

MINUTES

REGULAR MEETING

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

The meeting was called to order by the President.

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President: "I would direct the Board members attention to the memorandum from my office dated September 24, 2012 identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

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

Comptroller: "Second."

President: "All those in favor say AYE. All opposed NAY. The Motion carries. The routine agenda has been adopted. I want to recognize Councilman Henry, who has joined us this morning. Welcome."

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

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

Conewago Enterprises, Inc.	\$	203,553,000.00
Daco Construction Corporation	\$	1,500,000.00
Gibraltar Construction Company, LLC	\$	72,891,000.00
Gray & Son, Inc.	\$	120,573,000.00
Lamberts Cable Splicing Company, LLC	\$	337,527,000.00
Northern Bay Environmental Systems, Inc.	\$	2,925,000.00
Optimum Controls Corporation	\$	1,500,000.00
S.E. Fields, Inc.	\$	234,000.00
Stratos Elevator, Inc.	\$	3,186,000.00
Structural Restoration Services, Inc.	\$	6,534,000.00
Total Construction Services, Inc.	\$	9,288,000.00

2. Prequalification of Architects and Engineers

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

Avalon Consulting Services, LLC.	Engineer
Henry Adams, LLC	Engineer
McKim & Creed	Engineer Land Survey

MINUTES**BOARDS AND COMMISSIONS**Prequalification of Architects and Engineers - cont'd

Mimar Architects, Inc.	Architect Engineer
Simpson Gumpertz & Heger, Inc.	Engineer

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

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Police Department - Agreements, Grant Agreement, and
Modification to Grant Award

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

1. **SHANNON SULLIVAN** \$14.43 \$ 15,000.00

Account: 5000-512812-2021-212700-603018

On November 23, 2012, the Board approved the agreement between the Department and the State of Maryland, Department of Public Safety and Correctional Services. Part of the funding will pay for the salary of one consultant. Ms. Sullivan will facilitate rewriting and editing procedures for the Sex Offender Registry and Child Abuse Units. The period of the agreement is effective upon Board approval through September 30, 2013.

2. **THE HOUSE OF RUTH MARYLAND, INC.** \$825,000.00

Account: 6000-613113-2252-247800-607001

Under the Baltimore City Code, Article 5, Section 48-1 (2010 Edition), \$75.00 of each marriage license fee collected in Baltimore City is segregated into a special fund. Funds are distributed to the organization in proportion to the number of domestic violence victims it services. The Fiscal 2013 estimate of \$825,000.00 is based on a projection of 11,000 licenses to be issued during the year. The Police Department is the City agency designated to administer and disburse the funds. The period of the agreement is July 1, 2012 through June 30, 2013.

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Police Department - cont'd3. **BALTIMORE CHILD ABUSE CENTER** **\$ 55,000.00**

Account: 5000-512812-2021-212700-600000

The State of Maryland, Department of Public Safety and Correctional Services (DPSCS) is required under Criminal Procedure Article subsection 11-713(3) and (4), and under C.O.M.A.R. 12.06.01.17 to reimburse each local law enforcement unit annually for processing registration statements, fingerprints, photographs, and for performing community notification requirements. The rate for reimbursement is \$200.00 per sexual offender registration, with 1,481 active registrants. Based on that calculation, a payment of \$296,200.00 was disbursed to the Police Department. The funding is on-going to be spent until exhausted. The Baltimore Child Abuse Center will employ a Forensic Interviewer and be reimbursed for expenditures not to exceed \$55,000.00 out of the \$296,200.00 reimbursement from the DPSCS. The period of the agreement is October 1, 2012 through September 30, 2013.

AUDITS REVIEWED AND HAD NO OBJECTION.GRANT AGREEMENT4. **THE MARYLAND HIGHWAY SAFETY OFFICE** **\$193,900.00**

Account: 4000-472113-2032-619300-600000

The grant funds will be used for the Department's Traffic Enforcement Program. The program focuses on traffic enforcement and education awareness, decreasing pedestrian injuries and fatalities, reducing the number of impaired and aggressive driving related crashes, and increasing the

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Police Department - cont'd

use of the road properly. The activities will include participating in Walk to School Day and the Smooth Operator and Streets Smart Campaigns. The Department will also continue to participate in annual state-wide traffic safety programs which include the Maryland Law Enforcement Challenge, Buckle Up Religiously, and Click it or Ticket. The period of the agreement is October 1, 2012 through September 30, 2013.

GRANT AMENDMENT

5. **THE MARYLAND DEPARTMENT OF JUVENILE SERVICES (DJS)** **\$111,735.94**

Account: 4000-497411-2252-692900-607001

On September 22, 2011, the Board approved an intergovernmental agreement with the DJS for the Continuum of Opportunity Reentry Program and Services Initiative. Under this agreement the Mayor's Office of Criminal Justice will provide services and support to youth returning to Baltimore City from the DJS out-of-home placements.

On May 2, 2012, the Board approved a modification extending the term of the agreement through June 30, 2012. The original agreement was approved in the amount of \$122,000.00, for the period September 22, 2010 through July 31, 2011. This modification will extend the agreement through June 30, 2013 and increase funds by \$111,735.94, making the total award \$233,735.94.

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

APPROVED FOR FUNDS BY FINANCE

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

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Department of Housing and - Acquisition by Gift
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the interests in the following properties as a gift from Al-Morrell Development, **SUBJECT** to outstanding municipal liens, except for water bills:

<u>Property</u>	<u>Interest Type</u>	<u>Block/Lot</u>
2234 E. Chase Street	L/H	1553/018
525 N. Glover Street	F/S	1657/078
1020 N. Milton Avenue	F/S	1572/035
1027 N. Milton Avenue	L/H	1573/006
939 N. Patterson Park Avenue	F/S	1590/020

AMOUNT OF MONEY AND SOURCE:

Al-Morrell Development agrees to pay for any title work and all associated settlement costs, not to exceed \$3,000.00. No City funds will be expended.

BACKGROUND/EXPLANATION:

The DHCD's Land Resources Division strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

Al-Morrell Development has offered to donate to the City title to the properties located at the above listed addresses. The City will receive clear and marketable title to the properties **SUBJECT** only to certain City liens. Al-Morrell Development will pay all current water bills up through the date of settlement. Acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

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DHCD - cont'd

Cumulative Real Property Taxes 2012-2013
2234 E. Chase Street

Total Tax	\$ 71.40
Interest/Penalties	0.00
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	193.37
Metered Water (Tax Sale)	0.00
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	564.60
Total Municipal Liens	\$ 829.37

Cumulative Real Property Taxes 2012-2013
525 N. Glover Street

Total Tax	\$ 452.20
Interest/Penalties	0.00
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	0.00
Metered Water (Tax Sale)	0.00
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	508.80
Total Municipal Liens	\$ 961.00

Cumulative Real Property Taxes 2012-2013
1020 N. Milton Avenue

Total Tax	\$ 71.40
Interest/Penalties	0.00
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	0.00
Metered Water (Tax Sale)	0.00
Environmental Citation	1,500.00
Alley Paving Bill	0.00
Rental Registration	583.80
Total Municipal Liens	\$2,155.20

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DHCD - cont'd

Cumulative Real Property Taxes 2012-2013
1027 N. Milton Avenue

Total Tax	\$ 242.76
Interest/Penalties	0.00
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	134.98
Metered Water (Tax Sale)	0.00
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	130.00
Total Municipal Liens	\$ 507.74

Cumulative Real Property Taxes 2012-2013
939 N. Patterson Park Avenue

Total Tax	\$ 242.76
Interest/Penalties	0.00
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	10.03
Metered Water (Tax Sale)	0.00
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	583.80
Total Municipal Liens	\$ 836.59

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

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DHCD - cont'd

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the acquisition of the interests in the foregoing properties as a gift from Al-Morrell Development, **SUBJECT** to outstanding municipal liens, except for water bills.

MINUTES

Department of Housing and - Memorandum of Understanding
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with the Department of Recreation and Parks. The period of the memorandum of understanding is July 1, 2012 through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$257,330.00 - 2089-208913-5930-434430-603051

BACKGROUND/EXPLANATION:

Pursuant to guidance from the Department of Housing and Urban Development (HUD), a MOU will be executed for the utilization of Community Development Block Grant (CDBG) funds to support other City agencies. The Department of Recreation and Parks is authorized to provide leisure activities through management of recreation centers and the municipal parks system. The Department of Recreation and Parks will provide recreational educational, cultural, after-school and summer camp programs for 1,710 unduplicated low and moderate income areas of Baltimore City. The Department of Recreation and Parks will provide services in accordance with CDBG Entitlement Grant Regulations.

On May 2, 2012, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2012 Annual Action Plan for the following formula programs:

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

MINUTES

DHCD - cont'd

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2012 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with the Department of Recreation and Parks.

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Department of Housing - Side Yard Land Disposition Agreement
and Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the agreement of sale with Mr. Michael Tyson, purchaser, for the sale of the property known as 2424 Huron Street (Block 7473, Lot 017A).

AMOUNT OF MONEY AND SOURCE:

\$532.67 - Purchase price

BACKGROUND/EXPLANATION:

The DHCD's Land Resources Division, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods. The purchaser will be using private funds to pay for the acquisition and maintenance of the property.

In accordance with the City's Side Yard Policy, the City has agreed to convey the property known as 2424 Huron Street (Block 7473, Lot 017A), to the owner of the adjacent owner-occupied property. As a condition of the conveyance, Mr. Tyson has agreed to the terms of the agreement of sale, which prohibits development of the parcel for a minimum of ten years.

(FILE NO. 57035)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement of sale with Mr. Michael Tyson, purchaser, for the sale of the property known as 2424 Huron Street (Block 7473, Lot 017A).

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Department of Housing and - Agreements
Community Development (DHCD)

The Board is requested to approve and authorize execution of the listed agreements. The period of the agreement is July 1, 2012 through June 30, 2013, unless otherwise indicated.

1. **CHESAPEAKE CENTER FOR YOUTH DEVELOPMENT, INC.** **\$47,500.00**

Account: 2089-208913-5930-695434-603051

The agreement provides Community Development Block Grant funds to subsidize the operating costs of the "A Foot in the Door" (A-FIND) Employment Initiative. A-FIND will support the employment needs of low to moderate-income youth and families in the Brooklyn/Curtis Bay area by providing job readiness, life skills training classes to youth, posting job opportunity listings, organizing job fairs that will connect employers to community members, and support ongoing vocational resource services.

2. **NEWBORN HOLISTIC MINISTRIES, INC.** **\$42,037.00**

Account: 2089-208912-5930-429826-603051 \$ 2,607.00
 2089-208913-5930-429826-603051 \$39,430.00

The organization operates a six month residential transitional recovery facility called Martha's Place located at 1928 Pennsylvania Avenue. The organization provides permanent housing to program graduates and will actively guide 24 women in their complete recovery from drug addiction. The objective is to fully rehabilitate residents and prepare them for independent substance free living. Services are provided predominantly to residents of the Upton and Sandtown Winchester communities.

On May 2, 2012, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2012 Annual Action Plan for the following formula programs:

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DHCD - cont'd

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

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2012 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

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Department of Housing and - Local Government Resolutions
Community Development

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

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

- | | |
|---|--------------------------------------|
| 1. PARKS AND PEOPLE FOUNDATION, INC. | \$40,000.00
(CITCP) |
|---|--------------------------------------|

Parks and People Foundation, Inc., located at 2100 Liberty Heights Avenue is proposing the "Druid Hill Park at Auchentoroly Terrace", a park restoration project. The project will restore a nine-acre parcel of Druid Hill Park adjoining the Greater Mondawmin community including significant landscaping, the development of demonstration gardens, the rehabilitation of the park's original historic Superintendent's House and the construction of a LEED Platinum green facility which will include a Green Technology Resource Center and Ecology Center. It will house the Parks and People Foundation, Inc.

The mission of Parks and People Foundation, Inc., is dedicated to supporting a wide range of recreational and educational opportunities, creating and sustaining beautiful and lively parks, and promoting a healthy natural environment for Baltimore. The Parks and People Foundation, Inc. has been working for over 25 years to create a City where the parks are clean and safe, City trees and open spaces are healthy and well maintained, and children have secure places to play and learn when they are not in school. Through the greening programs, the organization supports close to 100 community greening projects and with the organization's partners and over 1,500 volunteers, plants almost 2,000 trees annually.

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DHCD - cont'd

2. **ST. AMBROSE HOUSING AID CENTER, INC.** **\$25,000.00**
(CITCP)

The St. Ambrose Housing Aid Center, Inc., located at 317-321 E. 25th Street, proposes a project that will include significant capital improvements to the class/conference room in the building at 317 E. 25th Street that is used by clients, staff and Board members. The capital improvements will improve learning outcomes for approximately 400 homeownership counseling clients per year, increase productivity for 40 staff and 12 board members who use the facilities regularly, and reduce maintenance and operating costs for the organization.

The St. Ambrose Housing Aid Center, Inc. is a non-denominational, 501 (c) (3) non-profit organization, whose mission is to create, preserve and maintain equal housing opportunities for low and moderate income individuals primarily in Baltimore City and encourage and support strong and diverse neighborhoods.

3. **BALTIMORE CLAYWORKS, INC.** **\$50,000.00**
(CITCP)

Baltimore Clayworks, Inc., located at 5707 Smith Avenue, proposes to expand the Community Arts Satellite Initiative. This initiative expands Baltimore Clayworks' commitment and service to the inner city community through the expansion of programming at Clayworks' three satellite studios in West Baltimore. New programming will be developed to help program participants look at the ceramic arts from an entrepreneur standpoint, providing them with the tools to understand how the work could be an income source. These classes will also provide underserved youth and adults in West Baltimore with access to Clayworks' arts programs in safe and supportive environments.

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DHCD - cont'd

Baltimore Clayworks, Inc. was founded in 1908, by a group of nine community-minded ceramic artists. Baltimore Clayworks, Inc. is a non-profit ceramic art center that exists to develop, sustain, and promote an artist-centered community that provides outstanding artistic, educational and collaborative programs in ceramic arts. It also operates a number of ongoing programs including Artists' residencies for both visiting and resident artists.

- | | | |
|----|---|--------------------------------|
| 4. | BALTIMORE COMMUNITY FOUNDATION, INC.
(BCF) | \$20,000.00
(CITCP) |
|----|---|--------------------------------|

The Baltimore Community Foundation, Inc., located at 2 E. Read Street proposes to support the Schools' Sustainability Challenge (Challenge) helping teams of City school students implement environmentally focused projects. The Challenge provides grants and support to "Green Teams" of students and teachers to plan and implement projects focused on greening, resource and water conservation, and waste and energy reduction. In 2010, the first year of the project, 16 schools received awards. In 2011, 37 schools participated and in 2012, the Challenge supported sustainability projects in 54 schools.

In 2011, as a result of the Challenge, 564 students took on leadership roles as members of Green Teams, designing and implementing projects and a total of 6,525 students were impacted by these projects, as new recycling bins, lunchroom composting programs, energy conservation awareness signs and decals, schoolyard gardens, and other green projects cropped up as part of their everyday school experience.

The BCF's mission is to inspire donors to achieve their charitable goals from generation to generation and to improve the quality of life in the Baltimore region through grant making, enlightened civic leadership and strategic investments. The BCF is a philanthropic foundation created by and for the people of Greater Baltimore. The BCF

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DHCD - cont'd

comprises 600+ different philanthropic funds with a total of \$158 million in assets. Founded in 1973, the BCF is a 501 (c)(3) tax-exempt, publicly supported organization governed by a 32 member board of trustees.

5. **UNITED MINISTRIES, INC. - EARL'S PLACE** **\$20,000.00**
(CITCP)

The United Ministries, Inc. - Earl's Place, located at 1400 E. Lombard Street, proposes to upgrade the energy efficiency of the building. The upgrade is the result of a building performance test that identified areas with major air leaks within the structure. The project funding will be used to insulate and air seal the roof decking and exposed brick walls, air seal exterior doors and roof access hatch and repair/replace living area equipment.

The United Ministries, Inc. a faith and community based 501 (c)(3) was incorporated in 1993. The organization, a housing and social justice organization, is dedicated to assisting men who are homeless and want to change their lives and to changing community attitudes toward the homeless.

Earl's Place provides safe affordable housing to seventeen homeless men with the primary objective of assisting them in addressing the issues that led to their homelessness and develop both short and long-term goals. Program objectives include but are not limited to assisting the men with maintaining their recovery, addressing health and mental health issues, obtaining a high school diploma and/or continuing education.

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DHCD - cont'd

6. **BALTIMORE MUSEUM OF INDUSTRY, INC.** **\$25,000.00**
(BMI) **(CITCP)**

The Baltimore Museum of Industry, Inc., was founded in 1977 as a special project of the Mayor's Office to collect for future generations the stories and histories of businesses that were leaving the City: stories that were in danger of being lost. In 1981, the BMI incorporated as a private 501 (c)(3) non-profit educational institution to teach the public about the rapidly disappearing industrial heritage of the region. In May of that year, the Museum moved into the historic Platt & Co., cannery (c.1865) on Key Highway and opened to the public in November. The building is now the last remaining cannery on the Inner Harbor.

The mission of the BMI is to collect, preserve and interpret the industrial and technological heritage of the Baltimore region, for the public by presenting educational programs and exhibits that explore the stories of Maryland's industries and the people who created and worked in them. The BMI is seeking Community Investment Tax Credits to assist in raising funds from businesses and individuals to support this initiative. Funds will help underwrite the cost to review, assess, and enhance programs, training materials for staff and supplemental materials provided to school teachers. Each year, over 70,000 school visitors from throughout the State of Maryland including from Baltimore City take part in BMI's hands-on educational programs. The programs consistently receive high teacher evaluations and are valued in the state for providing educational experiences not available in the classroom.

The BMI now serves upwards of 160,000 visitors annually through exhibits, events and award-winning education programs for children and adults. The BMI collects industrial artifacts from the Baltimore region, preserving rare and one-of-a-kind objects from demolition or disposal as old factories and other industry-related sites have been renovated or destroyed.

MINUTES

DHCD - cont'd

7. **CHARM CITY CLINIC, INC.** **\$50,000.00**
(CITCP)

The Charm City Clinic, Inc., located at 2222 Jefferson Street, proposes to fund the block-by-block neighborhood outreach program in the Middle East, McElderry Park and Madison/East End neighborhoods of East Baltimore. Volunteers go out into the neighborhood with a resident who has received assistance from Charm City Clinic's services and together, they visit neighborhoods, speak to them about the clinic and make arrangements to follow-up on those households interested in the clinic's services. The value and effectiveness of such neighborhood-based health workers has been well documented in both urban and rural settings. The project and the efforts of the volunteers will help bridge the gap between case-finding and follow-up.

The project will expand the block-by-block outreach program. Medical care will be accessible to a much greater percentage of the immediate neighborhood. The project will also expand the capacity of the Preventative Health Screening Program and Health Resource Center, to support the expected increased client volume generated by the expanded block-by-block outreach program. Charm City Clinic, Inc. is a federal 501 (c)(3) non-profit organization founded and operated by Baltimore medical, undergraduate and graduate students in conjunction with community leaders. Recent studies indicate that the residents of Baltimore have insufficient access to and knowledge of primary care resources, contributing to higher rates of preventable hospitalizations and overcrowded emergency rooms. Charm City Clinic, Inc. collaborates with the Men and Families Center, a local community service provider to expand access to health care to the underserved and uninsured residents of East Baltimore.

