduit, light poles, and lighting. The MDOT will provide \$862,419.00 in Transportation Enhancement funding depicted. The timeframe for the project is contingent upon the completed design and administering of the construction process.

**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 memorandum of understanding with the Maryland State Department of Transportation, State Highway Administration.

**MINUTES**

Baltimore City Fire Department - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Cygnus Expositions. The period of the agreement is July 16, 2010 through July 23, 2010.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Firehouse Expo will be held on July 16-23, 2010. With the exception of several years, every Firehouse Expo has been held here in Baltimore City. As reported by the Baltimore Area Convention and Visitors Association, this expo accounts for approximately \$15,100,000.00 in direct spending with more than 16,000 attendees. It is the third largest show of this demographic in the country. In recent years, in an effort to bolster training opportunities for attendees, the managers of the Firehouse Expo have forged working relationships with surrounding fire departments to explore mutually beneficial opportunities that would include training for the local departments.

Firehouse Expo will conduct training sessions on City property using nationally recognized experts as instructors. Hands-on training exercises involve student participation and some risk to students. The exercises will be conducted by professionals in accordance with normally accepted safety standards for such activities. This agreement provides indemnification to the City including the Baltimore City Fire Department that lays out specific requirements for site safety, site preservation, and stipulates other requirements conducive to good practices and learning.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Cygnus Expositions.

## MINUTES

Bureau of Water and Wastewater - Agreements

The Board is requested to approve and authorize execution of the agreements for the second year of a three-year Mechanical Maintenance Training Program with the listed organizations.

1. **ALMAC ENTERPRISES** **\$10,500.00**

Water Utility

2071-000000-5461-397926-603020	\$ 2,940.00
2071-000000-5461-398012-603020	\$ 1,260.00
2071-000000-5461-398140-603020	\$ 1,050.00

Wastewater Utility

2070-000000-5441-396401-603020	\$ 2,625.00
2070-000000-5441-396901-603020	\$ 2,625.00

The period of the agreement is March 29, 2010 April 27, 2010.

2. **ROSS TECHNICAL SERVICES** **\$16,765.00**

Wastewater Utility

2070-000000-5441-397204-603020	\$ 5,548.50
2070-000000-5441-396704-603020	\$ 5,608.50
2070-000000-5441-396804-603020	\$ 5,608.00

The period of the agreement is February 8, 2010 through March 5, 2010.

The Baltimore City Joint Apprenticeship Program requires that apprentices assigned to the Wastewater Treatment Plants of Baltimore City be provided with 144 hours of classroom instruction per year for each year of the three years that they are employed to successfully complete the Wastewater Treatment Technician Apprenticeship Program.

**MINUTES**

BW&WW - cont'd

These organizations have extensive background in Wastewater Treatment training and have provided a custom curriculum that enables apprentices to be exposed to the technical requirements of the program as it relates to the actual work environment of a Water and Wastewater Treatment Plant.

The training will be conducted on-site using existing equipment and materials.

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

**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 agreements for the second year of a three-year Mechanical Maintenance Training Program with the foregoing listed organizations.

MINUTES

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to agreement with Johnson, Mirmiran & Thompson, Inc. (JMT) for Project 1033, Engineering Support Services for Utility Geographic Information System (GIS) and the Consent Decree Projects. The amendment will extend the period of the agreement through June 19, 2011 or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$497,397.17 - 9956-904531-9551-900020-703032  
497,397.17 - 9960-906531-9557-900020-703032  
**\$994,794.34**

**BACKGROUND/EXPLANATION:**

On June 20, 2007, the Board approved the original agreement, in the upset limit amount of \$3,011,816.06, with the JMT to provide engineering, technical support, as well as quality assurance and quality control of the sewershed data being loaded into the Utility GIS as required by the US Environmental Protection Agency (EPA) Consent Decree Program. In addition, the JMT provides management of applications development, data management, maintenance of the utility database, and management of the automated image retrieval databases.

The original agreement included the option for up to three, one-year extension options. The amendment will extend the period of the agreement through June 19, 2011. The revised total upset amount is \$4,006,610.40. All other terms and conditions of the original agreement remain unchanged.

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

<b>MBE:</b> Enterprise Information Solutions, Inc.	\$ 34,263.66	3.44%
Advanced Technology Solutions, Inc.	<u>174,801.24</u>	<u>17.57%</u>
<b>Total</b>	<b>\$209,064.90</b>	<b>21.01%</b>

MINUTES

BW&WW - cont'd

<b>WBE:</b> Ross Technical Services, Inc.	\$ 44,112.95	4.43%
Peer Consultants, P.C.	25,897.55	2.60%
<b>Total</b>	<u>\$ 70,010.50</u>	<u>7.03%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
1.	<b>\$580,000.00</b>	9956-906144-9549	
	Wastewater Utility	Constr. Res.	
	Funds	Mapping Program	
	\$504,156.04	-----	9956-904531-
			9551-3
			Design
	<u>75,843.96</u>	-----	9956-904531-
			9551-9
	<b>\$580,000.00</b>		Administration
2.	<b>\$580,000.00</b>	9960-907099-9558	
	Water Utility	Constr. Res.	
	Funds	Mapping Program	
	\$504,156.04	-----	9960-906531-
			9557-3
			Design
	<u>75,843.96</u>	-----	9960-906531-
			9557-9
	<b>\$580,000.00</b>		Administration

The transfer of funds is required in order for the consultant to provide engineering, technical support, quality assurance, and quality control of the sewershed data being captured.

UPON MOTION duly made and seconded, the Board approved and

## MINUTES

BW&WW - cont'd

authorized execution of the amendment to agreement with Johnson, Mirmiran & Thompson, Inc. for Project 1033, Engineering Support Services for Utility Geographic Information System and the Consent Decree Projects. 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

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution an amendment to agreement with Wachs Utility Services for Project No. 1079, Valve and Fire Hydrant Exercising Program. The amendment will extend the period of the agreement through July 16, 2011 or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$1,999,962.00 - 9960-905401-9557-900020-703032

**BACKGROUND/EXPLANATION:**

On July 16, 2008, the Board approved the original two-year agreement, in the amount of \$12,879,929.00, with Wachs Utility Services for Project No. 1079. The agreement provided an option to extend the period of the agreement for one additional year. Under the terms of this amendment to agreement, the consultant will provide pre-planned contractor shut-down and assist with maintenance in various field issues, in addition to exercising, assessing, and minor repair of the valves and fire hydrants. This amendment will extend the period of the agreement through July 16, 2011 to maintain continuity of services. The consultant will complete any remaining minor repairs on valves and fire hydrants. All other terms and conditions of the original agreement remain unchanged.

<b>MBE:</b> Dhillion Engineering, Inc.	\$236,383.00	11.82%
EBA Engineering, Inc.	183,579.00	9.18%
<b>Total</b>	<b>\$419,962.00</b>	<b>21.00%</b>
<b>WBE:</b> Ross Technical Services, Inc.	\$140,000.00	7.00%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

UPON MOTION duly made and seconded, the Board approved and

MINUTES

BW&WW - cont'd

authorized execution the amendment to agreement with Wachs Utility Services for Project No. 1079, Valve and Fire Hydrant Exercising Program.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution an agreement with PB Americas, Inc. for Project No. 1110P, On-Call Environmental Restoration Design and Engineering Services. The period of the agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - Upset limit

**BACKGROUND/EXPLANATION:**

The BW&WW requires environmental engineering services to fulfill the Municipal Stormwater Permit and review contract drawings for proposed construction for impact on the environment. The requests for these services are made on an as-needed basis. The costs of services rendered will be based on a not-to-exceed negotiated price for each task assigned. The consultant was approved by the Office of Boards and Commissions and the Architectural and Awards Commission.