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DHCD - cont'd

8. **SANDTOWN HABITAT FOR HUMANITY, INC.** **\$50,000.00**
(CITCP)

Sandtown Habitat for Humanity, Inc., located at 1300 N. Fulton Avenue, proposes a project to provide safe, decent, affordable housing for homeownership to low and very low income families located within the organization's 15-block focus area. Since 1989, Sandtown Habitat for Humanity, Inc. (Habitat) has completed over 300 homes, with approximately 80 vacant homes remaining in Habitat's focus area and several hundred within the Sandtown-Winchester neighborhood.

Sandtown Habitat for Humanity, Inc. is a non-profit housing organization in the Sandtown-Winchester neighborhood, with the purpose of increasing homeownership and improving the health of the community. By having many diverse people working in partnership together, Habitat fosters new relationships and an increased sense of community, as well as new homes.

Habitat works on two fronts to stabilize families and communities. The first step involves constructing homes for purchase by low and very low income families. Second, by changing conditions which foster poverty and despair. Volunteers working with staff, provide labor and management expertise, and using donations of money and materials the organization builds and rehabilitates homes. The homes are built with the help of the prospective homeowners and local and national community groups. The homes range from two-story, 2-bedroom units to larger three-story 4-5 bedroom units. Sandtown Habitat for Humanity, Inc., is one of more than 1,500 Habitat for Humanity affiliates operating within the United States.

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DHCD - cont'd

9. **COMMUNITY PLANNING AND HOUSING ASSOCIATION, INC. (CPHA)** **\$10,000.00 (CITCP)**

The CPHA located at 3355 Keswick Road, is interested in working with the citizens of the Broadway East and Oliver neighborhoods to increase the level of citizen engagement in the neighborhoods. The CPHA and the citizens of Broadway East and Oliver neighborhoods will begin an outreach campaign with the goal to discover new talent that will be trained and mentored to enable the community associations to lead in community revitalization.

The project focus is located along North Avenue and Biddle Street. Both neighborhoods are bisected by major roadways. Harford Road in Oliver and Gay Street in Broadway East. Both neighborhoods have strong institutions in the heart of the neighborhood, but citizen engagement is lacking.

The mission of the CPHA is to bring about a healthy inclusive Baltimore by bringing together people and neighborhoods to create innovative solutions to challenging, community-wide problems, empowering citizens with information and skills for advocacy and organizing and championing solutions through legislative and policy reforms.

10. **MARYLAND FOOD BANK, INC.** **\$50,000.00 (CITCP)**

The Maryland Food Bank, Inc., located at 2200 Halethorpe Farms Road proposes to alleviate hunger and food insecurity across the City, providing millions of pounds of low to no cost food to a network of partner organizations serving City residents who live below the poverty line and are food insecure. The funds will be used to support existing programs.

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DHCD - cont'd

The project "Fighting Hunger for At-Risk Populations" is carried out through a network of partner organizations who serve 134,880 plus residents who live below the poverty line and are food insecure. The tax credits will help fund the hunger relief programs including but not limited to food procurement and distribution; the organizations core program which collects millions of pounds of unused, donated and gleaned product from supporters. This offers nutritious snacks and meals to children in after-school programs, the Summer Food Service Program and a lifeline for children who receive free or reduced-price meals during the school year but have no consistent access to food during the summer months. The School Pantry Program will engage parents of low-income students in volunteer activities at their child's school. SNAP Outreach will be conducted every day at senior centers in Baltimore City and FoodWorks a commercial-grade kitchen allows the Maryland Food Bank to reconstitute donated and prepared foods into healthy ready-to-serve frozen meals. The Maryland Food Bank was founded 34 years ago as the first food bank on the East Coast. In its first year, the organization distributed 400,000 pounds of food to 38 sites in Baltimore City. In 2004, the organization expanded and transferred it headquarters from a 52,000 square-foot facility to the current 89,000 square-foot warehouse in Baltimore County.

UPON MOTION duly made and seconded, the Board approved and adopted the foregoing local government resolutions. The Mayor **ABSTAINED** on Item Nos. 1 and 3.

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CITY COUNCIL BILL:

12-0109 - Franchise - Private Pedestrian Bridgeways Above and Across and Private Tunnels Under and Across a Portion of Marion Street Right-of-Way for the purpose of granting a franchise to CB Fayette Street Baltimore, LLC, to use and maintain two existing private pedestrian bridgeways above and across and two existing private tunnels under and across a portion of Marion Street Right-of-Way, subject to certain terms, conditions, and reservations; and providing for a special effective date.

THE LAW DEPARTMENT COMMENTS THAT ARTICLE VIII OF THE BALTIMORE CITY CHARTER REQUIRES THAT A BILL GRANTING A FRANCHISE BE REFERRED TO THE BOARD OF ESTIMATES AFTER FIRST READING. CITY CHARTER, ARTICLE VIII, §2. THE BOARD OF ESTIMATES IS EMPOWERED TO CHANGE BOTH THE PROPOSED COMPENSATION TO BE PAID THE CITY AND THE CONDITIONS UNDER WHICH THE FRANCHISE IS GRANTED. *Id.* FURTHERMORE, THE BOARD OF ESTIMATES MUST APPROVE BY VOTE OR RESOLUTION THE COMPENSATION AND TERMS OF THE FRANCHISE AND THESE ARE TO BE ATTACHED TO THE BILL BEFORE THE BILL CAN BE ENACTED. *Id.* IF THE PROCEDURAL REQUIREMENTS ARE MET, THE BILL WILL BE IN ACCORDANCE WITH ARTICLE VIII OF THE BALTIMORE CITY CHARTER AND THE LAW DEPARTMENT WILL APPROVE THE BILL FOR FORM AND LEGAL SUFFICIENCY.

THE DEPARTMENT OF GENERAL SERVICES, IN ACCORDANCE WITH THE MINOR PRIVILEGE SCHEDULE OF CHARGES AND REGULATIONS AS ESTABLISHED AND SET BY THE BOARD OF ESTIMATES, ORIGINALLY RECOMMENDED AN ANNUAL FRANCHISE FEE OF \$142,141.80 FOR THE FOUR EXISTING ENCROACHMENTS INTO THE MARION STREET PUBLIC RIGHT-OF-WAY, A 17-FOLD INCREASE OVER THE 1987 ESTABLISHED FEE. AT THE AUGUST 9, 2012 CITY COUNCIL HEARING BEFORE THE HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE, AN ATTORNEY REPRESENTING THE PROPERTY OWNER URGED THE CITY TO CHARGE A MORE EQUITABLE FEE.

MINUTES

CITY COUNCIL BILL: - cont'd

THE MATTER SUBSEQUENTLY WAS REVIEWED. THE CURRENT SCHEDULE OF CHARGES BEGAN TO INCREASE AFTER A STUDY IN YEAR 2000 RECOMMENDED THAT ALL CITY FEES BE INCREASED 100 PERCENT. THE CITY IMPLEMENTED A 50 PERCENT INCREASE WHICH OCCURRED OVER A FIVE YEAR PERIOD. IT WAS CONCLUDED THAT AN EQUITABLE FEE FOR THE PROPERTY WOULD TAKE INTO ACCOUNT THAT:

(1) THE FEE WAS ORIGINALLY NEGOTIATED; (2) THE PROPERTY IS CURRENTLY SUBJECT TO AN LDA TO WHICH THE CITY IS A PARTY; AND (3) A 17-FOLD INCREASE IS OVERLY STEEP WHEN NO OTHER PROPERTY REQUESTING A FRANCHISE RENEWAL IS SUBJECT TO A SIMILAR STEEP INCREASE IN PRICE. CONSEQUENTLY, IT WAS CONCLUDED A FEE OF \$98,000.00 WOULD BE APPROPRIATE UNDER THE UNIQUE, HISTORICAL CIRCUMSTANCES OF THIS FRANCHISE.

BASED ON THESE FINDINGS, THE DEPARTMENT OF GENERAL SERVICES SUPPORTS PASSAGE OF CITYCOUNCIL BILL 12-0109 AND THAT A FRANCHISE FEE OF \$98,000.00 BE RECOMMENDED TO THE BOARD OF ESTIMATES.

ALL REPORTS RECEIVED WERE FAVORABLE.

UPON MOTION duly made and seconded, the Board approved the Board approved Bill No. 12-0109 and directed that the bill be returned to the City Council with the recommendation that it also be approved by that Honorable Body. The President **ABSTAINED.**

MINUTES

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

* * * * *

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

3854 - 3855

All of the EWOs had been reviewed and approved
by the

Department of Audits, CORC,
and MWBOO, unless otherwise indicated.

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

The President **ABSTAINED** on Item No. 5.

MINUTES**EXTRA WORK ORDERS**

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

Department of Transportation

1. EWO #003, \$336,597.00 - TR 11301, Resurfacing Highways
@ Various Locations - NW Sector II
\$2,043,094.97 \$4,575.00 M. Luis Constr. - -
Co., Inc.

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$264,553.63	9950-908013-9507	9950-902842-9514-2
FED	Construc. Res. Charles Street Bridge	Contingency Resur- facing Highways at NW Sect. II TR 11301

This transfer will fund the cost associated with funds for TR 11301, Change Order No. 3, Resurfacing Highways at Various Locations, NW Sector II by M. Luis Construction Company, Inc.

3. EWO #012, \$53,159.48 - TR 10005, Uplands Redevelopment:
Mass Grading & Infrastructure
\$18,279,447.78 \$1,090,247.55 Monumental Paving - -
& Excavating, Inc.

Department of Public Works

4. EWO #007, \$31,178.81 - W.C. 1164, Towson Finished Water
Reservoir Cover and Miscellaneous Repairs
\$18,393,000.00 \$35,450.00 Whiting-Turner - 50
Contracting Co.
Inc.

MINUTES**EXTRA WORK ORDERS**Department of Public Works - cont'd

	<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>
5.	EWO #002, \$113,000.00 - S.C. 849, Locust Point Wastewater Pumping Station Force Main Replacement				
	\$851,833.00	\$0.00	Kinsley Construction, Incorporated	0	15

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. Leslie Sarkin	1131 N. Bond St.	½ G/R \$43.00	\$ 143.75

Funds are available in account 9910-908087-9588-900000-704040, Miscellaneous Project.

2. Won J. Lee, Jong W. Lee, and Chong Sup Kim	2779 Tivoly Ave.	L/H	\$ 6,700.00
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Funds are available in account 9910-904326-9588-900000-704040, Coldstream Homestead Montebello Project.

(FILE NO. 57188)

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.

Law Department - Payments of Settlements

3. Fraternity Federal Savings & Loan Association (Previous Owner)	1310 Valley St.	G/R Reversionary	\$ 43.00
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Funds are available in Account No. 9910-910715-9588-900000-704040, Johnston Square Project.

On December 14, 2011, the Board approved the acquisition by condemnation of the reversionary ground rent interest in the real property located at 1310 Valley Street. The Board previously approved \$560.00 to acquire the subject property interest. The approval was based upon the City's independent

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Depart. - Payment of Settlements - cont'd</u>			
<p>appraiser's fair market valuation of the property. The previous owner contested the valuation of the property. The parties agreed to settle the matter for \$603.00 (i.e., an additional \$43.00; less than 10% above the previously approved valuation of \$560.00). Therefore, the Board is requested to approve an additional \$43.00; the difference between the previous approval of \$560.00 and the total settlement of \$603.00.</p>			
(FILE NO. 57070)			
4. Darnell Butler and Crystal Butler (Previous Owners)	4976 Denmore Avenue	L/H	\$ 18,750.00

Funds are available in Account No. 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Corridor Area.

On March 14, 2011, the Board approved the acquisition by condemnation of the leasehold interest in the real property located at 4976 Denmore Avenue. The Board previously approved \$29,250.00 to acquire the subject property interest. The owner of the property interest valued it at \$52,000.00. The parties agreed to settle the action for \$48,000.00. Therefore, the Board is requested to approve an additional \$18,750.00; the difference between the previous approval of \$29,250.00 and the total settlement of \$48,000.00.

5. N-2, Inc. (Previous Owner)	4978 Denmore Avenue	L/H	\$ 39,750.00
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Funds are available in Account No. 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Corridor Area.

On May 16, 2012, the Board approved the acquisition by con-

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Depart. - Payment of Settlements - cont'd</u>			
<p>demnation of the leasehold interest in the real property located at 4978 Denmore Avenue. The Board previously approved \$15,250.00 to acquire the subject property interest. The owner of the property interest valued it at \$75,000.00. The parties agreed to settle the action for \$55,000.00. Therefore, the Board is requested to approve an additional \$39,750.00; the difference between the previous approval of \$15,250.00 and the total settlement of \$55,000.00.</p>			

(FILE NO. 57083)

UPON MOTION duly made and seconded, the Board approved the options and the payments of settlements as requested by the Law Department.

MINUTES

TRANSFER OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfer of Funds

listed on the following page:

3860

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$354,137.57	9950-901773-9508	
Other	Constr. Res.	
	Roland Ave.	
	Reconstruction	
345,862.43	9950-902769-9514	
Other	Constr. Federal	
	Resurfacing,	
	SE SECTOR IV	
<u>\$700,000.00</u>	-----	9950-904782-9508-2
		Contingencies
		Roland Park between
		Northern Parkway
		and Coldspring Lane

This transfer will cover the design and local match and of the construction cost of Roland Park between Northern Parkway and Coldspring Lane.

MINUTES

Mayor's Office of Human Services (MOHS) - Grant Agreements

The Board is requested to approve and authorize execution of the various grant agreements. The period of the agreement is July 1, 2012 through June 30, 2013, unless otherwise indicated.

1. ST. VINCENT DEPAUL OF BALTIMORE, INC **\$104,566.00**

Account: 4000-496211-3572-591429-603051

The organization will provide housing and supportive services to approximately 20 residents of the Frederick Ozanam House Transitional facility. The program will serve homeless individuals who are determined to be employable and not presently addicted or suffering from a debilitating mental illness. The program will provide a stable place to live, employment guidance and peer support to change self-defeating behavior. The period of the agreement is December 1, 2011 through November 30, 2012.

MWBOO GRANTED A WAIVER.

2. BALTIMORE CRISIS RESPONSE, INC. **\$ 43,200.00**

Account: 4000-496212-3571-591495-603051

The organization will operate SHELTERLINE, a telephone intake, information and referral services system to assist the citizens of Baltimore City who are currently homeless or at various stages of homelessness. The period of the agreement is April 1, 2012 through March 31, 2013.

3. PUBLIC JUSTICE CENTER, INC. **\$ 22,750.00**

Account: 5000-523113-3571-333739-603051

The organization will operate a Tenant Advocacy Project to provide legal services and tenants' rights training to impoverished tenants and tenant organizations.

MINUTES

MOHS - cont'd

4. **COMMUNITY HOUSING ASSOCIATES, INC.** **\$ 33,450.00**

Account: 5000-525113-3573-333755-603051

The organization will operate and oversee a Tenant Advocacy Project. Services will include resource development and service referral.

5. **MARIAN HOUSE, INC.** **\$543,096.00**

Account: 4000-496312-3573-591219-603051

The organization will provide sponsor-based permanent housing and support services to approximately 30 families headed by female ex-offenders under the TAMAR Project. The TAMAR Project will provide trauma, addictions, mental health and recovery services. The period of the agreement is July 26, 2012 through July 25, 2013.

MWBOO GRANTED A WAIVER.

6. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$ 14,649.00**
(ACC)

Account: 5000-525113-3573-333751-603051

The ACC will hire a Case Manager to provide services to approximately 14 residents of Holden Hall. The Case Manager will link residents to health, education, life skills training, and employment opportunities.

MWBOO GRANTED A WAIVER.

MINUTES

MOHS - cont'd

7. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$ 96,429.00**
(ACC)

Account: 4000-496212-3572-591404-603051

The ACC will operate Christopher Place a transitional housing facility in Baltimore City. The organization will provide 24-hour transitional housing, employment assistance and other support services for 12 homeless men with substance abuse problems. The period of the agreement is February 1, 2012 through January 31, 2013.

8. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$688,356.00**
(ACC)

Account: 4000-496211-3573-267804-603051

The ACC will operate Christopher Place Permanent Housing/REACH to provide permanent housing to 45 individuals and ten families in Baltimore City. The period of the agreement is January 1, 2012 through December 31, 2012.

MWBOO GRANTED A WAIVER.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing grant agreements. The President **ABSTAINED** on Item No. 1.

MINUTES

Baltimore Development Corporation (BDC) - Land Disposition Agreement, Purchase Money Mortgage, Loan, Intercreditor Agreement, Termination of Lease, and Local Government Resolution

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of (a) a land disposition agreement and purchase money mortgage with the Senator Theatre, LLC (b) intercreditor agreement and (c) approve the City funding of a loan to the Senator Theatre, LLC, (d) termination of the lease for 5904-06 York Road, and (e) a local government resolution in support of a loan from the State to the Senator Theatre, LLC. The Board is also requested to authorize the Mayor or Director of Finance to execute any ancillary documents, letters and certificates that do not change the substance of the terms of the documents, subject to approval for form and legal sufficiency by the Law Department.

AMOUNT OF MONEY AND SOURCE:

Amount: \$500,000.00
 Source: Purchase Money Mortgage
 Rate: 2% fixed
 Collateral: Real property, 5904-06 York Road, and business assets

Amount: \$700,000.00
 Source: 9910-906983-9600 - 20th EDF
 Rate: 2% fixed
 Collateral: Real property, 5904-06 York Road, and business assets

BACKGROUND/EXPLANATION:

In May 2002, the Board approved a \$600,000.00 loan guarantee for the Senator Theatre. With the threat of foreclosure imminent, and facing the loss of its \$600,000.00 guarantee, the City of Baltimore purchased the promissory note and mortgage on the Senator Theatre from First Mariner Bank in May 2009.

Through a Request for Proposals ("RFP") issued September 21, 2009, the BDC offered for sale or rent the Senator Theatre for use as a movie theatre and/or performing arts venue. After a

MINUTES

BDC - cont'd

review and analysis process which included a public meeting and multiple meetings of an Advisory Panel (comprised of business, residential, and theatre advocacy groups, and City staff), the panel recommended that the City enter into an Exclusive Negotiating Privilege agreement with the Senator Theatre, LLC, which is comprised of Mr. James Cusack and Ms. Kathleen Lyon, the owners of the Charles Theatre.

The Board approved the Senator Theatre, LLC, lease of the Senator Theatre on August 25, 2010, a \$700,000.00 loan for capital improvements on August 10, 2011, and an amendment to the lease on August 10, 2011. Due to higher than anticipated construction bids, it was necessary to revise the financing strategy, so the loan approved by the Board on August 10, 2011, was not executed. The new financing strategy centers on a sale of the property, rather than a lease, which will allow it to be used as collateral for the City and State of Maryland loans that are essential to the project.

The total cost of the project is \$3,491,000.00, including acquisition. Listed below are the sources of financing for the project. The project is not feasible without a conventional loan and a loan from the State of Maryland, and both entities require collateral for their loans.