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

<b>MBE:</b> EBA Engineering, Inc.	\$270,000.00	27.00%
<b>WBE:</b> Mahan Rykiel Associates, Inc.	\$ 90,000.00	9.00%

**MWBOO FOUND VENDOR IN COMPLIANCE.****APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution the agreement with PB Americas, Inc. for

2457

BOARD OF ESTIMATES

7/14/10

MINUTES

BW&WW - cont'd

Project No. 1110P, On-Call Environmental Restoration Design and Engineering Services.

**MINUTES**

Bureau of Water and - Supplemental Agreement,  
Wastewater (BW&WW) Project No. 1021A On-Call  
Electrical Engineering Services

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a supplemental agreement with Shah and Associates, Inc. for Project No. 1021A, On-Call Electrical Engineering Services. The period of the supplemental agreement is effective upon Board approval for one year, or until the upset limit is reached, whichever comes first.

**AMOUNT OF MONEY AND SOURCE:**

\$205,577.00 - various account numbers will be determined  
by each assigned task

**BACKGROUND/EXPLANATION:**

The project consists of on-call consulting for various task assignments on an as-needed basis. The scope involves electrical consulting engineering services for various water and wastewater facilities including treatment plants and pumping stations, and may include planning design and construction phase services. Calls for these services will be made as needs are identified.

The consultant has been approved by the Architect and Engineering Awards Commission.

**MBE/WBE PARTICIPATION:**

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

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

**MINUTES**

BW&WW - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the supplemental agreement with Shah and Associates, Inc. for Project No. 1021A, On-Call Electrical Engineering Services.



## MINUTES

BW&WW - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the supplemental agreement with Sidhu Associates, Inc. for Project No. 1021B, On-Call Electrical Engineering Services.

## MINUTES

Department of Audits - Audit Reports and Related Audit Digests

The Board is requested to **NOTE** receipt of the following Audit Reports and Related Digests:

1. Audit of the City of Baltimore Wastewater Utility Fund for the Fiscal Years Ended June 30, 2009 and 2008
2. Audit of the City of Baltimore Parking Facilities Fund for Fiscal Year Ended June 30, 2009
3. Audit of the City of Baltimore Water Utility Fund for Fiscal Years Ended June 30, 2009 and 2008
4. Audit of the City of Baltimore Loan and Guarantee Program for the Fiscal Year Ended June 30, 2009

UPON MOTION duly made and seconded, the Board **NOTED** receipt of the above-listed Audit Reports and Related Digests.

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:

2464 - 2466

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Transfers of Funds were approved

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation

1. TR 10308, Resurfacing P. Flanigan & Sons, \$2,143,832.06  
 Highways @ Various Inc.  
 Locations Citywide

<b>DBE:</b> Priority Construction.	\$450,125.00	20.99%
Corp.		
AJO Concrete Construction,	125,201.70	5.84%
Inc.		
L&J Construction Services,	34,020.00	1.59%
Inc.		
Morgan Construction Co.,	34,020.00	1.59%
Inc.	<u>\$643,366.70</u>	<u>30.01%</u>

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$2,465,406.87	9950-919001-9509	
Federal	Constr. Reserve	
	Highways	
\$2,143,832.06	-----	9950-904789-9514-6
		Struc. & Improv.
214,383.21	-----	9950-904789-9514-5
		Inspections
107,191.60	-----	9950-904789-9514-2
<u>\$2,465,406.87</u>		Contingencies -
		Reconstruction of
		Alleys - North
		Southwest

This transfer will cover the costs associated with the award of TR 10308 to P. Flanigan & Sons, Inc.

MINUTES

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:**

Department of Transportation

3. TR 09301R, Installation of Variable Message Signs Citywide Bruce Merrilees Electric Company \$1,492,770.86

<b>DBE:</b> ARJ Enterprise, LLC	\$ 18,100.00	1.21%
Baltimore Electric Service, Inc.	276,000.00	18.49%
Capitol Development Design, Inc.	<u>30,000.00</u>	<u>2.01%</u>
<b>Total</b>	<b>\$324,100.00</b>	<b>21.71%</b>

4. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$576,936.49</b>	9960-903045-9512 Federal Traffic Signal Retrofit	9960-902059-9512-6 Struc. & Improve. Installation of Variable Message Signs Citywide

This transfer will fund the shortage in the account for the award of Contract No. TR 09301R, Installation of Variable Message Signs Citywide to Bruce Merrilees Electric Company.

5. TR 08056, Park Heights & Southeast Baltimore Bike Monumental Paving & Excavating, Inc. \$ 376,614.90

**MWBOO SET MBE GOALS AT 10% AND WBE GOALS AT 4%.**

<b>MBE:</b> DCS Staffing & Cleaning	\$ 37,662.00	10.00%
<b>WBE:</b> Haines Industries, Inc.	\$ 15,065.00	4.00%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation

6. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$433,107.14	9950-905175-9528	
MVR	Const. Res.-Bicycle	
	Network Strategy	
376,614.90		9950-903177-9527-6
		Structure &
		Improvements
37,661.49		9950-903177-9527-5
		Inspection
<u>18,830.75</u>		9950-903177-9527-2
<b><u>\$433,107.14</u></b>		Contingencies
		Park Heights & SE
		Baltimore Bike
		Routes

This transfer will fund costs associated the award of Project TR 08056 to Monumental Paving & Excavating, Inc.

Bureau of Purchases

7.	B50001508, Provide Various Rental Vehicles for the City of Baltimore	<u>First Call</u>  All Car Leasing, d/b/a Nextcar Rental	\$2,000,000.00
		<u>Second Call</u>	
		Enterprise RAC Company of Baltimore, LLC	

**MWBOO GRANTED A WAIVER.**

**MINUTES**

Department of Public Works - Amendment to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a no-cost time extension amendment to agreement with the Center for Watershed Protection (CWP). The amendment extends the agreement through August 31, 2010.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On May 5, 2010, the Board approved the original agreement with the CWP in the amount of \$11,055.00, to conduct a training workshop for the period March 15, 2010 through June 13, 2010. Due to changes in the administration, the agreement was not processed timely.

The EPA issued an Administrative Order in which it was recommended that the City provide training to educate appropriate personnel who have direct contact with the MS4 permit regarding the detection and elimination of illicit discharges. The City has contracted with the CWP in the past to do watershed surveys. This amendment to the agreement will extend the period of the agreement through August 31, 2010 to allow the CWP to train City staff to conduct the surveys. All other terms and conditions of the agreement will remain unchanged.

**AUDITS NOTED THIS NO-COST TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the no-cost time extension amendment to agreement with the Center for Watershed Protection.

MINUTES

EXTRA WORK ORDER AND TRANSFER OF FUNDS

\* \* \* \* \*

The Board is requested to approve the

Extra Work Orders

as listed on the following pages:

2469 - 2475

The EWO's have been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

In connection with the Transfers of Funds,  
pursuant to Charter provisions, reports have

been requested from the Planning

Commission, the Director of Finance

having reported favorably thereon.

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

1. EWO #009, \$151,522.13 - TR 03309, Reconstruction of Chesapeake Avenue, Phase 2 from West of Sun Street to Patapsco River  


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 \$ 6,627,399.36 \$2,536,399.71 Monumental Paving - -  
 & Excavating, Inc.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$193,151.34	9950-903550-9509	9950-901532-9506-2
MVR	Constr. Reserve	EWO - Chesapeake Ave.
	Neighborhood Re-	Phase II from West of
	construction	Sun Street to Patapsco
		River

This transfer will provide funds to cover costs associated with Extra Work Order No. 9 to Contract TR 03309, Reconstruction of Chesapeake Avenue, Phase 2 from West Sun Street to Patapsco River with Monumental Paving & Excavating, Inc.