Sources

State Loan	\$560,000.00
City Loan	700,000.00
Community Legacy	425,000.00
Equity	950,000.00
Bank Loan*	350,000.00
Façade Grant	6,000.00
Purchase Money Mortgage	<u>500,000.00</u>
Total	\$3,491,000.00

*The bank loan will bridge the financing gap until the developer receives the benefits of State and Federal Historic Tax Credits, estimated to have a value of \$400,000.00.

MINUTES

BDC - cont'd

Land Disposition Agreement and Purchase Money Mortgage

The City will hold the \$500,000.00 mortgage on the property. The structure for the mortgage will be monthly principal and interest payments for 40 years at 2% fixed. The \$500,000.00 Purchase Money Mortgage and the State's \$560,000.00 loan will be secured by a shared (pari passu) first position lien on the real property at 5904-06 York Road and a second position on the business assets, as well as Mr. James Cusack's personal guarantee.

\$700,000.00 Loan

The Senator Theatre, LLC, is requesting a \$700,000.00 loan to assist with the cost of renovations and expansion. The structure for the loan will be interest only for the first nine months, and then monthly principal and interest payments for 20 years at 2% fixed. If the Senator Theatre, LLC, spends \$2,851,000.00 on capital improvements to the Senator Theatre within 18 months, \$100,000.00 of the loan would convert to a grant. The payment of principal and interest on \$100,000.00 will be deferred. If the company does not meet the required target, the deferred amount will amortize over the remaining term of the note. The loan will be secured by a second lien on the real property at 5904-06 York Road and a third lien on business assets, as well as Mr. James Cusack's personal guarantee.

The BDC conducted a City Return Analysis on the project using the total City investment of \$1,130,000.00, which includes the difference in the appraised value of \$930,000.00 and the purchase price of \$500,000.00, as well as the requested loan. The Net Present Value (NPV) is calculated for a 20 year period using a 6% discount rate. Based on this analysis, the projected returns to the City are revenues of \$1,010,730.00 NPV over 20 years. The City's 20 year Internal Rate of Return (IRR) is projected to be 13%. The developer's 20 year IRR is projected to be 14%.

MINUTES

BDC - cont'd

Termination of Lease

When the City sells the property to the Senator Theatre, LLC, it will be necessary to terminate the lease originally approved by the Board on August 25, 2010, and amended on August 10, 2011.

MBE/WBE PARTICIPATION:

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

THE DIRECTOR OF FINANCE RECOMMENDED APPROVAL.

APPROVED FOR FUNDS BY FINANCE

PROTESTS WERE RECEIVED FROM MS. LAURA PERKINS ON BEHALF OF FRIENDS OF THE SENATOR AND FROM TOM KIEFABER, FREDERICK COCCA, GEORGE CALLION, AND ERIC GADSBY AND MS. KIM TRUEHEART.

(FILE NO. 55561)

President: "The second item on the non-routine agenda can be found on pages 35-38, Land Disposition Agreement, Purchase Money Mortgage, Loan, Intercreditor Agreement, Termination of Lease, and Local Government Resolution. Will the parties please come forward? Is Ms. Laura Perkins here? She's not here? Okay. Before everyone gets started, I just want to let you know that we will allow you two minutes each, and if anyone wants to come and

MINUTES

BDC - Senator Theatre, LLC - cont'd

speaking, it has to be something that has not been already stated. We don't want people to come up and talk about things that have already been stated. Okay. Those are the ground rules -- and uh -- two minutes. Mr. Ralph you have the -- Mr. Ralph -- okay. All right. Thank you."

Ms. Kim Clark, Acting President, Baltimore Development Corporation: "Should I go first?"

President: "Um huh."

Ms. Clark: "Good morning members of the Board. My name is Kim Clark. I am the Acting President for Baltimore Development Corporation. I wanted to begin by addressing some uh - of the statements made in the various protests that we received - um -"

Mayor: "You should do the -- just the statement about the --"

Ms. Clark: "Just the statement about the item first?"

Mayor: "First."

Ms. Clark: "Okay. So as -- Thank you. So, as many of you know, the Senator Theater has had a relationship with the City - City for many years. Uh -- Under the ownership of the former owner, uh - we gave a couple of different loans, as well as the City provided a guarantee. As a result of that guarantee - um - the

MINUTES

BDC - Senator Theatre, LLC - cont'd

City - um obtained ownership of the property and ever since then has been trying to get it back into private hands and make it a viable concern for many patrons and other sources of entertainment. Um - We issued an RFP a number of years ago. We got a couple of responses, took it through the process - uh - did an analysis, and - uh - made a recommendation, and I believe it was two years ago brought before you a lease and a loan for the - uh - ownership for the - uh - Kathleen, then Kathleen Cusack now Alliance. Since that time, the project amount has increased to \$3,000,000.00. So, there was the need for -- to find more money to put into it. So, the Cusacks raised the amount of money -- increased the amount of money that they themselves were putting into it. And they also went for a conventional loan as well as a loan from the State. In acquiring those loans, - uh - it was found that there was - uh - a need to have some collateral for those loans. So, it was then decided that we would sell the property to the Cusacks. Thus, getting the City out of the theater business. Uh -- the uh - documents before you are for the sale of the property for a loan to the Cusacks. The loan that came before you um, it's basically the

MINUTES

BDC - Senator Theatre, LLC - cont'd

same loan. It's just been reworked. We never - uh - moved forward with the one that came before you a couple of years ago. There's also the resolution that's needed for the State as well as intercreditor agreement for -- between the City, the State and the conventional loan. So, we feel that this is in the best interest of the City - uh - to convey this property to the Cusacks. Um -- They have a lot of history with movie theater operations and we feel that they can make it again a viable part of the community."

President: "Thank you."

Ms. Kim Trueheart: "Good morning. My name is Kim Trueheart. The Baltimore Development Corporation has never done a deal that I've witnessed that benefited the citizens of Baltimore and this is another bad deal. I'm not sure how the City can make a \$1,600,000.00 investment one year and then turn around and say the next year it's a half million dollars less of an investment than we originally made. The numbers keep changing in this deal in terms of whose got what, who doesn't have what. I want a deal where I need collateral from a bank and then the City gives me a building. I want a deal like that. At this point, I don't see

MINUTES

BDC - Senator Theatre, LLC - cont'd

why anybody wouldn't take a 2%, 40-year commercial loan and run with it, cause I want one. Okay. So, I think primary -- commercial banks are lending at 5 - 8% with good credit. The Cusacks obviously couldn't qualify for a loan without this handout. I don't get it. I don't understand why anybody would vote yes for this. So, I am asking that you vote no."

President: "Thank you. You have a question?"

Comptroller: "Ms. Clark, could you explain the \$700,000.00 loan as compared to the loan in August of 2011?"

President: "You have to talk into the mic."

Ms. Clark: "Chief Financial Officer, Jeff Pillas who --"

Mayor: "Could you repeat the question?"

Comptroller: "The question is could you clarify the loan that was not executed in 2011 compared to the loan today? Could you clarify the loan that was executed in 2000 -- that was approved but not executed in 2011 as compared to today? Because my understanding is that it was a \$700,000.00 loan, of which \$100,000.00 was a grant and \$100,000.00 would be forgiven if they completed the construction within 18 months."

Mr. Jeff Pillas, Chief Financial Officer, Baltimore Development

MINUTES

BDC - Senator Theatre, LLC - cont'd

Corporation: "Correct."

Comptroller: Is it the same today?"

Mr. Pillas: "Yes it is. The construction has to start -- the loan has to be funded first."

Comptroller: "Okay."

Mr. Pillas: "So, until the loan is funded, then the clock will start ticking as soon as the loan is funded from us."

Comptroller: "Okay. So, the clock starts ticking if it's approved today?"

Mr. Pillas: "Well, not approved, closed."

Comptroller: "Closed."

Mr. Pillas: "Cause then we've got to get it to settlement and we have to transfer the deed and get all the documents completed and the title company has to do their work. So, once we fund them, we'll start funding in tranches"

Comptroller: "And if its completed within 18-months its forgiven and then there's a hundred --"

Mr. Pillas: "A hundred thousand in."

Comptroller: "And there's a \$100,000.00 grant also?"

MINUTES

BDC - Senator Theatre, LLC - cont'd

Mr. Pillas: "That is correct. But, it's got to be completed in 18-months for that --"

Mr. Larry Jenkins, Law Department: "It's the same -- there is only one \$100,000.00 --"

President: "You have to talk into --"

Solicitor: "You have to identify yourself Larry."

Mr. Jenkins: "Larry Jenkins from the Law Department. There is only one \$100,000.00 --"

President: "Larry, you have to --?"

Mr. Jenkins: "There is a total in terms of loans of \$700,000.00. When it was presented before, it was all to go into construction. It's broken down into two components; \$600,000.00 is going to be payable back in accordance with the interest rate. The \$100,000.00 will be forgiven if in fact the property, the completion of the property in terms of renovation is done within 18-months."

Comptroller: "Okay. But, in the original in 2011, it was a grant. So, there's no grant in this component?"

Mr. Jenkins: "It was a loan then, too."

MINUTES

BDC - Senator Theatre, LLC - cont'd

Comptroller: "It was a loan. Okay."

Mr. Jenkins: "Both times."

Comptroller: "Okay."

Ms. Trueheart: "The Cusacks in the original deal -- Mr. Cusack put up his home. Now, why isn't his home now -- I mean, did the value of his home reduce to the point that he does not offer it in case of default? And if that's the case, then I question whether Mr. Cusack is financially stable enough to take on this burden, okay. Because it's obvious the banks don't think he is. Why does Baltimore City think he is?"

Mr. Jenkins: "Mr. Jenkins, again. I think the answer is that initially the Cusacks -- meaning Mr. Cusack was -- and he still is guaranteeing both the loans. But, his equity in this deal has increased from like \$300,000.00 or \$400,000.00 to \$900,000.00. So, there's a big change there. Secondly, the liens against his house, in terms of -- at the present time, which he owns with his wife, are not of -- the equity in it is not substantial at this point in time that we felt it was -- that it was necessary. But, he is guaranteeing the loan."

MINUTES

BDC - Senator Theatre, LLC - cont'd

President: "Thank you."

Ms. Trueheart: "So, his net worth has been reduced with the economy? Is that what you're saying?"

Mr. Jenkins: "I don't know the answer to that. I don't know that. All I can say is that in terms of the value of his property, which lots of properties have gone down in value -- and the equity in the property -- it's not worth the City taking a lien on that particular asset."

Ms. Trueheart: "Okay. So, his financial standing has changed?"

President: "We understand that. Mr. Cusack, I mean Mr. Kiefarber."

Mr. Kiefarber: "I'm the former owner, not the soon to be current one. Thank you for the opportunity to address the Board today. I - uh - feel particularly --"

Solicitor: "We need you to identify yourself Mr. Kiefarber."

Mr. Thomas A. Kiefarber: "My name is Thomas A. Kiefarber, former owner of the historic Senator Theater. Uh - I appreciate the opportunity to address the Board, in particular, the Honorable Comptroller Pratt who -- a couple of years ago standing here was

MINUTES

BDC - Senator Theatre, LLC - cont'd

very much against this deal for the reasons that it should not be approved today. How can a publically-owned national historic landmark, similar to the Shot Tower or the Washington Monument and other land -- more national landmarks, that are owned by the citizens of Baltimore, be transferred back to private ownership with a deal that does not add up? We've already decided that here now. These numbers do not make sense and I'm not going to use all of my two minutes to go over them. It's all in the correspondence. But, this is only going to be not only transferred, but transferred to a sitting Commissioner of the CHAP Commission, who was involved in the process of controlling the theater through CHAP, prior to his acquisition of it. Now, I'm not saying that there is anything that is specifically wrong, I'm saying that there are so many questions here. Particularly, how can you transfer a property like this without a public hearing? Anything I did on the Senator Theater over the years had to go through a public hearing and they were not easy, just like this one. Everybody is squirming like crazy because of this deal. Let the public ask questions about their property and

MINUTES

BDC - Senator Theatre, LLC - cont'd

its transfer back to someone who is having economic problems. It is those problems of a private owner that led to us being here today. I also want to say that, according to -- it was more than two years ago that we were here and Mr. Jenkins -- and it's in my testimony here that I submitted, I don't -- rather than read it all out -- made it very clear when I raised objections that the City had rights that they had rights that they had to perform under that lease within a two-year period. And I believe the exact wording or close to it was, 'and if they do not fulfill those rights, the City has remedies and we will avail ourselves of those remedies.' Is this the remedy? Give it to them? I also happen to know because I am a part owner of what was formerly the parking lot to the Senator Theater. Excuse me, I am a current owner of the former parking lot to the Senator Theater, which was divorced from the Senator because of the haphazard way that Andy Frank structured this deal back during his tenure. As a matter of fact, it was structured during a time when Mr. Frank ran into two Baltimore citizens in the same day. He was having some problems. And people used to talk about this

MINUTES

20BDC - Senator Theatre, LLC - cont'd

deal as being crazy. There were crazy aspects to it. But, let's get down to the facts. Mr. Jenkins said, 'we're going to avail ourselves of those remedies.' We're now over two years and I don't see any availing ourselves of a remedy. I see jettisoning this property with no parking. Mr. Brody, before he retired, went to Mr. Cordish, who owns the majority of the lot of the parking, and said, 'I'd like for you to give it to the City. We're in a real problem here. And he said, 'well why would I do that?' He said because there are tax advantages. And he said, 'perhaps there are. Let me talk to my partners.' Well, I'm one of his partners and there's no tax advantage for me to giving the parking to the City. I'm frankly not in the mood. So, this building has no parking. That's one of the reasons they can't get the financing --"

President: "Mr. Kiefarber, you only have two minutes, so I'm giving you --"

Mr. Kiefarber: "We're trying to create, we're, we're, we're the --"

President: "Okay, you have to get ready to close out."

MINUTES

BDC - Senator Theatre, LLC - cont'd

Mr. Kiefarber: "Let me just finish my points. I'll close quickly. There were 13 items on the original RFP that this deal had to match or meet or come very close to. Rather than take up my time it's delineated in here and I'll give it to the press, if they need it. None and I mean none of the 13 items have been met by this deal. It's about to be transferred to a private citizen without a public meeting. It's an outrage and this Board has lost so much credibility by what you do down here. If you do this today this is -- I'm hoping that some of the citizens will rise up a little bit and see what's going on down here because this is not proper. Also, there is a sixteenplex by Cinemark called the Tinseltown sixteenplex. It is now under construction in Towson less than three miles away in a clearance area from the Senator Theater. There has been no review of this deal since this new development came in. I can tell you by being a professional in the motion picture industry for many years -- an award winning professional, that the arrival of a sixteenplex by the most -- the top exhibitor in the nation is a death knell for this plan. And anyone in the industry that is not -- that has an

MINUTES

BDC - Senator Theatre, LLC - cont'd

objective opinion, of which mine would not qualify, I understand -- no one reached out -- nothing. BDC has never allowed any outside experts to look at this deal -- to go over this deal -- to analyze this deal and its one big sham."

President: "Mr. Kiefarber you have to wrap it up."

Mr. Kiefarber: "I'm done."

President: "Alright."

Ms. Clark: "Thanks very much. We believe that this is a good deal for the City of Baltimore. There have been questions raised by Mr. Kiefarber and some other folks about the experience in preservation. We've had responses from the National Park Service as well as CHAP --"

Mr. Kiefarber: "I didn't say --"

Ms. Clark: "-- stating that he is adherence -- it's in your letter -- adherence to their guidelines. Uh - We believe it's a good deal. It's going to be a multiplex that'll be built. It'll bring more activity to the Govanstowne area and we believe this is a good deal for the City. Thank you."

President: "Madam Comptroller."

MINUTES

BDC - Senator Theatre, LLC - cont'd

Comptroller: "Ms. Clark, are they current on their rent?"

President: "Mr. Kiefarber, we're finished with you."

Comptroller: "Are they current on their rent?"

Ms. Clark: "Yes."

Comptroller: "They're current on their rent?"

Ms. Clark: "Yes."

Comptroller: "Okay."

President: "You can have a seat Mr. Kiefarber."

Mr. Kiefarber: "Are we going to address the issues already?"

President: "We're already addressed them. You can have a seat."

Mr. Kiefarber: "Mr. Jenkins had --"

President: "I'll entertain a Motion."

Solicitor: "I Move approval -- I Move to Reject the protest filed to the item and Move approval of the item, as submitted."

President: "All those in favor say AYE --"

Comptroller: "You have to get a Second."

Solicitor: "AYE."

Mr. Kiefarber: "That's the way it works down here folks."

President: "Is there a Second?"

MINUTES

BDC - Senator Theatre, LLC - cont'd

Director of Public Works: "Second."

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

Comptroller: "I'd like to make a statement. I vote **NO**. I'm voting **NO** for the land disposition and the purchase money mortgage because the property was uh -- appraised at \$930,000.00 and the City is selling it for \$500,000.00 and I just think the deal is too generous. So, I vote **NO**."

President: "Alright. The Motion carries."

Kim A. Trueheart

September 25, 2012

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of a lack of vision, poor fiscal and asset management and a complete failure by the Mayor of Baltimore City and the Baltimore Development Corporation (BDC) to negotiate development deals on behalf of citizens that provide economic benefit to citizens instead of corporations.

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

1. Whom you represent: Self
2. What the issues are:
 - a. Page 35, Baltimore Development Corporation (BDC) – Land Disposition Agreement, Purchase Money Mortgage, Loan, Intercreditor Agreement, Termination of Lease, and Local Government Resolution, if approved:
 - i. This FOUL BDC deal is outrageously inequitable to the citizens of Baltimore City who have invested over \$1,665,757.00 including the City's acquisition and settlement costs of \$965,757.00 when the City purchased the promissory note and mortgage on the Senator Theatre from First Mariner Bank in May 2009, according to the description provided in the BOE's meeting minutes from August 10, 2011.
 - ii. The description of this new proposed FOUL BDC deal states that the citizens of Baltimore City have invested only \$1,130,000.00, reflecting an unexplained reduction from the amount stated in 2011.
 - iii. This FOUL BDC deal conveys prime real estate and mortgage money at scandalously LOW rates, terms and conditions.
 - iv. The FOUL BDC deal marks an unprecedented transfer of a historically registered, significant municipal asset to a For-Profit corporation.
 - v. The FOUL BDC deal fails to address the status of the funds previously GIVEN to this corporation as follows:
 1. The Community Legacy Grant from the Maryland Department of Housing and Community Development (MD-DHCD) for the SENATOR THEATRE REHABILITATION \$300,000.00 approved by the BOE on February 29, 2012;
 2. The \$700,000.00 Loan for the purpose of capital improvements approved by the BOE on August 10, 2011;

5519 Belleville Ave
Baltimore, MD 21207

- vi. Fails to address the fact that this FOUL BDC deal has been repackaged from the August 2011 deal, while this corporation has made little or NO substantive improvements to the property in over a year.
 1. In the August 10, 2011 deal structure, it was stated that “the City will hold a second lien on Mr. James Cusack's personal residence.”, however that condition has NOT been included in this new proposed deal and thus appears to lessen the financial position of the City in the case of default.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden will be exacerbated by undisclosed material facts and details specific to this BDC GIVE-A-WAY to the Senator Theatre, LLC. The Baltimore City Auditor should immediately perform an audit of previously provided funds prior to approval and execution of this action.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on September 26, 2012.

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

Sincerely,
Kim Trueheart
Citizen

5519 Belleville Ave
Baltimore, MD 21207



September 25, 2012

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

Dear Ms. Taylor:

I am writing on behalf of the 2,600 member Friends of The Senator (FOTS) organization, to protest the BDC proposal that the City transfer ownership of The Senator Theatre to the current lessees, CHAP Commissioner James Cusack and Kathleen Cusack Lyon. This is inappropriate, because after two years of controlling the theatre, the lessees have not met any of the City's requirements for redevelopment of the theatre. For them to be rewarded for their poor performance by being given a sweetheart deal on a million dollar historic landmark building, at taxpayer expense, is unconscionable.

At an August 25, 2010 Board of Estimates Meeting, City Law Department Chief Solicitor Larry Jenkins, stated the following while trying to allay concerns about the lease that was then granted to the Cusacks:

"There are time limits in that the Theater is supposed to be renovated within a period of 18 months. That includes the main Theater itself and the building which is on the northeast corner, which at the moment is vacant. It will become, I think, a Tapas restaurant. There is a two-year requirement as to the construction of any smaller theater, which will be on the back of the building. If those requirements are not met, if the funding is not there, then the City has the right to terminate the lease and we would exercise that right."

Over two years later,

- The construction phase of the renovation has not even been started.
- None of the City's stated RFP goals have been met by the lessees. (See attached analysis.)
- In the first 18 months of their operation of The Senator, attendance was off by over 50%, compared to the former owner's worst year ever, according to Rentrak, the movie industry's standard reporting service.
- Maintenance of the building and its landscaping was totally neglected by the new operators for the first 18 months of their operation.
- A new state of the art 16 screen multiplex is scheduled to open just 3 miles away in 2014. This is known by industry professionals as a "category killer" that will destroy any remaining viability of The Senator as a first-run movie theater.
- The theatre has lost its parking rights, and now has no parking - not even for the original auditorium. As part of the disturbing ongoing pattern of profiling of the surrounding Belvedere Square Commercial District, Councilman Bill Henry is now trying to force Pastor Heber Brown of Pleasant Hope Baptist Church to leave the district, so that The Senator can take over the church parking. Pleasant Hope has been an extraordinary community amenity since the 1970s.
- Now, we hear from BDC acting President Kim Clark that the lessees need to be given the building, because they need it to secure financing.

Meanwhile, the BDC clearly has gotten the message that this deal has fatal flaws, and is trying to quickly jettison the theatre, before they are blamed. The Cusacks will then be left on their own, with sole responsibility for a bad outcome, but also with private control over the real estate of The Senator Theatre. This is simply unacceptable. It amounts to a massive giveaway of public funds and public property to a private business headed by a sitting CHAP Commissioner, with no discernible benefit to the public, two years after the project began.

The City must postpone any decision on this until an open and transparent thorough review of the proposed plan can be done by objective outside experts in historic theatre redevelopment and independent film exhibition, and a public hearing can be held to discuss the results of that review and hear community concerns.

Sincerely,

Laura Perkins
Managing Director
Friends of The Senator

(410)435-1572
laurajperk@gmail.com

FRIENDS OF THE SENATOR ANALYSIS OF SENATOR THEATRE RFP GOALS

Initially published Sept. 5, 2012

Updated Sept. 24, 2012

An analysis of the BDC 2009 Senator Theatre RFP criteria: “Intent of Offering.” The original text of the RFP is in italics, followed by FOTS comments. Please note that NONE of the City’s criteria for the “competitive” RFP have been fully achieved, and most will never be achieved with the current Cusack plan.

*“A. Solicit a Respondent who will purchase or lease the Senator for use as a movie theater **and** performing arts venue.”*

The Cusacks have clearly stated in numerous articles and to the community that The Senator Theatre will feature ONLY first-run films and operate as a first-run movie theatre only. Their very first symbolic action, upon taking control, was to remove the high-quality Bil-Jax staging, which was purchased, installed and regularly used by the prior owner for a wide variety of live music performances, dance events and other community-based activities. In their first 18 months of Senator operation, the BDC operators did not produce ANY of the performing arts special events or premieres, for which it was used in the past.

“B. Maintain a schedule of events which keeps the Senator active throughout the week.”

In the initial 18 months of Senator operation under the new operators, reported attendance for film presentations was dismal, particularly on weekdays and weeknights. Prior to the operator’s shut down of The Senator in April 2012, box office figures were off by over 50% in relation to the worst year of film attendance under the previous owner, as verified by Rentrak, the film industry’s standard reporting data base.

“C. Reinforce the mutually beneficial relationship between the Senator, Belvedere Square, surrounding communities, and the Govanstowne business district by serving as a positive economic generator for the area.”

See notes above under “B”. The first 18 months of first-run film operation by the new operators did nothing to serve as a positive economic generator for the area. This has been confirmed by frustrated area merchants, who were hopeful that The Senator would resume its role, serving as a positive foot traffic generator for the Belvedere Square commercial district.

Rather than formulate a plan that meets the RFP criteria of economic redevelopment synergy with existing businesses in the district, the Cusack plan opts to compete with the existing businesses, converting The Senator into a self-contained wine bar /restaurant dink-a-plex, exhibiting first-run films only, to dwindling audience.

“D. Respect and capitalize on the building’s rich history.”

The Senator’s rich history is primarily being ignored and partially desecrated under the present operators. They’re not maintaining the renowned collection of once colorful sidewalk blocks,

commemorating The Senator's high-profile gala World and Maryland film premieres, and scores of other special events. Current plans call for the slated demolition and removal of numerous irreplaceable commemorative blocks in The Senator's unique walk of fame.

The operators also abandoned numerous annual Senator traditions beloved by the community.

The BDC's operators also refused all input from, and gracious offers for gratis consultation with, the family that built the theatre in 1939, and operated it in a nationally award-winning manner during the theatre's initial 71 years of day to day service to the community. It was also the former owners who placed The Senator on the National Register of Historic Places in 1989 and produced myriad high-profile special events. Rather than consulting the people who know more about the theatre's history than any other living persons, the new operators have ignored and deliberately sought to tarnish that living history.

“E. Complement and maintain the property's unique historic interior and exterior features.”

Under the new operators, The Senator's signature, neon-draped marquee was terribly neglected for over 18 months of controversial, well-documented degradation. Burnt out exterior bulbs were simply not replaced in working fixtures, and unlit neon sections were ignored as well.

Landscaping was shamefully neglected, with weeds sprouting around the entire facility, which was also marred by accumulated graffiti.

In addition, the present operators are in the process of destroying significant original features of the building. The demolition underway was approved by Baltimore City's politically driven CHAP commission, which also approved an earlier plan to convert the historically significant and intact Ladies Room suite into a crepe restaurant. That appalling aspect of the first CHAP-approved plan was resoundingly rejected by preservation experts, as part of the historic tax credit application process with state and federal preservation authorities.

“F. Achieve the highest quality of architectural and interior design. The architect for the project should be identified in the submission and shall have demonstrated design excellence with respect to historic properties.”

The architect for the BDC chosen project is an unknown architectural industry non-entity, with no proven track record of work on any significant historic projects of architectural significance. His pedestrian design is terribly flawed when judged by objective standards of excellence, in comparison to noted Baltimore-born regional theatre architect John J. Zink, the original architect of The Senator, who honed his craft as assistant to the legendary world-renowned theatre architect, Thomas Lamb.

“G. Renovate the Senator to:

- *Ensure the comfort and safety of patrons and employees;*
- *Enhance patrons' experience; and*
- *Incorporate the services, amenities, and support facilities necessary to attract and accommodate a range of events and hundreds of patrons (per event).”*

Among the plan's many notable design flaws are a number of public safety issues, including A) low-ceiling connecting hallways which patrons must navigate for ingress and egress from slated tiny low ceiling auditoriums. In order to exit the building in case of a fire or other emergency, B) compromised fire exits opening directly onto a busy alley on the north side C) a hard 90 degree corner that abuts the public sidewalk of a quiet residential street, and right to the property line of a currently vacant property, providing a convenient hiding place for anyone wanting to ambush pedestrians and patrons leaving the theatre, and D) insufficient fire exits from the upstairs mezzanine and party rooms. These areas have always been open to the public for special events, but they always had only one exit, which does not meet current code. The new operators were aware of this, but did not add a second exit in their plan. They have apparently been told that sprinkling the upstairs will be sufficient, but the one staircase that allows exit is a narrow, curving one, where patrons might panic in the event of an emergency.

Furthermore, despite the additional expense, Tom Kiefaber always had trained security personnel on the premises, because he knew that if there were ever a shooting or stabbing inside the theatre, the public would not return to it for a very long time. We understand that the operators have told employees and community members that they do not plan to hire security.

It is also troubling that The Senator currently has NO guaranteed parking. The parking arrangement with the Staples lot did not run with the land, and that relationship was severed at the time of the public auction, since the agreement was made with Tom Kiefaber's former company, and not with The Senator Theatre itself. The Senator now has no parking for either the planned additions or the existing theatre. It would violate City statutes if the theatre were to reopen with insufficient parking.

"H. Achieve positive impacts for the City including quality jobs; increased tax revenues; community stabilization; opportunities for minority and women owned businesses; and contribution to the City's long term economic growth objectives."

Industry experts note that this plan is not going to increase attendance to the theatre, even once completed. Among other factors, it is threatened by a new 16-screen multiplex scheduled to open nearby. This will not increase tax revenue for the city. As for community stabilization, the Belvedere Square area has been destabilized since the City took over The Senator. The neighborhood is looking more and more blighted, and anecdotal evidence suggests that crime has increased.

Additionally, the behavior of certain City officials toward the former owner, combined with the entitled attitude and lack of customer service and theatre maintenance by the new operators, has resulted in numerous former patrons of the theatre informing us that they will never go back there, even if the theatre reopens. This project has created a lot of ill will among the theatre's loyal patrons. It's true that some were fooled by the libelous characterizations of the former owner that were made to the press by Bill Henry, Andrew Frank, and Kim Clark, however, it's our impression that a substantial number of patrons of the theatre have been turned off by the City's tactics and by the new operators. The theatre could not afford to lose even one patron, and it has lost many as a result.

We think that this portion of The Senator's former audience that has been lost is unlikely to be regained, unless the theatre can get back on the track to a non-profit based plan that Mr. Kiefaber and his former key staff can endorse and promote. Councilman Henry and the BDC may have convinced themselves that Mr. Kiefaber was a problem, and they may have that opinion reinforced by the people with whom they surround themselves, but the reality is that the vast majority of Senator patrons over the years experienced The Senator as a well-run family business with a warm atmosphere and consistently excellent presentation. The few who have a different opinion are in an axe-grinding malcontent minority.

In terms of a for-profit plan for The Senator, Baltimore City would do well to recognize that it already had the best possible option – a privately owned theatre that was run by nationally recognized professionals who were among the best in the business, and who kept the theatre open for 71 years with little public subsidy. The 20+ years The Senator was operated by Tom Kiefaber brought it to the height of its national recognition, at a time when other historic theatres all over the nation were either closing, or heavily subsidized. Now that the City has seen fit to hasten the demise of this business that won so many national accolades, it would do well to take a serious look at non-profit models, rather than assume that less experienced operators, with no credible track record of producing gala special events, can somehow transform The Senator as a for-profit business.

“I. Sell the property for a fee simple fair market price, or lease at market rate.”

This has not been achieved to date. The new operators have been getting a lease rate far below market, and now the BDC proposes to sell the building to the new operators at far below market price.

Given the poor performance of the new operators thus far, in comparison with the City's stated RFP goals, if the theatre is now offered for sale, it should be opened up to a new competitive bidding process, in an effort to find a better plan for ownership/operation of the landmark Senator Theatre.

“J. Create a privately funded project with minimal public sector financial support.”

This project is almost entirely publicly funded. It is costing nearly \$4 Million in mostly public funds, according to the latest analysis provided to the Board of Estimates by the BDC. This includes the itemized total of \$3,491,000, plus \$400,000 in State and Federal Historic tax credits and a previous \$100,000 grant by the BDC that were not included in the itemized total.

When the total project cost is divided into columns showing repayable loans in one column, and grants or gifts to the operators in the other column, as shown below, their actual investment seems to be a total of \$29,000. This amounts to a massive gift of public funds and public property to James Cusack and Kathleen Cusack Lyon.

LOANS TO SENATOR THEATRE, LLC

GRANTS/GIFTS TO SENATOR THEATRE, LLC

STATE LOAN 560,000
 CITY LOAN 600,000
 BANK LOAN 350,000
 MORTGAGE 500,000

CITY FORGIVABLE LOAN 100,000
 COMMUNITY LEGACY GRANTS 425,000
 CITY EQUITY IN SENATOR 950,000
 FACADE GRANT 6,000
 BDC GRANT 100,000
 HISTORIC TAX CREDITS 400,000

TOTAL 2,010,000

TOTAL 1,981,000

TOTAL INVESTMENT BY SENATOR THEATRE, LLC = \$29,000

(IF CITY'S EQUITY IN BUILDING IS ASSUMED TO BE ONLY \$950,000. IN REALITY, IT IS PROBABLY MORE, MAKING THE ACTUAL INVESTMENT BY THE NEW OPERATORS PROBABLY ZERO.)

It should be noted that if an equivalent level of public support had been provided to the previous owner, The Senator would never have been in trouble, and would already be completely renovated and owned by a non-profit entity.

The current project at The Senator appears to be a massive giveaway of public funds and public property to private business people, which to date has shown no discernible benefit to the taxpayers. Therefore, the City MUST postpone any sale of The Senator to these operators, until an objective analysis of the plan can be done by objective outside experts in historic theatre redevelopment and independent theatre operation, and alternative solutions can be considered.

September 25, 2012

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

Dear Comptroller Pratt and Ms. Taylor:

I respectfully and ardently protest the current the BDC proposal that the City transfer ownership of The Senator Theatre from Baltimore City to the current lessees, CHAP Commissioner James Cusack and Kathleen Cusack Lyon. I respectfully request any action today about the proposal be postponed until after a scheduled public meeting is held for the purpose of proposal review and it's prospective modification toward a more fiscally responsible City plan and away from a "sweetheart deal" to lessees in light of significant performance failures since August 25, 2010. Please do not reward lessees for their performance failure by transferring ownership via financial circumstances inordinately skewed to their favor and fiduciarly harmful to the City and citizenry.

Please consider the following detailed facts and grant my request for postponement.

The currently proposed transfer of ownership action is an inappropriate transfer of the citizen-owned landmark theatre with no prior public meeting. After two years of controlling the theatre, the lessees have not met any of the City's written requirements for redevelopment of the renowned historic facility. For the private operators to be rewarded for their poor performance by being given a sweetheart deal on a million dollar historic landmark building, at taxpayer expense, is unconscionable and should not be approved.

At an August 25, 2010 Board of Estimates Meeting, City Law Department Chief Solicitor Larry Jenkins, stated to the BOE, while trying to allay concerns about the lease that was being granted to the Cusacks:

"There are time limits in that the Theater is supposed to be renovated within a period of 18 months. That includes the main Theater itself and the building which is on the northeast corner, which at the moment is vacant. It will become, I think, a Tapas restaurant. There is a two-year requirement as to the construction of any smaller theater, which will be on the back of the building. If those requirements are not met, if the funding is not there, then the City has the right to terminate the lease and we would exercise that right."

This one the record statement by the Law Department at the BOE hearing is clear, unequivocal and binding. In the spirit of openness, transparency and accountability this action should be tabled until a public meeting can be held, at a minimum.

Over two years later,

The construction phase of the renovation has not even been started.

None of the City's stated RFP goals have been met by the lessees.

In the first 18 months of their operation of The Senator, attendance was off by over 50%, compared to the former owner's worst year ever, according to Rentrak, the movie industry's standard reporting service.

Maintenance of the building and its landscaping was totally neglected by the new operators for the first 18 months of their operation.

A new state of the art 16 screen multiplex is scheduled to open just 3 miles away in 2014. This is known by industry professionals as a “category killer” that will destroy any remaining viability of The Senator as a first-run movie theater.

The theatre has lost its parking rights, and now has no parking – not even for the original auditorium. As part of the disturbing ongoing pattern of profiling of the surrounding Belvedere Square Commercial District, Councilman Bill Henry is now trying to force Pastor Heber Brown of Pleasant Hope Baptist Church to leave the district, so that The Senator can take over the church parking. Pleasant Hope has been an extraordinary community amenity since the 1970s.

Now, we hear from BDC acting President Kim Clark that the lessees need to be given the building, because they need it to secure financing.

Meanwhile, the BDC is clearly aware that this deal has deep flaws, and is trying to jettison the stalled theatre project. The project will be left to the private operators with sole responsibility for a bad outcome, but also with private control over the real estate of The Senator Theatre.

This is simply unacceptable. It amounts to a massive giveaway of public funds and public property to a private business headed by a sitting CHAP Commissioner, with no discernible benefit to the public, two years after the project began and has foundered.

The City must postpone any decision on this until an open and transparent thorough review of the proposed plan can be done by objective outside experts in historic theatre redevelopment and independent film exhibition, and a public hearing can be held to discuss the results of that review and hear community concerns.

Sincerely,

Fred P. Cocca

To: Taylor, Harriette
Subject: RE: Board of Estimates 9/26/2012: Protest Regarding Senator Theatre

From: Laura Perkins
Sent: Tuesday, September 25, 2012 9:39 AM
To: Pratt, Joan; Mayor Stephanie Rawlings-Blake; City Council President; Foxx, Al; Nilson, George;
Subject: Board of Estimates 9/26/2012: Protest Regarding Senator Theatre

September 25, 2012

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

Dear Ms. Taylor:

I am writing on behalf of the 2,600 member Friends of The Senator (FOTS) organization, to protest the BDC proposal that the City transfer ownership of The Senator Theatre to the current lessees, CHAP Commissioner James Cusack and Kathleen Cusack Lyon. This is inappropriate, because after two years of controlling the theatre, the lessees have not met any of the City's requirements for redevelopment of the theatre. For them to be rewarded for their poor performance by being given a sweetheart deal on a million dollar historic landmark building, at taxpayer expense, is unconscionable.

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Over two years later,

- • The construction phase of the renovation has not even been started.
- • None of the City's stated RFP goals have been met by the lessees. (See attached analysis.)
- • In the first 18 months of their operation of The Senator, attendance was off by over 50%, compared to the former owner's worst

year ever, according to Rentrak, the movie industry's standard reporting service.

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Meanwhile, the BDC clearly has gotten the message that this deal has fatal flaws, and is trying to quickly jettison the theatre, before they are blamed. The Cusacks will then be left on their own, with sole responsibility for a bad outcome, but also with private control over the real estate of The Senator Theatre. This is simply unacceptable. It amounts to a massive giveaway of public funds and public property to a private business headed by a sitting CHAP Commissioner, with no discernible benefit to the public, two years after the project began.

The City must postpone any decision on this until an open and transparent thorough review of the proposed plan can be done by objective outside experts in historic theatre redevelopment and independent film exhibition, and a public hearing can be held to discuss the results of that review and hear community concerns.

Sincerely,

Laura Perkins
Managing Director
Friends of The Senator

To: Taylor, Harriette
Subject: RE: transfer of the senator theatre

From: George Callinan [georgecallinan@gmail.com]
Sent: Tuesday, September 25, 2012 7:21 AM
To: Pratt, Joan
Subject: transfer of the senator theatre

I view any transfer of the Senator Theatre to private hands an insult to the citizens of Baltimore!

thank you

George Callinan LL.M.A.