3. EWO #010, \$251,899.00 - TR 04311, Pennington Avenue Bascule Bridge Rehabilitation  


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 \$14,627,530.00 \$9,780,768.52 Cianbro Corp. - -

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation - cont'd

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$221,671.10	9950-903332-9509	
Federal	Constr. Reserve	
	Pennington Ave.	
	Bridge	
55,417.80	9950-902942-9509	
<u>MVR</u>	Constr. Res.	
	Argonne Drive	
	Bridge	
<b>\$277,088.90</b>	-----	9950-902332-9508-2
		Contingencies
		Pennington Avenue
		Bascule Bridge
		Rehabilitation

This transfer will cover the costs associated with Extra Work Order No. 10 on Contract TR 04311 with Cianbro Corporation.

- |    |   |              |                                   |     |
|----|---|--------------|-----------------------------------|-----|
| 5. | EWO #006, \$290,568.02 - Project No. 886, Rehabilitation/<br>Reconstruction Argonne Drive Bridge over Herring Run |              |                                   |     |
|    | \$559,042.96  | \$481,986.56 | URS Corporation                   | - - |
| 6. | EWO #002, \$1,003,862.42 - Project No. 887, Replacement of<br>Harford Road Bridge over Herring Run                |              |                                   |     |
|    | \$1,138,305.37  | \$40,675.00  | Whitman, Requardt<br>& Associates | - - |

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation - cont'd

7. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 883,494.39	9950-904087-9509	
Federal	Constr. Reserve	
	Harford Rd. Bridge	
220,873.60	" "	
MVR		
<u>\$1,104,367.99</u>	-----	9950-903827-9508-3
		Design & Studies
		Harford Rd. Bridge
		over Herring Run

This transfer will provide funds to cover costs associated with Extra Work Order No. 2 on Project No. 887, Replacement of Harford Road Bridge over Herring Run to Whitman, Requart & Associates for engineering and design services.

8. EWO #004, \$63,625.63 - Project No. 1007, Dundalk Avenue Streetscape

\$518,077.84	\$125,648.31	Jacobs Civil, Inc.	-	-
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THE TRANSFER OF FUNDS WAS APPROVED BY THE BOARD ON JUNE 16, 2010.

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

9. EWO # 003, \$86,434.00 - TR 05301, Resurfacing North Point Boulevard from Kane Street to Pulaski Highway
- 
- |                |             |                          |   |   |
|----------------|-------------|--------------------------|---|---|
| \$1,462,632.25 | \$30,090.00 | P. Flanigan & Sons, Inc. | - | - |
|----------------|-------------|--------------------------|---|---|

10. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 50,419.00	9950-905513-9507	
Federal	Constr. Reserve	
	Gwynns Falls Pkwy.	
41,718.47	9950-902530-9507	
<u>MVR</u>	Constr. Reserve	
	Fed. Resurf. - S.E.	
<b>\$ 92,137.47</b>	-----	9950-901530-9506-2
		Contingencies -
		Resurf. North Point
		Blvd. from Kane St.
		to Pulaski Hwy.

This transfer will provide funds to cover costs associated with Change No. 003 under Project TR 05301, to P. Flanigan & Sons, Inc. for the demolition of the pavement, curb and gutter, and drainage, including structures. P. Flanigan & Sons, Inc. will construct a new curb and gutter, paving and paving markings in the intersection of Kane and Lombard Streets for safer entry for vehicles.