September 25, 2012

11:40AM

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

Dear Comptroller Pratt and Ms. Taylor:

I respectfully and ardently protest the current the BDC proposal that the City transfer ownership of The Senator Theatre from Baltimore City to the current lessees, CHAP Commissioner James Cusack and Kathleen Cusack Lyon. I respectfully request any action today about the proposal be postponed until after a scheduled public meeting is held for the purpose of proposal review and it's prospective modification toward a more fiscally responsible City plan and away from a "sweetheart deal" to lessees in light of significant performance failures since August 25, 2010. Please do not reward lessees for their performance failure by transferring ownership via financial circumstances inordinately skewed to their favor and fiducially harmful to the City and citizenry.

Please consider the following detailed facts and grant my request for postponement.

The currently proposed transfer of ownership action is an inappropriate transfer of the citizen-owned landmark theatre with no prior public meeting. After two years of controlling the theatre, the lessees have not met any of the City's written requirements for redevelopment of the renowned historic facility. For the private operators to be rewarded for their poor performance by being given a sweetheart deal on a million dollar historic landmark building, at taxpayer expense, is unconscionable and should not be approved.

At an August 25, 2010 Board of Estimates Meeting, City Law Department Chief Solicitor Larry Jenkins, stated to the BOE, while trying to allay concerns about the lease that was being granted to the Cusacks:

"There are time limits in that the Theater is supposed to be renovated within a period of 18 months. That includes the main Theater itself and the building which is on the northeast corner, which at the moment is vacant. It will become, I think, a Tapas restaurant. There is a two-year requirement as to the construction of any smaller theater, which will be on the back of the building. If those requirements are not met, if the funding is not there, then the City has the right to terminate the lease and we would exercise that right."

This one the record statement by the Law Department at the BOE hearing is clear, unequivocal and binding. In the spirit of openness, transparency and accountability this action should be tabled until a public meeting can be held, at a minimum.

Over two years later,

The construction phase of the renovation has not even been started.

None of the City's stated RFP goals have been met by the lessees.

In the first 18 months of their operation of The Senator, attendance was off by over 50%, compared to the former owner's worst year ever, according to Rentrak, the movie industry's standard reporting service.

Maintenance of the building and its landscaping was totally neglected by the new operators for the first 18 months of their

operation.

A new state of the art 16 screen multiplex is scheduled to open just 3 miles away in 2014. This is known by industry professionals as a “category killer” that will destroy any remaining viability of The Senator as a first-run movie theater.

The theatre has lost its parking rights, and now has no parking – not even for the original auditorium. As part of the disturbing ongoing pattern of profiling of the surrounding Belvedere Square Commercial District, Councilman Bill Henry is now trying to force Pastor Heber Brown of Pleasant Hope Baptist Church to leave the district, so that The Senator can take over the church parking. Pleasant Hope has been an extraordinary community amenity since the 1970s.

Now, we hear from BDC acting President Kim Clark that the lessees need to be given the building, because they need it to secure financing.

Meanwhile, the BDC is clearly aware that this deal has deep flaws, and is trying to jettison the stalled theatre project. The project will be left to the private operators with sole responsibility for a bad outcome, but also with private control over the real estate of The Senator Theatre.

This is simply unacceptable. It amounts to a massive giveaway of public funds and public property to a private business headed by a sitting CHAP Commissioner, with no discernible benefit to the public, two years after the project began and has foundered.

The City must postpone any decision on this until an open and transparent thorough review of the proposed plan can be done by objective outside experts in historic theatre redevelopment and independent film exhibition, and a public hearing can be held to discuss the results of that review and hear community concerns.

Sincerely,

Fred P. Cocca

Maryland resident 1987 to date

From: Eric T Gadsby [etgadsby@plutonianshore.com]

Sent: Tuesday, September 25, 2012 9:06 AM

To: Mayor Stephanie Rawlings-Blake; Pratt, Joan; City Council President; Foxx, Al; Nilson, George

Subject: Regarding Today's THE BOARD OF ESTIMATES (BOE) PUBLIC HEARING AGENDA FOR WEDNESDAY 09/26/2012 RE: THE LANDMARK SENATOR THEATRE

Dear Friends,

As a former citizen of Baltimore City and current Baltimore County resident I emplor you to not sell the Historic Senator Theatre to Senator Theatre, LLC (James Cusack and Kathleen Cusack Lyon). In the past months Senator Theatre, LLC has proven time and time again they have no experience preserving a historic building and lack a solid business plan to keep the landmark property in operation. I encourage you to open a new RFP process and discontinue your relationship with Senator Theatre, LLC. Senator Theatre, LLC has already severely damaged this unique historic property an can not be trusted with it's care. This city needs to preserve it's heritage and culture not let these assets not be lost. The Historic Senator Theatre is on the verge of becoming such a loss, please reverse this process. Thank you for your time.

Sincerely,

Eric T. Gadsby

410-979-9381

etgadsby@plutonianshore.com

To: Taylor, Harriette
Subject: RE: Board of Estimates 9/26/2012: Protest Regarding Senator Theatre

From: Tom Kiefaber [tom@senator.com]
Sent: Tuesday, September 25, 2012 10:41 AM
To: Pratt, Joan
Cc: Mayor Stephanie Rawlings-Blake; City Council President; Foxx, Al
Subject: Fwd: Board of Estimates 9/26/2012: Protest Regarding Senator Theatre

Subject: Board of Estimates 9/26/2012: Protest Regarding Senator Theatre

September 25, 2012

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

Dear Comptroller Pratt and Ms. Taylor:

I am writing on behalf of myself as a private citizen and as a founding member of the 2,600 member Friends of The Senator (FOTS) organization, to protest the BDC proposal that the City transfer ownership of The Senator Theatre to the current lessees, CHAP Commissioner James Cusack and Kathleen Cusack Lyon.

Please note that I respectfully request an opportunity to testify before the Board of Estimates at the 9.26 hearing.

This proposed action is an inappropriate transfer of the citizen-owned landmark theatre without any prior public meeting at all. After two years of controlling the theatre, the lessees have not met any of the City's written requirements for redevelopment of the renowned historic facility. For the private operators to be rewarded for their poor performance by being given a sweetheart deal on a million dollar historic landmark building, at taxpayer expense, is unconscionable and should not be approved.

At an August 25, 2010 Board of Estimates Meeting which I attended and expressed concerns of the deal at that time, City Law Department Chief Solicitor Larry Jenkins, stated to the BOE on the record the following while trying to allay concerns about the lease that was being granted to the Cusacks:

"There are time limits in that the Theater is supposed to be renovated within a period of 18 months. That includes the main Theater itself and the building which is on the northeast corner, which at the moment is vacant. It will become, I think, a Tapas restaurant. There is a two-year requirement as to the construction of any smaller theater, which will be on the back of the building. If those requirements are not met, if the funding is not there, then the City has the right to terminate the lease and we would exercise that right."

This one the record statement by the Law Department at the BOE hearing is clear, unequivocal and binding. In the spirit of openness, transparency and accountability this action should be tabled until a public meeting can be held, at a minimum.

Over two years later,

- • The construction phase of the renovation has not even been started.
- • None of the City's stated RFP goals have been met by the lessees. (See attached analysis.)
- • In the first 18 months of their operation of The Senator, attendance was off by over 50%, compared to the former owner's worst year ever, according to Rentrak, the movie industry's standard reporting service.
- • Maintenance of the building and its landscaping was totally neglected by the new operators for the first 18 months of their operation.
- • A new state of the art 16 screen multiplex is scheduled to open just 3 miles away in 2014. This is known by industry professionals as a "category killer" that will destroy any remaining viability of The Senator as a first-run movie theater.
- • The theatre has lost its parking rights, and now has no parking - not even for the original auditorium. As part of the disturbing ongoing pattern of profiling of the surrounding Belvedere Square Commercial District, Councilman Bill Henry is now trying to force Pastor Heber Brown of Pleasant Hope Baptist Church to leave the district, so that The
 - Senator can take over the church parking. Pleasant Hope has been an extraordinary community amenity since the 1970s.
 - • Now, we hear from BDC acting President Kim Clark that the lessees need to be given the building, because they need it to secure financing.
 - [Pleasant Hope Pastor Claims Councilman Pushing Church Outnorthbaltimore.patch.com](#) Rev. Heber Brown III says [business interests and Councilman Bill Henry are trying to push the church from its current location.](#)

Meanwhile, the BDC is clearly aware that this deal has deep flaws, including no parking rights at all at this time and is trying to jettison the stalled theatre project in this egregious manner. The project will be left to the private operators with sole responsibility for a bad outcome, but also with private control over the real estate of The Senator Theatre.

This is simply unacceptable. It amounts to a massive giveaway of public funds and public property to a private business headed by a sitting CHAP Commissioner, with no discernible benefit to the public, two years after the project began and has foundered.

The City must postpone any decision on this until an open and transparent thorough review of the proposed plan can be done by objective outside experts in historic theatre redevelopment and independent film exhibition, and a public hearing can be held to discuss the results of that review and hear community concerns.

Sincerely,

Thomas Kiefaber

Private citizen / member of the Friends of The Senator

tom@senator.com

- Outnorthbaltimore.patch.com Rev. Heber Brown III says [business interests and Councilman Bill Henry are trying to push the church from its current location.](#)

MINUTES

Baltimore Development - Relocation Payment
Corporation (BDC)

ACTION REQUESTED OF B/E:

The Board is requested to approve the relocation payment to Ms. Olivia Sykes, the former resident at 406 Park Avenue.

AMOUNT OF MONEY AND SOURCE:

\$40,784.00 - 9910-905826-9603

BACKGROUND/EXPLANATION:

In accordance with the Market Center Urban Renewal Plan, a May 6, 2009 Notice of Relocation Eligibility Assistance was sent to Mr. and Mrs. Sykes, following the 2008 City of Baltimore acquisition of 406 Park Avenue Property in which the Sykes family resides.

The City acquired 406 Park Avenue as part of the Market Center Urban Renewal.

Through the best efforts of the BDC, relocation consultant Diversified Property Services, and Mrs. Sykes, a suitable replacement residence was found in the Midway/Coldstream neighborhood.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(FILE NO. 57263)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the relocation payment to Ms. Olivia Sykes, the former resident at 406 Park Avenue.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Personnel matters

listed on the following pages:

3885 - 3903

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

The President Comptroller **ABSTAINED** on Item Nos. 38 - 41.

The Comptroller **ABSTAINED** on Item Nos. 38 - 41.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Planning</u>		
1. KRISTEN BAJA	\$30.00 (plus travel expenses in the amount of \$325.00)	\$55,000.00

Account: 1001-000000-1875-187400-601009

Ms. Baja will work as a Hazards Mitigation Planner. She will be responsible for serving as the lead author and manage the production of the Baltimore All Hazards Mitigation and Climate Adaptation Plan. She will coordinate input from citizens, technical experts and public agencies to identify risks and establish clear goals and strategies to address such risks. Ms. Baja will develop educational materials to encourage citizens with the adoption of best practices and change their behaviors to limit loss and assure safety, as well as ensure the City's climate activities complement other initiatives by state, international or regional climate activities. In addition she will manage data related to hazards and climate change to produce maps and tables that clearly show impacts and risks. The period of the agreement is October 1, 2012 through September 30, 2013.

2. a. Create the following new classification:

Job Code:33187
 GIS Analyst
 Grade:114 (\$48,600.00 - \$59,100.00)

MINUTES**PERSONNEL**Hourly RateAmountDepartment of Planning - cont'db. Reclassify the following vacant position:

Job Number: 1871-15093

From: Job Code: 74136
 City Planner I
 Grade: 111 (\$41,700.00 - \$52,200.00)

To: Job Code: 33187
 GIS Analyst
 Grade: 114 (\$48,600.00 - \$59,100.00)

Cost: \$6,085.00 - 1001-000000-1873-187400-601001)

State's Attorney's Office

3. **REGINALD LUCKETT** \$22.17 **\$43,415.00**

Account: 1001-000000-1150-120900-601009

Mr. Lockett will continue to work as a Paralegal. He will be responsible for assisting prosecuting attorneys in case preparation by reviewing, assessing and summarizing defendants' charges and prior criminal histories. In addition he will conduct legal research. The period of the agreement is for September 29, 2012 through September 28, 2013.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>State's Attorney's Office</u>		
4. BRIAN WANDA	\$50.00	\$42,000.00

Account: 1001-000000-1150-120900-601009

Mr. Wanda will continue to work as a Database Administrator. He will be responsible for creating, modifying and analyzing custom database views and Crystal reports. He will also perform Judicial Dialog administration including user group security, charge language and drop down list maintenance as well as data cleanup, creation of exception reports and analysis queries to find errors and duplications, and the creation of scripts to correct issues. Mr. Wanda will also perform database administration to include maintaining databases, index tuning, checking scheduled jobs and working on the server. The period of the agreement is September 28, 2012 through September 27, 2013.

Health Department

5. THEODORA BUTLER	\$ 9.45	\$9,337.00
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Account: 4000-433512-3024-268400-601009

Ms. Butler will continue to work as a Receptionist. This salary shows a 2% increase in the hourly rate from the previous contract period. She will be responsible for answering telephones, directing calls to appropriate staff, providing information and assistance to clients on the phone and in person as well as maintaining records of trips and events by phone, in person or mail. The period of the agreement is for one-year beginning upon Board approval or October 1, 2012 through September 30, 2013, whichever comes later.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u> - cont'd		
6. PAULETTE WILLIS	\$ 8.16	\$ 8,062.08
Account: 4000-432913-3024-268400-601009		
<p>Ms. Willis will continue to work as a Food Service Manager. She will ensure receipt and storage of food products, that meals are served, and that the service area and equipment are kept clean and sanitary. In addition, Ms. Willis will prepare and maintain paperwork, the meal count, collect funds and order supplies. The period of the agreement is October 1, 2012 through September 30, 2013, whichever comes later.</p>		
7. ELIZABETH MICKLO	\$ 8.16	\$ 8,062.08
Account: 4000-432913-3024-268400-601009		
8. KATHLEEN CAMPBELL	\$ 8.42	\$12,259.52
Account: 4000-433513-3024-268400-601009		

These individuals will work as Care Aides at the Hatton Senior Center. Their duties will include, but are not limited to reviewing mail, screening telephone calls and visitors, providing information, and working with the Program Manager on specific matters. The period of the agreement is October 1, 2012 through September 30, 2013, whichever comes later.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department - cont'd</u>		
9. SHIRLEY LOWERY	\$7.40	\$7,311.20

Account: 4000-432913-3024-268400-601009

Ms. Lowery will continue to work as a Kitchen Aide for the Waxter Senior Center. She will be responsible for setting up and breaking down the kitchen and dining room area for breakfast and lunch, serving food, and assisting seniors that cannot seat or serve themselves. In addition, Ms. Lowery will assist with storing the food products properly and cleaning the kitchen after breakfast and lunch are served. The period of the agreement is October 1, 2012 through September 30, 2013, whichever comes later.

10. SARA KUPOLUYI	\$15.00	\$5,400.00
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Account: 5000-520113-3030-702900-601009

Ms. Kupoluyi will serve as Youth Development Aide/Tutor. She will provide homework assistance, tutorial and college preparation assistance, and provide individual instruction to participants with specific deficits. She will also help with instruction of a variety of classes, leisure games and educational activities, and participate in workshops, etc. The period of the agreement is October 8, 2012 through June 30, 2013.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department - cont'd</u>		
11. LUCRETIA SHANNON	\$14.00	\$23,296.00

Account: 4000-433412-3023-273300-601009

Ms. Shannon will continue to work as a Benefits Counselor. Her duties will include, but are not limited to scheduling and conducting community outreach programs for various programs such as Benefits Checkup and the Senior Health Insurance Program. She will prepare Benefits Checkup reports for seniors and provide individualized counseling for seniors and their families regarding the Benefits Checkup report. The period of the agreement is October 1, 2012 through September 30, 2013.

12. Reclassify the following one position:

Job Number: 3001-46288

From: Job Code: 33501
Purchasing Assistant
Grade: 081 (\$30,223.00 - \$35,806.00)

To: Job Code: 53275
Health Facilities Coordinator
Grade: 113 (\$46,700.00 - \$65,500.00)

(Cost: \$9,800.00 - 1001-000000-3001-262300-601001)

13. Reclassify the following three vacant positions:

a. Job Number: 16092

From: Job Code: 81111
Social Worker Associate II
Grade: 089 (\$40,540.00 - \$49,222.00)

MINUTES**PERSONNEL**Health Department - cont'd

To: Job Code: 81171
 Social Services Coordinator
 Grade: 084 (\$33,510.00 - \$39,994.00)

b. Job Number: 47470

From: Job Code: 81172
 Senior Social Services Coordinator
 Grade: 086 (\$35,947.00 - \$43,361.00)

To: Job Code: 81171
 Social Services Coordinator
 Grade: 084 (\$33,510.00 - \$39,994.00)

c. Job Number: 16060

From: Job Code: 81113
 Social Worker II
 Grade: 092 (\$45,992.00 - \$56,004.00)

To: Job Code: 81171
 Social Services Coordinator
 Grade: 084 (\$33,510.00 - \$39,994.00)

(Cost: \$27,378.00 - 5000-532813-3044-273300-601001)

14. Create the following position:

Job Code: 81113
 Social Worker II
 Grade: 092 (\$45,992.00 - \$56,004.00)

Cost: \$66,157.00 - 4000-497210-3160-308600-601001

MINUTES**PERSONNEL**Police Department

The period of the agreements listed below is September 28, 2012 through September 27, 2013, unless otherwise indicated:

	<u>Hourly Rate</u>	<u>Amount</u>
15. DARLENE A. TYSON-HILL	\$14.42	\$ 30,000.00

Account: 1001-000000-2042-198100-601009

Ms. Tyson-Hill will continue to work as a Contract Services Specialist I - Intelligence Section - CitiWatch. She will work as a liaison for the Department and the State's Attorney's Office. She will be responsible for CD's burned to evidence and ensure that videos for evidence are processed and/or handled accordingly. She will track shooting of murder cases captured by Closed Circuit Television Video, update database of videos requested by subpoena for release and work with districts to ensure that proper paperwork is filed by Officers.