## MINUTES

EXTRA WORK ORDERS

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

Bureau of Water & Wastewater

- |   |   |                       |                                    |       |
|---|---|-----------------------|------------------------------------|-------|
| 11.   | EWO #004, \$35,700.00 - WC 1163, Waverly/Cedarcroft Areas<br><u>Infrastructure Rehabilitation</u>                 |                       |                                    |       |
|   | <u>\$8,192,356.73</u>   | <u>\$886,033.08</u>   | J. Fletcher Creamer<br>& Son, Inc. | - 90  |
| 12.   | EWO #008, \$233,960.80 - W.C. 1163, Waverly/Cedarcroft<br><u>Areas Infrastructure Rehabilitation</u>              |                       |                                    |       |
|   | <u>\$ 8,192,356.73</u>  | <u>\$1,153,352.47</u> | J. Fletcher Creamer<br>& Son, Inc. | 0 95  |
| 13.   | EWO #088, \$0.00 - WC 1167R, Urgent Need Work Infrastructure<br><u>Rehabilitation Various Locations</u>           |                       |                                    |       |
|   | <u>\$10,932,235.50</u>  | <u>\$5,580,647.68</u> | J. Fletcher Creamer<br>& Son, Inc. | 90 99 |
| <b>THE OVERRUNS AND UNDER RUNS CANCEL EACH OTHER OUT.</b> |   |                       |                                    |       |
| 14.   | EWO #066, \$39,651.19 - SC 873, Repair and Replacement of<br><u>Existing Sanitary Sewers at Various Locations</u> |                       |                                    |       |
|   | <u>\$ 2,834,852.00</u>  | <u>\$2,100,311.57</u> | R & F Construction,<br>Ltd.        | 0 99  |
| 15.   | EWO #062, \$27,136.26 - SC 873, Repair and Replacement of<br><u>Existing Sanitary Sewers at Various Locations</u> |                       |                                    |       |
|   | <u>\$2,834,852.00</u>   | <u>\$1,980,130.69</u> | R & F Construction,<br>Ltd.        | 0 99  |

## MINUTES

EXTRA WORK ORDERS

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

Bureau of Water & Wastewater

16.	EWO #006, \$0.00 - WC 1137R, Installation of Anchorage System at Prettyboy Dam			
	\$5,993,400.00	\$ 16,590.02	Brayman Construc- tion Corp.	38 78.0 CCD

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

Department of General Services

17.	EWO #001, \$42,207.00 - PB 07832R, City Hall Masonry Restoration			
	\$ 393,752.00 -		Structural Preser- vation System	20.5 - Days
18.	EWO #003, \$83,609.00 - PB 07832R, City Hall Masonry Restoration			
	\$ 393,752.00	\$ 61,200.00	Structural Preser- vation System	62 100 Days
19.	EWO #005, \$31,728.00 - PB 07832R, City Hall Masonry Restoration			
	\$ 393,752.00	\$152,251.00	Structural Preser- vation System	0 100

MINUTES

EXTRA WORK ORDERS

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

Department of General Services

20. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$160,000.00	9916-901513-9194	9916-902513-9197
First Public	City Hall Masonry	City Hall Masonry
Building	Restoration -	Restoration -
Loan	Reserve	Active

This transfer will provide funds to cover any in-house costs associated with Project PB 07832R, Extra Work Order No. 1, 3, and 5. The transfer also provides funds for supplemental work and is necessary because of continuous assessment of the repairs exposed unanticipated deterioration and required additional work that was not included in the initial documents.

Bureau of Solid Waste

21. EWO #018, \$81,347.83 - S.W.C. 06010, Construction of Cell 6 Phase II, Stage 3 and Site Improvements at the Quarantine Road Landfill

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\$12,997,777.00	\$3,917,096.26	American Infra-structure, Inc.	0	100
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**MINUTES**

Bureau of Water and Wastewater - On-Call Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 002 to Rummel, Klepper & Kahl, LLP, under Project No. 1084R, Update Stormwater Management Ordinance and Provide MS4 Permitting Support Devices.