16. BARBARA A. DIAS	\$14.42	\$ 30,000.00
17. SYLVIA M. FORRESTER	\$14.42	\$ 30,000.00
18. JOSEPH I. McMAHON, JR.	\$14.42	\$ 30,000.00
19. THERESA A. ANDERSON	\$14.42	\$ 30,000.00

Account: 1001-000000-2042-198100-601009

The above-listed retirees will work as Contract Services Specialist I's - Evidence Control Unit. They will be responsible for receiving property/evidence submissions from police officers and lab personnel; ensuring accuracy/completeness of paperwork; entering into a tracking system; releasing property for further examination/evidence for court; and updating the tracking system for chain of custody and documenting location.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department</u> - cont'd		
20. SHARON F. ALSTON	\$14.42	\$ 30,000.00
Account: 1001-000000-2042-198100-601009		
<p>Ms. Alston, retiree, will continue to work as a Contract Services Specialist I - Application Investigation Section. She will be responsible for investigating applicants for hire as Police Officers, Cadets, and civilians. She will conduct local, state, and national records and warrant checks. She will investigate applicant references, conduct neighborhood canvases, interview applicants and complete summary reports.</p>		
21. DOROTHIA PARKER-JOHNSON	\$14.42	\$ 30,000.00
Account: 1001-000000-2042-198100-601009		
<p>Ms. Parker-Johnson will continue to work as a Contract Specialist I - Court Liaison Unit. She will be responsible for contacting a list of officers for court needed by the Assistant State's Attorney. She will check lists of defendants who may have open warrants and make arrests. She will also locate Drug Analysis reports needed by the Assistant State's Attorney.</p>		
22. BENNIE IRA CRUMP, JR.	\$14.42	\$ 30,000.00
23. CHARLES E. MITCHELL, SR.	\$14.42	\$ 30,000.00
24. BENNIE L. BLAIR	\$14.42	\$ 30,000.00
Account: 4000-472213-2021-212600-601009		

The above-listed retirees will work as Domestic Violence Victim/Witness Liaisons. They will be responsible for providing a coordinated and structured response to reduce occurrence of domestic violence in Baltimore City. The agreement is for the period October 1, 2012 through September 30, 2013.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department</u> - cont'd		
25. ANTHONY P. ARMETTA	\$14.42	\$ 30,000.00

Account: 1001-000000-2042-198100-601009

Mr. Armetta, retiree, will work as a Gun Offender Registry Administrator. - Gun Offender Registration Unit. He will be responsible for registering convicted gun offenders into the Department's database, and updating information in the gun offender database using the Criminal Justice Information System and other information systems. He will also provide information to the Gun Trace Task Force for enforcement and follow-up. The period of the agreement is effective upon Board approval for one year.

26. JACQUELINE M. BARBOUR	\$75.00	\$ 15,000.00
27. JAIMIE A. SMITH	\$75.00	\$ 15,000.00

Account: 4000-435110-2020-669800-601009

The above-listed individuals will work as Firearms Examiners. They will be responsible for the examination of bullets, bullet fragments, cartridges, and firearms used in crimes and will testify in court. The period of the agreement is November 1, 2012 through April 30, 2013.

28. LINDA WRIGHT FAIR	\$25.00	\$26,000.00
Account: 4000-409111-2252-690500-601009		\$ 10,326.00
5000-599113-2252-690700-601009		\$ 15,674.00

Ms. Fair will work as a Juvenile Diversion Assessor. She will be responsible for reviewing charging documents to confirm youth eligibility for the program; inputting clients data into database; providing referral information to the family and juvenile; maintaining and updating referral resources database and composing monthly reports on clients. The period of the agreement is October 1, 2012 through June 30, 2013.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Human Resources</u>		
29. THOMAS PETER BERNIER	\$200.00 1 st session \$170.00 each succeeding session \$325.00/written report	\$ 7,000.00

Account: 1001-000000-1603-172500-603026

Mr. Bernier will work as a Hearing Officer and Chief Hearing Officer. The Baltimore Charter permits an investigation for employees discharged, reduced or suspended for more than 30 days after completion of the probationary period. Ms. Bernier will preside over these investigations and submit recommendations to the Civil Service Commissioners for approval. In addition, he will review each written report submitted and handle administrative situations as they arise. The period of the agreement is effective upon Board approval for one year.

30. Reclassify one position:

From: 33213 - Office Assistant III
Grade 078 (\$27,958.00 - \$32,241.00)
Job No. 1602-48921

To: 33233 - Secretary III
Grade 084 (\$33,510.00 - \$39,994.00)

Cost: \$3,088.00 - 1001-000000-1602-172500-601001

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>		
31. JESSICA GRUBER	\$18.00	\$18,000.00

Account: 1001-000000-4781-363900-601009

Ms. Gruber will continue to work as an Administrative Assistant. Her duties will include, but will not be limited to creating service requests for all Departmental facilities and forwarding and handling emergency requests to include security and safety issues. Ms. Gruber will monitor and follow-up on the progress of service requests, monitor and account for funds used, coordinate with contractors and supervisors, and track and monitor trends in work performance. She will also work with the CitiStat Analyst on recording and correcting administrative and work performance-related issues. The period of the agreement is September 28, 2012 through March 27, 2013.

32. CYNTHIA MUHAMMAD	\$16.60	\$ 5,180.00
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Account: 2096-796623-7960-862300-601009

Ms. Muhammad, retiree, will continue to work as a Senior Group Leader for the Golden Age Club in the Senior Citizen's Division. She will be responsible for planning and arranging special programs, speakers, trips, and events, as requested by the club membership. Ms. Muhammad will also attend all club business meetings, provide assistance and support to club officers, provide guidance and structure where needed, and report timely and accurate delivery of monthly attendance sheets, volunteer hours and all ticket monies for special events. The period of the agreement is effective upon Board approval for six-months.

MINUTES**PERSONNEL**Department of Recreation and Parks33. Reclassify the following position:Job No.: 4781-24505From: 53111 - Building Repairer
Grade: 429TO: 52212 - Electrical Mechanic II
Grade: 432

Costs: \$4,576.00 - 1001-000000-4781-363900-601001

Department of Public Works34. **CYNTHIA STEVENSON** \$26.99 **\$32,388.00**

Account: 1001-000000-1901-190300-601009

Ms. Stevenson, retiree, will continue to work as a Secretary. She will be responsible for taking dictation, shorthand, and transcription. The period of the agreement is effective upon Board approval for one-year.

Department of Housing and Community Development (DHCD)35. Create two positions:

Job Code: 33213 - Office Assistant III
 Grade 078 (\$27,958.00 - \$32,241.00)
 Job No.: To be assigned by BBMR
 (1 Position)

MINUTES**PERSONNEL**

DHCD - cont'd

Job Code: 42261 - Construction Building Inspector I
Grade 085 (\$34,562.00 - \$41,645.00)
Job No.: To be assigned by BBMR
(1 Position)

Costs: \$ 46,521.99 - 4000-468513-5825-608403-601001
54,762.46 - 4000-468513-5825-608400-601001
\$101,284.45

36. Create two positions:

Job Code: 33711 - Real Estate Agent I
Grade 089 (\$40,540.00 - \$49,222.00)
Job No.: To be assigned by BBMR
(1 Position)

Job Code: 81171 - Social Services Coordinator
Grade 084 (\$33,510.00 - \$39,994.00)
Job No.: To be assigned by BBMR
(1 Position)

Costs: \$115,671.59 - 4000-468513-5825-608400-601001

37. Create one position:

Job Code: 33212 - Office Assistant II
Grade 075 (\$26,316.00 - \$29,913.00)
Job No.: To be assigned by BBMR

Costs: \$44,475.74 - 5000-579212-5971-439503-601001

MINUTES

PERSONNEL

	<u>Amount</u>
<u>Employees' Retirement System (ERS)</u>	
38. EDWARD G. DANIELS	\$15,000.00 (not-to-exceed)
39. DEVEREAUX E. STERRETTE	\$15,000.00 (not to exceed)
40. DORENE ROTHMANN	\$15,000.00 (not to exceed)
41. DEBRA A. THOMAS	\$15,000.00 (not to exceed)

Account: 1001-000000-1220-147500-601009

The above-listed individuals will each continue to work as Hearing Examiners for the ERS, the Fire & Police Employees' Retirement System (F&P), or the Elected Officials' Retirement System (EOS). Each of the Hearing Examiners will be responsible for adjudicating Retirement System disability and death benefit cases. The period of the agreement is effective upon Board approval for one year.

Each of the Hearing Examiners will be paid at the rate as follows:

- \$75.00 per hour for time spent in meetings with other Hearing Examiners and associated administrative duties,
- a \$350.00 flat rate for all the ERS, the F&P, or the EOS disability and death claims for which a written decision is rendered by the Hearing Examiner,

MINUTES**PERSONNEL**ERS - cont'd

- if a hearing is held to adjudicate the claim, a \$150.00 flat rate for all ERS, F&P, or EOS disability and death claims for which a written decision is rendered by the Hearing Officer, and
- if no hearing is held to adjudicate the claim, a \$50.00 flat rate for the execution of (i) forms approving the ERS, the F&P, or the EOS disability and death claims application withdrawals, and (ii) forms ordering the continuance or discontinuance of reexamination of ERS, F&P, or the EOS disability retirees.

Mayor's Office of Human Services42. Create two positions:

Job Code: 84323
Class: Human Services Worker II
Grade: 558 (\$41,736.00 - \$48,477.00)

Cost: \$137,718.00 - 5000-586212-1191-594600-601001

43. a. Create the following Non-Civil Service Classification:

Job Code: 10247
Class: Program Analyst
Grade: 113 (\$46,700.00 - \$56,500.00)

MINUTES**PERSONNEL**Mayor's Office of Human Services - cont'db. Create one position:

Job Code: 10247
Class: Program Analyst
Grade: 113 (\$46,700.00 - \$56,500.00)
Job No.: To be assigned by BBMR

Cost: \$82,674.00 - 6000-685212-3573-267800-601001

Department of Transportation44. a. Create one position:

Job Code: 33679
Class: Personnel Administrator
Grade: 117 (\$56,000.00 - \$68,500.00)
Job number: To be assigned by BBMR

b. Abolish one vacant position:

Job No: 2301-35885
Job Code: 34142
Class: Accountant II
Grade: 110 (\$40,000.00 - \$48,900.00)

Cost: \$20,800.00 - 1001-000000-2301-248800-601001

MINUTES**PERSONNEL**Department of Transportation - cont'd45. Create two positions:1 Position:

Job No.: 31102
Class: Administrative Officer II
Grade: 115 (\$51,000.00 - \$62,200.00)
Job No.: To be assigned by BBMR

1 Position:

Job No.: 33566
Class: Stores Supervisor II
Grade: 110 (\$40,000.00 - \$48,900.00)
Job No.: To be assigned by BBMR

Cost: \$118,300.00 - 1001-000000-2301-248900-601001

46. Create two positions:1 Position:

Job No.: 33152
Class: Systems Analyst II
Grade: 117 (\$56,000.00 - \$68,500.00)
Job number: To be assigned by BBMR

1 Position:

Job No.: 33128
Class: PC Support Technician II
Grade: 087 (\$37,407.00 - \$45,218.00)
Job number: To be assigned by BBMR

Cost: \$121,429.10 - 1001-000000-2301-248900-601001

MINUTES**PERSONNEL**

47. Reclassify the following vacant position:

Job No.: 5011-35803

From: Job No.: 33258
Class: Word Processing Operator III
Grade: 078 (\$27,958.00 - \$32,241.00)

To: Job No.: 33113
Class: Data Entry Operator III
Grade: 081 (\$30,223.00 - \$35,806.00)

Cost: \$2,944.50 - 1001-000000-5011-383000-601001

MINUTES

Fire and Police Employees' - Subscription for
Retirement System (F&P) Additional Interests

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a subscription for additional interests with Greenspring Global Partners V-B, L.P. - Greenspring General Partners, V, L.P.

AMOUNT OF MONEY AND SOURCE:

\$10,000,000.00

All funds and expenses will be expended from the Fire and Police Employees' Retirement System.

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

On December 21, 2011 the Board approved a \$15,000,000.00 investment by the Fire and Police Employees' Retirement System in Greenspring General Partners V, L.P., a risk parity portfolio investment manager selected by the Fire and Police Employees' Retirement System Board of Trustees after conducting a search. That search and selection process was conducted with the assistance and advice of the Fire and Police Employees' Retirement System investment advisor, Summit Strategies Group, who is now recommending the Fire and Police Employees' Retirement System invest an additional \$10,000,000.00. After the additional investment of \$10,000,000.00 by the F&P, Greenspring General Partners V, L.P. will be managing approximately \$25,000,000.00 of Fire and Police Employees' Retirement System funds in Greenspring General Partners V, L.P., a venture capital fund-of-funds.

MWBOO GRANTED A WAIVER.

MINUTES

F&P - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the subscription for additional interests with Greenspring Global Partners V-B, L.P. - Greenspring General Partners, V, L.P. The Comptroller **ABSTAINED**.

MINUTESEmployees' Retirement System - Agreement for Consulting Services**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement for consulting services with Bellart Graphics Communication (Bellart). The period of the agreement is effective upon Board approval for one year with three 1-year renewal options.

AMOUNT OF MONEY AND SOURCE:

\$37,000.00 - 6000-604013-1520-169800-603026
not to exceed

All funds and expenses will be expended from the Employees' Retirement System (ERS) and Elected Officials' Retirement Systems (EOS) assets.

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

This agreement is for consulting services in connection with graphic design and communication activities of ERS and EOS. Bellart is a sole proprietorship owned and operated by Bella Owens, formerly employed by ERS as Communications Manager. Ms. Owens possesses indispensable expertise and experience in providing creative direction and interpretation of ERS and EOS graphics design and communication needs, including developing and refining projects from concept through the entire design process. Consulting services will include designing and publishing the periodic ERS and EOS membership newsletters, providing graphic design services for the ERS and EOS handbooks, updating and populating their websites, facilitating and conducting membership training seminars and other projects.

MINUTES

ERS - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement for consulting services with Bellart Graphics Communication. The President **ABSTAINED**. The Comptroller **ABSTAINED**.

MINUTESHealth Department - Agreements

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

1. **BALTIMORE HEALTHY START, INC.** **\$ 80,000.00**

Account: 4000-422812-3080-294286-603051

The organization will provide a Nurse Practitioner to conduct home and center-based reproductive health services. The intended goal of the services is reducing unintended pregnancies and lengthening inter-pregnancy intervals. The activities of the Nurse Practitioner complement existing outreach/case management and care coordination of services. The period of the agreement is July 1, 2012 through June 30, 2013.

This agreement is late because the Department recently received approval of funding.

MBWOO GRANTED A WAIVER.

2. **KILDIA CEPEDA** \$39.00/hour **\$ 8,658.00**

Account: 4000-436113-3255-316200-603018

Ms. Cepeda, a consultant and Training Instructor will work with the National Family Caregivers Program. She will provide support training and education classes for family caregivers, volunteers and grandparents of Hispanic ethnicity and maintain personal and confidential files. She will also be responsible for reporting all problems or potential problems to the Program Manager. The agreement is for the period October 1, 2012 through September 30, 2013.

MINUTES

Health Department - cont'd3. **GOODWILL INDUSTRIES OF THE CHESAPEAKE, INC.** **\$ 0.00**

The organization will serve as a host agency for the Senior Community Service Employment Program (SCSEP). The SCSEP provides part-time work experience and training opportunities for low-income residents of Baltimore City, aged 55 years and older with no upper age limit. Program participants are placed in social, health, welfare, educational, legal, and other similar services.

The SCSEP Program seeks new host agencies throughout the fiscal year to facilitate placement of its participants in non-profit/governmental agencies to provide services which would otherwise not be met due to lack of funds. The agreement is for the period July 1, 2012 through June 30, 2013.

The agreement is late because it was recently returned to the Department from the provider.

4. **INDEPENDENT LIVING FOUNDATION, INC.** **\$211,572.00**

Account: 4000-424513-3023-599611-603051

The organization will provide dental services to include preventive dental care, periodontal gum care, restorative dental care, endodontic therapies (root canals), surgical procedures and prosthetics care. The organization will also provide health education and periodic sessions with continuing oral health to reduce personal barriers such as fear and indifference to receiving dental care. The agreement is for the period July 1, 2012 through June 30, 2013.

MBWOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

5. JOHN HOPKINS UNIVERSITY (JHU) \$ 24,695.00

Account: 4000-424513-3023-599622-603051

The JHU will provide dental examinations; maintenance cleaning; dental x-rays; written treatment plan to maintain oral health and function; individualized oral hygiene instruction; non-surgical periodontal services; endodontic not requiring general anesthesia and within general dental practice; basic restorative dentistry, and collaboration with intensive pediatric care interdisciplinary team. The agreement is for the period July 1, 2012 through June 30, 2013.

The agreements (item nos. 4 and 5) are being presented at this time because the Infectious Disease and Environmental Health Administration programmatically manages Ryan White Part B services. The providers are asked to submit a budget, budget narrative, and scope of services. The Health Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are often revised because of inadequate information from the providers. This review process is required to confirm with the grant requirements.

6. JOHN HOPKINS UNIVERSITY (JHU) \$ 78,164.00

Account: 4000-422512-3030-271515-603051

The JHU will provide a laboratory technician to process, label and inspect all gonorrhea/chlamydia specimen samples and prepare and perform gonorrhea/chlamydia tests at the Baltimore City Health Department Disease Control Laboratory. The agreement is for the period January 1, 2012 through December 31, 2012.

MINUTES

Health Department - cont'd

The agreement is late because the request for services was received late in the grant year and it was recently returned to the Department from the provider.

MBWOO GRANTED A WAIVER.

7. **JOHN HOPKINS UNIVERSITY (JHU)** **\$150,806.00**

Account: 4000-499012-3030-513201-63051

The JHU will provide HIV counseling and testing for clients who are at risk for HIV infection or who are in various stages of HIV infection. The agreement is for the period July 1, 2012 through December 31, 2012.

This agreement is late because of a Department oversight in processing the agreement. The Department apologizes for this oversight.

MBWOO GRANTED A WAIVER.

8. **KESWICK MULTI-CARE CENTER** \$39.73 **\$ 18,316.00**

Account: 4000-433313-3254-316200-603051

The organization will provide adult medical day care services to ill, frail or disabled elderly persons who are eligible to receive Office of Health Services grant funding from the City. The organization will develop an appropriate care plan to each recipient in accordance with policies as specified in COMAR 10.12.04, Day Care for the Elderly and Medically Handicapped Adults, and COMAR 10.09.07, Medical Care Program. The agreement is for the period July 1, 2012 through June 30, 2013.

This agreement is late because the Department was waiting for the grant award from the Maryland Department of Aging and the required signatures from the provider.

MINUTES

Health Department - cont'd

9. **KOINONIA BAPTIST CHURCH, INC. (CHURCH)** **\$ 15,000.00**

Account: 5000-530313-3041-605800-603051

The Church will work with the Department's Office of Cigarette Restitution to prevent initiation of tobacco use among young people, to promote quitting, and to reduce tobacco use among young people. The Church will conduct 750 unannounced tobacco retailer compliance checks, hire and ensure that advocates are trained; transport Youth Advocates to purchase tobacco products that are being sold illegally to a minor under age 18; work with the Tobacco Enforcement Officer, verify illegal purchase, and ensure that the evidence (the purchase) is appropriately handled and sealed by officer; keep a written log of compliance checks to include dates, retailer addresses, staff participating, and whether or not a purchase was made. The agreement is for the period July 1, 2012 through June 30, 2013.

The agreement is late because it was recently returned from the provider.

10. **LIGHT HEALTH AND WELLNESS** **\$ 47,000.00**
COMPREHENSIVE SERVICES, INC.

Account: 4000-499012-3030-513200-603051

The organization will provide HIV/AIDS/STD education and risk reduction strategies using the SELF Education/Support curriculum and the Healthy Relationships curriculum. The curriculum will educate the target population and prevent new HIV infections among men, who have sex with men in Baltimore City. The agreement is for the period July 1, 2012 through December 31, 2012.

The agreement is late because of the delay in receiving an acceptable scope of service.

MINUTES

Health Department - cont'd

11. **LIVING CLASSROOMS FOUNDATION, INC.** **\$297,500.00**

Account: 4000-430512-3160-308600-603051

The Living Classrooms Foundation, Inc. will provide services to stop or if that is not possible reduce the shootings and killing occurring in Baltimore City. The five components to the model are Community Mobilization, Public Education, Cooperation with Law Enforcement, Outreach and Faith-based Involvement. The period of the agreement is July 1, 2012 through June 30, 2013.

The agreement is late because the Department was waiting for the signatures and budget revisions.

MWBOO GRANTED A WAIVER.

A PROTEST WAS RECEIVED FROM THE MARYLAND MINORITY CONTRACTORS ASSOCIATION.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED (EXCEPT ITEM NO. 3) AND HAD NO OBJECTION.

MINUTES

Health Department - cont'd

President: "The first item on the non-routine agenda can be found on Page 67, Item No. 11, agreement with Living Classrooms. Will the parties please come forward? Is the protestant here? I'll entertain a Motion."

City Solicitor: "In the absence of the protestant, I Move approval of the item on Page 67, No. 11."

Comptroller: "Second."

President: "All those in favor say AYE. All those opposed NAY. Please Note that I **ABSTAIN**. The Motion carries."

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements. The Mayor **ABSTAINED** on Item No. 11. The President **ABSTAINED** on Item Nos. 5-7.

MINUTESHealth Department - Grant Agreements, Acceptance of Grant Awards, and a Revised Grant Award

The Board is requested to approve and authorize execution of the grant agreements and approve acceptance of the grant awards, and revised grant.

GRANT AGREEMENTS

1. **DEPARTMENT OF HEALTH AND HUMAN SERVICES, CENTERS FOR DISEASE CONTROL AND PREVENTION, NATIONAL CENTER FOR ENVIRONMENTAL HEALTH** **\$ 155,300.00**

Account: 4000-480113-3001-268400-404001

The grant provides funds to increase the ability of the Department and other City agencies to create and use Health Impact Assessments as policy tools. Health Impact Assessments examine proposed policies (ordinance, laws, regulation) and projects from the perspective of the changes they may cause in individual and public health, if those policies or projects were to be implemented. The grant is for the period September 1, 2012 through August 31, 2013.

2. **THE JACOB AND HILDA BLAUSTEIN. FOUNDATION, INC.** **\$ 35,000.00**

Account: 6000-626912-3100-295900-405001

The grant funds will be used to support and implement an electronic health record system in Baltimore City Public Schools. The grant is for the period January 1, 2012 through June 30, 2013.

The grant agreement is late because the Department recently received notice of award.

MINUTES

Health Department - cont'd

ACCEPTANCE OF GRANT AWARDS

3. **MARYLAND STATE DEPARTMENT OF..** **\$1,134,287.00**
EDUCATION (MSDE)

Account: 4000-427113-3080-294300-404001

The grant funds will be used in the Infants and Toddlers Program to support early intervention services to infants and toddlers with disabilities and their families.

This grant is awarded under the Individuals with Disabilities Education Act, Part C, Part B, and Part B619, and State General funds funding for the State Fiscal Year 2013 Consolidated Local Implementation Grant. The grant is for the period July 1, 2012 through September 30, 2013.

The acceptance of this award is late because the Department received notification of award on August 17, 2012.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

4. **MARYLAND STATE DEPARTMENT OF** **\$ 52,933.00**
EDUCATION (MSDE)

Account: 5000-568512-3100-295900-405001

The grant funds will be used for the Race to the Top Project. The project provides funds to install computers, data lines, and augment wireless installation in Baltimore City Public School health suites in targeted turnaround schools. The grant is for the period of July 1, 2012 through June 30, 2013.

MINUTES

Health Department -cont'd

The acceptance of this award is late because the Department received notification of award on August 13, 2012.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

REVISED GRANT AWARD

5. **DEPARTMENT OF HEALTH AND HUMAN SERVICES, CENTERS FOR DISEASE CONTROL AND PREVENTION, NATIONAL CENTER FOR HIV, VIRAL HEPATITIS, STDS AND TB PREVENTION** **\$ 94,284.00**

Account: 4000-422112-3030-271400-4040001

On February 1, 2012, the Board approved the original notice of award and cooperative agreement in the amount of \$333,566.00, for the period January 1, 2012 through December 31, 2012.

This revised NOA reflects an increase of \$94,284.00 to support the City Tuberculosis (TB) control efforts, to provide medical care and treatment for active and latent TB patients, and to conduct contract investigations. The total award for FY 2012 is \$427,850.00.

MINUTES

Health Department -cont'd

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreements and approve acceptance of the grant awards, and the revised grant award.

MINUTES

Health Department - Client Incentive Cards

ACTION REQUESTED OF B/E:

The Board is requested to approve the purchase of Client Incentive Cards and approve an expenditure of funds to pay Rite Aid Corporation.

AMOUNT OF MONEY AND SOURCE:

	<u># of Cards</u>	<u>Denomination/Cards</u>
\$5,000.00	1,000	\$ 5.00
<u>3,000.00</u>	300	\$10.00
<u>\$8,000.00</u>	- 5000-521113-3041-605600-604051	

BACKGROUND/EXPLANATION:

The client incentives/gift cards purchased from Rite Aid Corporation will be used for the Needle Exchange Program (NEP).

One \$5.00 Rite Aid card will be given to NEP clients as an incentive for taking a HIV/STD test and one \$10.00 card will be give to clients participating in various surveys conducted by NEP to determine the effectiveness of the program. The NEP adheres to all policies associated with the usage of incentives and has sufficient procedures in place to address the safeguarding and accountability of incentives purchased.

The Health Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for: 1) a single means of procuring all incentive cards through the Board of Estimates; 2) the documentation of each incentive card and its recipient; 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards; and, 4) periodic internal reviews, which are to be shared with the Department of Audits.

MINUTESHealth Department - cont'd

This policy has been reviewed by the City Solicitor's Office and the Department of Audits. Consistent with the original Board of Estimates approval, all requests for payment for the above-incentive cards will be subject to the Department of Audits approval.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the purchase of Client Incentive Cards and approved an expenditure of funds to pay Rite Aid Corporation.

MINUTES

Health Department - Ratification of Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the amendment to agreement with Arbor E & T, LLC d/b/a Care Resources, Inc. and approve and authorize payment to Arbor E & T, LLC d/b/a Care Resources, Inc. for additional services provided.

AMOUNT OF MONEY AND SOURCE:

\$200,000.00	-	4000-498912-3080-294300-603051
66,256.00	-	4000-427112-3080-294395-603051
270,336.00	-	4000-428212-3080-294300-603051
\$536,592.00		

BACKGROUND/EXPLANATION:

On December 21, 2011, the Board approved the original agreement with Arbor E & T, LLC d/b/a Care Resources, Inc., in the amount of \$561,260.00, for the period of July 1, 2011 through June 30, 2012. The Baltimore Infant and Toddlers Program (BITP) is mandated by the Individuals with Disabilities Education Act Part C to accept all client referrals with a 45-day timeline to determine eligibility and services must be available to serve clients year round.

The number of families desiring to have services year round and during school breaks has increased, requiring additional provider services. In order to be in compliance with the Maryland State Department of Education, the BITP continued services without interruption.

In January 2012, the BITP submitted a request to amend the original agreement by \$536,592.00. As the contract amendment moved through the routing process, it was discovered that the scope of work was incorrect. A revised amendment was sent to the provider for signature, but during the internal routing process, the amendment expired. The amendment, in the amount of

MINUTESHealth Department - cont'd

\$536,592.00, increased the total amount of the contract to \$1,097,852.00. Therefore, the Department is requesting the Board to ratify the amendment and authorize payment to Arbor E & T, LLC d/b/a Care Resources, Inc. for the additional services provided.

For Fiscal Year 2013 and the future, the Department is in the process of developing clear procedures for preventing this over expenditure from occurring again. The procedures will follow the guidelines of the Department's newly issued Communication and Collaboration Improvement Policy. The procedures will be completed and implemented by October 31, 2012.

The Department apologizes for the lateness.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

UPON MOTION duly made and seconded, the Board ratified the amendment to agreement with Arbor E & T, LLC d/b/a Care Resources, Inc. and approved and authorized payment to Arbor E & T, LLC d/b/a Care Resources, Inc. for additional services provided.

MINUTES

Office of the President - Governmental/Charitable
Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse execution of a governmental/charitable solicitation application. The City Council President wishes to solicit donations from friends, family members, and associates to benefit the 501(c)(3) non-profit organization, Sisters Academy of Baltimore (Sisters Academy).

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

On Saturday, October 13, 2012 the President will be a contestant in a "live" competition called, "Are You Smarter Than a 6th Grader?", at Goucher College in Towson. This event will be similar to the TV Show, "Are You Smarter Than a 5th Grader?" The President has agreed to compete against Ms. Denise Koch, News Anchor at WJZ-TV, Mr. Marc Steiner, Radio Talk Show Host, and Mr. Bill McCuddy, Funnyman and Forbes Media Critic. They will all answer tough questions from classroom subjects like math, science, history, and world geography. The President will have two bright sixth grade students on his team. All proceeds from the event will benefit Sisters Academy of Baltimore, an innovative, tuition-free Middle School for ten to 13 year old girls from low-income neighborhoods in Baltimore City.

Sisters Academy of Baltimore, a Catholic, community-centered middle school, educates girls of different ethnic groups and religions from families of limited economic means, particularly those in southwest Baltimore. Their goal is to prepare students of Sisters Academy of Baltimore so that they are able to demonstrate the skills of logical thinking, perceptive reading, competent writing, and effective problem solving. All of their

MINUTES

Office of the President - cont'd

graduates are to be well-educated, self-assured, spiritual, and committed young women. The graduates will be leaders who make a difference by serving as agents of transformation in their families, communities, and society.

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

UPON MOTION duly made and seconded, the Board endorsed execution of a governmental/charitable solicitation application for the City Council President to solicit donations from friends, family members, and associates to benefit the 501(c)(3) non-profit organization, Sisters Academy of Baltimore. The President **ABSTAINED.**

MINUTES

Department of Transportation - Correction to the Schedule of Fees
for the Reconstruction of Alleys

ACTION REQUESTED OF B/E:

The Board is requested to approve the corrected proposed schedule of fees for the reconstruction of alleys.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On September 12, 2012, the Board approved and authorized the proposed schedule of fees for FY12 - FY14 for reconstruction of alleys. However, the original proposed fee schedule contained errors in the proposed fiscal years and incorrectly reflected FY12 - FY14, whereas it should have reflected FY13 - FY15.

	<u>For reference Purposes only</u>	<u>Sept. 12, 2012 Approved Proposed Changes</u>				<u>Proposed Changes with Corrected Fiscal Year</u>		
	<u>Current Charge</u>	<u>FY08-11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>
Average Cost	\$2.75	\$6.35	\$6.66	\$7.00	\$7.35	\$6.66	\$7.00	\$7.35
Property Owner Share	\$1.375	\$3.18	\$3.33	\$3.50	\$3.68	\$3.33	\$3.50	\$3.68

MINUTES

Department of transportation - cont'd

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

UPON MOTION duly made and seconded, the Board approved the corrected proposed schedule of fees for the reconstruction of alleys. The President voted **NO**.

MINUTES

Department of Transportation - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with the Federal Transit Administration.

AMOUNT OF MONEY AND SOURCE:

\$4,145,843.00 - 9950-906645-9527-000000-490360

BACKGROUND/EXPLANATION:

On August 25, 2010, the Board approved a resolution permitting the Director of Transportation, on behalf of the City, to apply and receive grants from the Federal Transit Administration for various purposes consistent with 49 USC Chapter 53 and 23 USC and other applicable federal transportation statutes.

The Director of Transportation entered into an agreement (MD-04-0021-00) with the Federal Transit Administration for a grant in the amount of \$4,145,843.00 on July 23, 2012 to cover the cost associated with the engineering and final design of a new Intercity Bus Intermodal Terminal in downtown Baltimore.

This project will fund the engineering and final design and construction costs associated with a new Intercity Bus Intermodal Terminal in downtown Baltimore. This new intermodal, a 70,000 square foot facility, will be located at 2110 Haines Street (at Russell Street, MD-295). This proposed terminal will address the increased demand for intermodal intercity transportation services in downtown Baltimore.

MINUTES

Department of Transportation - cont'd

APPROVED FOR FUNDS BY FINANCE

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

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

MINUTES

Department of Transportation - Relocation & Adjustment
of Facilities

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the cost estimate to relocate and distribution facilities owned by the Baltimore Gas and Electric Company (BGE) for road improvements associated with contract TR-08310, Rehabilitation of Central Ave. & Storm Drain from Eastern Avenue to North of Madison Street.

AMOUNT OF MONEY AND SOURCE:

\$300,000.00 - 9950-902256-9508-900010-706063

BACKGROUND/EXPLANATION:

On Wednesday, March 21, 2012, the Board approved the award of contract TR-08310, Rehabilitation of Central Avenue and Storm Drain. The proposed project is for the rehabilitation of Central Avenue from Baltimore Street to Madison Street and the storm drain from Eastern Avenue to Orleans Street. The relocation work includes utilizing BGE's Under Ground Line Crews to assist the City's contractor to enlarge or to alter 25 existing manholes along Central Avenue.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the cost estimate to relocate and distribution facilities owned by the Baltimore Gas and Electric Company for road improvements associated with contract TR-08310, Rehabilitation of Central Ave. & Storm Drain from Eastern Avenue to North of Madison Street.

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 Center Stage Associates, Inc. The period of the agreement is effective upon Board approval for two years.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This memorandum of understanding authorizes Center Stage Associates, Inc. to establish a framework to install temporary art during the 2012 Baltimore Book Festival (Book Festival) at its sole cost, and the subsequent removal of the art by Center Stage Associates, Inc. within 72 hours of the end of the Book Festival, prior to the removal of the traffic barriers. The art will be installed on Monument Street between St. Paul and Calvert Streets within the limits of the 2012 Baltimore Book Festival on September 27-30, 2012.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with Center Stage Associates, Inc.

MINUTES

Bureau of Water and Wastewater - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Ms. Charmine Payton for August 2012.

AMOUNT OF MONEY AND SOURCE:

\$ 75.00 - 2070-000000-5501-396801-603020

BACKGROUND/EXPLANATION:

The Department requests reimbursement for the expenses incurred by the employee for renewal of a Wastewater Certification as required by the Union contract.

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

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

UPON MOTION duly made and seconded, the Board approved the expense statement for Ms. Charmine Payton for August 2012. The President **ABSTAINED**.

MINUTES

Department of Public Works/ - Amendment No. 1 to Agreement
Bureau of Water and Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to agreement with Wachs Water Services, for Project No. 1127, Valve and Fire Hydrants Exercising Program. The amendment no. 1 to the agreement extends the period of the agreement through October 19, 2013.

AMOUNT OF MONEY AND SOURCE:

\$1,316,124.71 - Baltimore City
1,316,124.70 - Baltimore County
\$2,632,249.41 - 9960-913402-9557-900020-703032

BACKGROUND/EXPLANTION:

On October 20, 2010 the Board approved a 2-year agreement for water infrastructure related engineering services. Under amendment no. 1 to agreement the consultant will continue to provide water infrastructure engineering services including valve and fire hydrant exercising, valve operations for planned and emergency shutoffs, mapping, data collections, information analysis, repair services and resolution of water related field issues such as dirty/rusty water problems and leak detection.

The consultant will also provide assistance to the City Maintenance Department by assigning three Wachs Crew Chief Supervisors to City Maintenance vehicles. The current agreement is due to expire October 19, 2012.

MBE/WBE PARTICIPATION:

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

MINUTES

BW&WW - cont'd

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,500,000.00	9960-908400-9558	
Counties	Constr. Res.	
	Valve & Hydrant	
1,500,000.00	" "	
Water Utility		
Funds		
<u>\$3,000,000.00</u>		
\$2,632,249.00	-----	9960-913402-9557-900020-3
		Engineering
367,751.00	-----	9960-913402-9557-900020-9
<u>\$3,000,000.00</u>		Administration

This transfer will provide funds to cover the costs associated with change order no. 1 for Project 1127, Valve and Hydrant Exercising Program.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment no. 1 to agreement with Wachs Water Services, for Project No. 1127, Valve and Fire Hydrants Exercising Program. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter. The President **ABSTAINED**.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

On the recommendations of the City agency
hereinafter named, the Board,

UPON MOTION duly made and seconded,
awarded the formally advertised contracts
listed on the following pages:

3935 - 3937

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

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.

The President **ABSTAINED** on item nos. 1 - 2.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water & Wastewater

1. SC 879, Improvements to Monumental Paving \$4,016,143.71
 the GRD Branch in the & Excavating, Inc.
 High Level Sewershed

MBE: AJO Concrete Construction, Inc.	\$ 9,000.00	0.22%
T.E. Jeff, Inc.	\$93,300.00	2.32%
National Construction, Inc. d/b/a National Concrete	\$11,990.80	0.30%
P&J Contracting Company, Inc.	\$159,407.50	3.97%
Priority Construction Corporation	\$127,960.00	3.19%
WBE: Haines Industries, Inc.	\$ 32,099.00	0.80%
McCall Trucking, Inc.	\$ 80,130.00	1.99%
Janis Rettaliata	\$ 8,300.00	0.21%

MWBOO FOUND VENDOR IN COMPLIANCE.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$5,301,310.00	9956-904620-9549	
Wastewater	Constr. Reserve	
Rev. Bonds	Sewer System- High Level	
\$ 401,614.00	-----	9956-910624-9551-2
		Extra Work
401,614.00	-----	9956-910624-9551-3
		Design
240,969.00	-----	9956-910624-9551-5
		Inspection
4,016,143.71	-----	9956-910624-9551-6
		Construction
240,969.29	-----	9956-910624-9551-9
<u>\$5,301,310.00</u>		Administrative

This transfer of funds is needed to award SC 879, Improvements to the GRD Branch in the High Level Sewershed.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of Public Works (DPW)

3. Laboratory Information Management System RFP **REJECTION** - The DPW requests the Board to reject all bids for the Laboratory Information Management System Request for Proposals and return the sealed bids to the vendors. The DPW has determined that it is necessary to revise certain aspects of this project. The DPW will request permission to solicit bids based on revised specifications at a later date.

Bureau of Purchases

4. B50002368, Furnishing and Delivering Incontinent Products & Dressings District Healthcare and Janitorial Supply \$ 82,543.00

(Baltimore City Health Department)

MWBOO GRANTED A WAIVER.

5. B50002461, Turnout Gear F.L. Anderson Company \$3,600,000.00

(Baltimore City Fire Department)

MWBOO GRANTED A WAIVER.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

6. B50002515, OEM Parts, Service and Warranty Repairs for inter- national Heavy Duty Trucks	<u>First Call</u> Beltway International, LLC.	\$1,500,000.00 \$1,000.000.00
	<u>Second Call</u> West End Service, Inc.	\$ 500,000.00

(Department of General Services, Fleet Management)

MWBOO GRANTED A WAIVER.

MINUTES

Department of General Services - Renewal Energy Credit
Sales Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a renewal energy credit sales agreement with the Hess Corporation, Energy Marketing Division, and the Northeast Maryland Waste Disposal Authority.

AMOUNT OF MONEY AND SOURCE:

\$10,922.50 - 2051-000000-1980-654801-402630

BACKGROUND/EXPLANATION:

The production of electric power from the renewable resource of the digest gas produced at Back River Waste Water Treatment Plant qualifies for the sale of renewal energy credits. The Northeast Maryland Waste Disposal Authority is handling the sale on behalf of Baltimore City.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the renewal energy credit sales agreement with the Hess Corporation, Energy Marketing Division, and the Northeast Maryland Waste Disposal Authority.