**AMOUNT OF MONEY AND SOURCE:**

\$150,000.00 - 9958-902646-9525-900020-703032

**BACKGROUND/EXPLANATION:**

The consultant will provide review services to assist the City in updating the current Baltimore City Stormwater Management Ordinance. The services will include MS4 permit related activities, public meetings, bidding, construction services, technical consultation, site survey work, subsurface investigation and geotechnical analysis.

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$380,000.00	9958-906311-9526	9958-902646-9525-3
MVR	Constr. Reserve	Engineering
	Herring Run	
	Pollution Control	

This transfer will provide funds to cover the costs associated with Task No. 2 under Project No. 1084R, Update Stormwater Management Ordinance and Project 1084P, Task No. 3.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 002 to Rummel, Klepper & Kahl, LLP, under Project No. 1084R, Update Stormwater Management Ordinance and

**MINUTES**

Bureau of Water and Wastewater - cont'd

Provide MS4 Permitting Support Devices. 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**

Bureau of Water and Wastewater - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 001 to Transviron, Inc. under On-call Project 1095T, Engineering Services Assistance at Water and Wastewater Maintenance Facilities.

**AMOUNT OF MONEY AND SOURCE:**

\$145,316.72 - 2071-000000-5460-393607-603206  
74,939.70 - 2070-000000-5440-393102-603626  
107,994.58 - 9956-903341-9551-900020-703032  
**\$328,251.00**

**BACKGROUND/EXPLANATION:**

The consultant will provide engineering services to prepare daily reports using the Cityworks work order system including data management for the Consent Decree. The consultant will also provide assistance to maintenance yards to improve the efficiency of operation of the Maintenance Division. The consultant's services are expected to be completed by June 30, 2010.

**MBE/WBE PARTICIPATION:**

Task No. 001 under Project 1095T does not provide MBE/WBE participation. However, the MBE/WBE participation will apply to the aggregate amount of the original contract.

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 001 to Transviron, Inc. under On-call

MINUTES

Bureau of Water and Wastewater - cont'd

Project 1095T, Engineering Services Assistance at Water and  
Wastewater Maintenance Facilities.

**MINUTES**

Bureau of Water and Wastewater (BW&WW) - Task Assignment No. 12

**ACTION REQUESTED OF B/E:**

The Board is requested to approve task no. 12 to EA Engineering, Science and Technology for Project 1067E, On-Call Environmental Engineering Services - Unification of Emergency Response Plan.

**AMOUNT OF MONEY AND SOURCE:**

\$104,890.84 - 2070-000000-5540-399000-603206  
104,890.84 - 2071-000000-5530-398401-603206  
**\$209,781.68**

**BACKGROUND/EXPLANATION:**

Under Task No. 12, the consultant will develop a web-based, unified Emergency Response Plan (ERP) for the BW&WW that can be accessed by the City's management staff during a state-of-emergency. The ERP would allow the City to obtain preparedness and response information to ensure the public health, welfare and safety of the citizens of Baltimore and the local environment.

The consultant will evaluate the current Standard Operating Procedures and the ERP documents and procedures; interview personnel responsible for the execution of the ERP; prepare a Gap Report to reconcile insufficient areas of coverage; and develop a Bureau-level ERP in response to major incidences.

The consultant was approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commission for design services under this contract.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved task

MINUTES

BW&WW - cont'd

no. 12 to EA Engineering, Science and Technology for Project 1067E, On-Call Environmental Engineering Services - Unification of Emergency Response Plan.

**MINUTES**

Department of Law - Engagement Letter - Smith and Downey, P.A.

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an engagement letter agreement with Henry Smith and the law firm of Smith & Downey, P.A. The period of engagement is effective upon Board approval for one year with a one-year extension option at the City's discretion.

**AMOUNT OF MONEY AND SOURCE:**

\$40,000.00 (Not to exceed) - 6040-152-801-00-321,

**BACKGROUND/EXPLANATION:**

The Pension Protection Act of 2006 and other recent federal tax legislation and regulation have necessitated expert assistance. Therefore, the Employees' Retirement System (ERS) Board has requested that the Law Department to engage special counsel. The law firm of Smith & Downey, P.A. will assist the Employees' Retirement System (ERS) in reviewing, drafting and negotiating investment management agreements, current compliance with the Internal Revenue Code provisions, interpreting questions of fiduciary responsibility, and other legal matters affecting the ERS.

This engagement may also include issues relating to the operation of the Elected Officials' Retirement System and the City's Retiree Benefits Trust.

Smith & Downey is a law firm headquartered in Baltimore with a national employee benefits practice. The firm represents governmental, for-profit and tax exempt employers of all sizes in all areas of the country. Mr. Smith has been engaged as an employee benefits attorney since 1982, representing governmental and non-governmental employers with respect to their qualified defined benefit pension plans and other employee benefit programs. Smith & Downey, P.A. employs 16 attorneys, each bringing a valuable sub-concentration to the firm.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

MINUTES

Department of Law - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the engagement letter agreement with Henry Smith and the law firm of Smith & Downey, P.A.

MINUTES

PROPOSALS AND SPECIFICATIONS

Department of Public Works/  
Department of Recreation  
and Parks - RP 10808, Woodberry Park  
Improvements  
**BIDS TO BE RECV'D: 9/1/10**  
**BIDS TO BE OPEN'D: 9/1/10**

Department of Transportation - TR 10005, Uplands Redevelop-  
ment Mass Grading and Infra-  
structure  
**BIDS TO BE RECV'D: 8/11/10**  
**BIDS TO BE OPEN'D: 8/11/10**

Department of Transportation - TR 10011, Conduit System  
Repairs at Various Loca-  
tions Citywide (JOC)  
**BIDS TO BE RECV'D: 8/11/10**  
**BIDS TO BE OPEN'D: 8/11/10**

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

\* \* \* \* \*

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 and - WC 1168, Deer Creek Pumping Station  
Wastewater **BIDS TO BE RECV'D: 7/21/2010**  
**BIDS TO BE OPENED: 7/21/2010**

## 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 Water and  
Wastewater

- SC 855, Enhanced Nutrient  
Removal Modifications to  
Existing Facilities at PWWT

The Whiting-Turner Contracting Co.  
Ulliman Schutte Construction, LLC  
Shaney Construction Company, Inc.  
Pizzagalli Construction Co.  
Fru-Con Construction Co.

Department of Transportation - TR 09011, Reconstruction of  
Lexington St. from Park Ave.  
to Liberty St. - Local

R&F Construction, LTD  
M. Luis Construction Co., Inc.  
Civil Construction, LLC  
P. Flanigan & Sons, Inc.  
Monumental Paving & Excavating, Inc.  
Machado Construction  
Rustler Construction  
Allied Contractors, Inc.  
P&J Contracting Co., Inc.

## MINUTES

Bureau of Purchases

- B50001468, Preventative  
Maintenance and Emergency  
Repairs for Operable Walls

Modern Door & Equipment Sales, Inc.  
National Airwall Systems

Bureau of Purchases

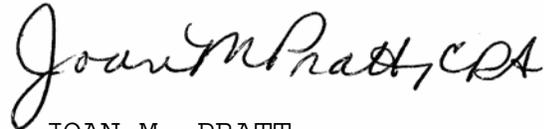
- B50001491, Baltimore City Street  
Lighting Maintenance

Anchor Construction Corp  
Lighting Maintenance, Inc.  
\*M.C. Dean, Inc.  
\*Energy Systems Group

\*UPON FURTHER MOTION duly made and seconded, the Board declared the bid(s) of M.C. dean, Inc. **IRREGULAR** due to the company's failure to submit the duplicate bid book as required by the bid 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, July 21, 2010.

A handwritten signature in cursive script that reads "Joan M. Pratt, CPA". The signature is written in black ink and is positioned above the printed name and title.

JOAN M. PRATT  
Secretary