MINUTES

Department of General Services - Developer's Agreement No.1264

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1264 with Harbor Place Associates Limited Partnership (HPALP), developer.

AMOUNT OF MONEY AND SOURCE:

\$950,900.00

BACKGROUND/EXPLANATION:

Pursuant to a Second Amendment to Lease Agreement between the HPALP, the current tenant of Harbor Place and the City, which was approved by the Board on September 21, 2011, the HPALP agreed to remove and construct a new pedestrian bridge, which spans Light Street and connects the Harbor Place Pavilion with the Hyatt Garage.

The pedestrian bridge is owned by the City and it would normally be the City's responsibility to replace it. The developer's agreement allows the HPALP to move forward with the demolition and reconstruction. It is important to complete this project because in its present condition, the bridge is unusable. The work to be performed has been approved by the Department of Transportation, which will monitor the work to make sure it is completed in accordance with Baltimore City standards.

A Letter of Credit in the amount of \$950,900.00 has been issued to the HPALP to assure completion of the project.

MINUTES

Department of General Services - cont'd

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the developer's agreement no. 1264 with Harbor Place Associates Limited Partnership, developer.

MINUTES

Department of General Services - Agreement for Project 1126W

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement for Project 1126W with Whitney, Bailey, Cox & Magnani, LLC. (WBCM). The period of the agreement is effective upon Board approval for two years, or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

N/A - Funds will be identified as tasks are processed

BACKGROUND/EXPLANATION:

Various City agencies, on a continuing basis, require civil and structural engineering services to modify, upgrade, or repair their facilities. Typically, the work involved is limited in scope or of an urgent nature, which in either case, should not be postponed until customary Civil/Structural Engineering selection process can be executed. To accommodate this type of work, the Department of General Services wishes to establish an On-Call Civil Structural Engineering Contract with WBCM. The services will be provided on an as-needed basis as needs are identified. The cost of services rendered will be negotiated at the not-to-exceed price for each task assigned. Fees will be based on actual payroll rates, not including overhead and burden, times a set multiplier.

Projects started within the two-year period may continue beyond the two-year time frame until completion. The total fee for this consultant's contract shall not exceed \$2,000,000.00 for the two-year period. The Consultant was selected pursuant to the Architect and Engineering Awards Commission (AEAC), under AEAC Project #1126.

MINUTES

Department of General Services - cont'd

MBE: Glyndon Engineering & Technology	0-23%	
MIN Engineering Inc.	0-23%	
SP Arch,, Inc.	0-23%	
Findling, Inc.	0-23%	
United Engineering, Inc.	<u>0-23%</u>	
		23% in the aggregate
WBE: Aria Environmental, Inc.	0-10%	
Constellation Design Group, Inc.	0-10%	
Phoenix Engineering, Inc.	0-10%	
Stella May Contracting, Inc.	0-10%	
Hanover Land Services, Inc.	<u>0-10%</u>	
		10% in the aggregate

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement for Project 1126W with Whitney, Bailey, Cox & Magnani, LLC.

MINUTES

Department of General Services - Acknowledgement Form for Wire and/or Pipe Occupation Within the Limits of a Public Right-of-Way

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an acknowledgement form for wire and/or pipe occupation within the limits of a public right-of-way with the Norfolk Southern Railway Company.

AMOUNT OF MONEY AND SOURCE:

\$2,100.00 - Pay to AECOM (agreement preparation, administrative, and engineering costs)

1,000.00 - Norfolk Southern Railway Company (Railroad protective liability insurance fee)

\$3,100.00 - 9956-911755-9551-900020-704040

BACKGROUND/EXPLANATION:

The City, acting through the Department of Public Works, Bureau of Water and Waste Water, desires to replace an existing 36-inch ductile iron sanitary sewer pipe in a 48-inch steel casing pipe, within the right-of-way under the control of the Norfolk Southern Railway Company, in the vicinity of Broening Highway and Milepost BV-3.11, Bear Creek RT, Harrisburg Division, Baltimore, MD 21222. This installation is being performed in connection with Sanitary Contract (SC) 889.

APPROVED FOR FUNDS BY FINANCE

MBE/WBE PARTICIPATION:

N/A

MINUTES

General Services - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the acknowledgement form for wire and/or pipe occupation within the limits of a public right-of-way with the Norfolk Southern Railway Company. The President **ABSTAINED**.

MINUTESDepartment of General Services - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 301 W. Madison Street	M On Madison, LP	One canopy 10'8" x 7', two single face electric signs 22¼" x 40 5/8"
Annual Charge: \$699.07		
2. 417 S. Conkling Street	Michael G. Corntas	One awning w/ signage 42'5" x 2½', one single face sign 16' x 4'
Annual Charge: \$472.73		

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

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

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
1. Oxiris Barbot	American Public Health Assoc. Conf San Francisco, CA Oct. 27 - Nov. 3, 2012 (Reg. Fee \$495.00)	General Fund	\$2,808.65
<p>The subsistence rate for this location is \$255.00 per day. The hotel cost is \$258.00 per night not including occupancy taxes in the amount of \$39.99 per night. The Department is requesting an additional \$3.00 per day to cover the cost of the hotel and \$40.00 per day for meals and incidental expenses. The Department has prepaid the hotel and registration fee on a City issued credit card assigned to Ms. Jacquelyn Duval Harvey. The disbursement to Ms. Barbot will be in the amount of \$260.00 (\$200.00 for meals and \$60.00 for food). Ms. Barbot will continue her stay from Nov. 1, 2012 through Nov. 3, 2012 at her own expense.</p>			
2. Laura Fox	American Public Health Assoc. Conf San Francisco, CA Oct. 27-31, 2012 (Reg. Fee \$455.00)	United Way of Central MD Grant	\$1,172.10
<p>For subsistence the Department is requesting only \$40.00 per day to cover meals and incidental expenses. Ms. Fox will be staying with family while in San Francisco and will commute to the conference by BART train.</p>			
3. Jennifer R. Epstein	American Public Health Assoc. Conf San Francisco, CA Oct. 27-Nov. 1, 2012 (Reg. Fee \$655.00)	B'More Healthy Babies Care First Grant	\$1,203.00

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department - cont'd</u>			

The Department is requesting approval of an expenditure of funds to cover the travel expenses of Ms. Epstein, a Public Health Prevention Service Fellow from the Centers for Disease Control and Prevention.

Health organizations are encouraged to support the costs for professional meetings during the two-year assignments to foster professional growth and development.

For subsistence the Department is only requesting \$40.00 per day to cover meals and incidental expenses. Ms. Epstein will be staying with friends while in San Francisco and will commute to the conference.

- | | | | | |
|----|---------------|--|-----------------|----------|
| 4. | Oxiris Barbot | Robert Woods
Johnson Foundation
Center for Health
Policy
Albuquerque, New Mexico
Sept. 26 - 29, 2012
(Reg. Fee \$411.00) | General
Fund | \$926.23 |
|----|---------------|--|-----------------|----------|

The last flight is at 4:45 p.m. on September 28th. The conference does not end until 4:00 p.m. Therefore, the Department is requesting subsistence for an additional day to allow the attendee to return on September 29, 2012.

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|----|------------------------------------|---|--|------------|
| 5. | Catherine Watson
Tonya Johnson* | Healthy Teen
Network Annual
Conference
Minneapolis, MI
Oct. 16 - 19, 2012
(*Reg. Fee \$395.00) | Family
Planning
Special
Needs | \$2,497.66 |
|----|------------------------------------|---|--|------------|

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department - cont'd</u>			
The airfare for Ms. Johnson was prepaid on City issued credit card assigned to Ms. Jacquelyn Duval-Harvey. The Registration for Ms. Johnson was prepaid on EA000100226. The disbursement to Ms. Johnson will be in the amount of \$684.63 for subsistence and ground transportation. The disbursement to Ms. Watson will be in the amount of \$1,127.83.			
<u>Department of General Services - Fleet Management</u>			
6. David Gold	2012 Annual	General	\$3,311.40
Michael Bradshaw	Faster Conf.	Funds	
John Jones	Norfolk, VA		
Francine Kane	October 21 -25, 2012		
Renee Lacks	(Reg. Fee \$0.00)		
<u>Department of Planning</u>			
7. Beth Strommen	2012 Urban	General	\$ 256.38
	Sustainability	Funds	
	Director's Network		
	Portland, OR		
	Sept. 30 - Oct. 3, 2012		
	(Reg. Fee \$0.00)		

The cost of airfare, two days of hotel costs and the registration fee are being paid for by the Urban Sustainability Director's Network.

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>Fund To Attend</u>	<u>Source</u>	<u>Amount</u>
<u>Fire Department</u>			
8. Nicole Errett	American Public Health Association (APHA) Conference San Francisco, CA Oct. 28-31, 2012 (Reg. Fee \$250.00)	FY2010 State Homeland Sec Prog. Grant	\$1,791.77

The Department has prepaid the airfare in the amount of \$381.20 and registration in the amount of \$250.00 on City issued credit card assigned to David McMillan. The disbursement to Ms. Errett will be in the amount of \$1,160.57. Ms. Errett will continue her stay in San Francisco through November 4, 2012 at her own expense.

9. Scott Merbach* Stephen Karas David Chen Walter Kerr Jim Dinges Simon Ayling Carl Hardcastle Gregg Lance*	Helicopter Rescue Operations, LA Fire Depart. Air Ops. San Francisco, CA Oct. 15-18, 2012* Oct. 15-19, 2012 (Reg. Fee \$0.00)	Urban Search & Rescue Task Force Grant	\$11,784.98
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The Department has prepaid the airfare on City issued credit card assigned to Robert Maloney. The Department is requesting \$783.63 for the cost of a rental vehicle. A rental vehicle is required to carry equipment to and from the airport and to the training venue daily during the training.

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

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Fire Department - cont'd</u>			
Mr. Merbach will be returning to Baltimore on October 18, 2012.			
The disbursement to the attendees will be as follows:			
Mr. Merbach	- \$ 669.15		
Mr. Karas	- \$1,665.83		
All Others	- \$ 882.20		
<u>Fire and Police Employees' Retirement Systems</u>			
10. Thomas P. Tanneyhill	Public Pension Financial Forum 9 th Annual Conf. New Orleans, LA Oct. 7-10, 2012 (Reg. Fee \$350.00)	Special Funds Fire & Police	\$1,344.51
11. William "Ray" Hudson Paul DeSimone	2012 Public Safety Employees Pension & Benefits Conf. New Orleans, LA Oct. 7-10, 2012 (Reg. Fee \$550.00)	Special Funds Fire & Police	\$3,197.50

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Bureau of Water and Wastewater</u>			
12. Gurminder Singh Thak Bakhru*	Water Environment Federation's Annual Tech. Expo & Conf. New Orleans, LA Sept. 29-Oct 3, 2012 (Reg. Fee \$1,350.00) (Reg. Fee \$1,150.00)*	Waste- water Utility Funds	\$5,344.08

The allowed subsistence rate for this area is \$172.00 per day for a total of \$688.00. The hotel reserved by Mr. Singh costs \$796.48 plus a \$107.48 hotel tax. Mr. Singh is requesting an additional \$108.00 to cover hotel costs and \$160.00 for meals. The hotel reserved by Mr. Bakhru costs \$620.00 plus a \$80.60 hotel tax. Mr. Bakhru is requesting an additional \$92.00 for meals. The additional costs have been included in the total.

The Board, UPON MOTION duly made and seconded, approved the foregoing travel requests. The President **ABSTAINED** on Item No. 12. The Comptroller **ABSTAINED** on Item Nos. 10 - 11.

MINUTES

Department of Real Estate - Agreement of Sale

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement of sale with Mr. Bryant Alexander, Purchaser for the property known as 1524 Druid Hill Avenue (Block 0362, Lot 008).

AMOUNT OF MONEY AND SOURCE:

\$1,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The authority to sell the property located at 1524 Druid Hill Avenue (Block 0362, Lot 008) was approved by City Council Ordinance No. 477 on December 6, 1973. The purchaser will be using private funds to pay for the acquisition and maintenance of the property.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement of sale with Mr. Bryant Alexander, Purchaser for the property known as 1524 Druid Hill Avenue (Block 0362, Lot 008).

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. <u>HD SUPPLY WATERWORKS, LTD</u> | <u>\$ 0.00</u> | <u>Renewal</u> |
| Solicitation No. B50002187 - Water Supply Tools - Department of Public Works - Req. No. P518766 | | |

On November 7, 2011, the Board approved the initial award in the amount of \$25,000.00. The award contained two 1-year renewal options. This renewal is for the period of November 17, 2012 through November 16, 2013, with one 1-year renewal option remaining.

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|--|--------------------|----------------|
| 2. <u>COLE MEDICAL</u> | <u>\$12,000.00</u> | <u>Renewal</u> |
| Solicitation No. B50001626 - Various Medical Supplies - Health Department - Req. No. P514911 | | |

On October 6, 2010, the Board approved the initial award in the amount of \$19,274.28. Subsequent actions have been approved. This final renewal in the amount of \$12,000.00 is for the period October 6, 2012 through October 5, 2013.

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|--|--------------------|-----------------|
| 3. <u>SOCRATA, INC.</u> | <u>\$29,994.00</u> | <u>Only Bid</u> |
| Solicitation No. B50002511 - OpenBaltimore Data Portal Hosting - Mayor's Office of Information Technology - Req. No. R606644 | | |

The period of the award is September 26, 2012 through March 25, 2013.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 4. <u>INNOTAS</u> | <u>\$44,648.00</u> | <u>Low Bid</u> |
| Solicitation No. 07000 - Project Portfolio Management System (PPM) Licenses and Implementation - Mayor's Office of Information Technology - Req. No. R606334 | | |

The period of the award is September 26, 2012 through September 25, 2013.

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|--|---------------------|----------------|
| 5. <u>IPT, LLC, d.b.a.</u> | <u>\$609,600.00</u> | <u>Renewal</u> |
| <u>PAYLOCK</u>
Solicitation No. 08000 - Parking Enforcement - Department of Transportation - P.O. No. P511410 | | |

On October 15, 2008, the Board approved the initial award in the amount of \$601,800.00. Subsequent actions have been approved. This renewal in the amount of \$609,600.00 is for the period October 15, 2012 through October 14, 2013. There are no renewals remaining after this renewal.

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

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|---|-----------------------|----------------|
| 6. <u>TELE-TECTOR OF MARYLAND</u> | <u>\$1,130,000.00</u> | <u>Renewal</u> |
| <u>INC.</u>
Solicitation No. B50002024 - Install and Maintain CCTV Cameras in the Northeast District - Mayor's Office of Criminal Justice - P.O. No. P518858 | | |

On November 23, 2011, the Board approved the initial award in the amount of \$1,130,000.00. This renewal in the amount of \$1,130,000.00 is for the period November 23, 2012 through November 22, 2014, with two 2-year renewal options remaining.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

This is requirements contract, therefore dollar amounts will vary.

MWBOO SET GOALS OF 7% MBE AND 3% WBE.

MBE: M&V Contractual Services, Inc. 11.4%

WBE: Fleet Electric, Inc. 5.5%

MWBOO FOUND VENDOR IN COMPLIANCE.

(FILE NO. 57303)

7. HOLABIRD ENTERPRISES OF MARYLAND,
INC. t/a TRANSTECH TRANSMISSION
CENTER \$ 150,000.00 Renewal
Solicitation No. B50000753 - Heavy Duty Manual Transmissions
and Differentials - Department of General Services, Fleet
Management P.O. No. P507501

On February 11, 2009, the Board approved the initial award in the amount of \$200,000.00. The award contained two 1-year renewal options. On December 7, 2011, the Board approved the first renewal. This final renewal in the amount of \$150,000.00 is for the period December 24, 2012 through December 23, 2013.

MWBOO SET GOALS OF 5% MBE AND 0% WBE.

MBE: Millennium Auto Parts and Services 3% (\$19,004.30)

WBE: Gray Wright & Associates 2% (\$ 2,615.50)

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

8. D-S STEEL SUPPLY, LLC	\$ 50,000.00	Renewal
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Solicitation No. B50000766 - Steel Products - Department of General Services, Fleet Management Division - P.O. No. P505768

On December 10, 2008, the Board approved the initial award in the amount of \$200,000.00. The award contained two 1-year renewal options. On October 12, 2011, the Board approved the first renewal. This final renewal in the amount of \$50,000.00 is for the period December 10, 2012 through December 9, 2013.

MWBOO GRANTED A WAIVER.

9. PH & S PRODUCTS LLC	\$ 31,000.00	Renewal
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Solicitation No. 06000 - Latex & Nitrile Gloves - Police Department - P.O. No. P518704

On November 16, 2011, the Board approved the initial award in the amount of \$31,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$31,000.00 is for the period November 16, 2012 through November 15, 2013, with one 1-year renewal option remaining.

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

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

- | | | |
|--|--------------|---------|
| 10. SHAFER, TROXELL & HOWE,
INC. | \$ 55,000.00 | Renewal |
| Solicitation No. 08000 - Yeoman's Pump Parts - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P515310 | | |

On November 3, 2010, the Board approved the initial award in the amount of \$20,000.00. The award contained two 1-year renewal options. On September 28, 2011, the Board approved the first renewal in the amount of \$100,000.00. This final renewal in the amount of \$55,000.00 is for the period November 8, 2012 through November 7, 2013.

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

- | | | |
|---|--------------------------------------|----------|
| 11. MINNESOTA LIFE INSURANCE
COMPANY | \$5,700,000.00
(Est. Ann'l. Amt.) | Increase |
| Solicitation No. B50001893 - Life and Accidental Death and Dismemberment Insurance - Employees and Retirees - Human Resource Department - Req. Nos. N/A | | |

On August 10, 2011, the Board approved the initial award in the amount of \$5,478,474.00. Authority is requested to approve the funding for Calendar Year 2013 services. This increase in the amount of \$5,700,000.00 is for the second year of the contract period of September 01, 2011 through December 31, 2014, and will make the award amount \$11,178,474.00.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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

MBE: Walker Benefit Services, LLC 7%

WBE: Alpha Graphics, Inc. 2%

MWBOO FOUND VENDOR IN COMPLIANCE.

12. ENFORCEMENT TECHNOLOGY,
INC. \$ 7,028.20 Extension
Solicitation No. 06000 - Handheld Ticket Writers Maintenance
and Software Update - Department of Transportation - Req. No.
R551005

On September 15, 2010, the Board approved the initial award in the amount of \$45,971.00. On July 18, 2012, the Board approved a new contract. An extension of the existing contract is needed to cover the maintenance of the existing equipment during the transition to the new equipment. The period of the extension is October 1, 2012 through November 30, 2012.

MWBOO GRANTED A WAIVER.

13. ATLANTIC MACHINERY,
INC. \$40,000.00 Renewal
Solicitation No. 08000 - CUES - Camera Repair - Department of
Public Works, Bureau of Water and Wastewater - P.O. No.
P515578

On November 24, 2010, the Board approved the initial award in the amount of \$20,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$40,000.00 is for the period November 30, 2012 through November 29, 2013.

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

On November 24, 2010, the Board approved the initial award in the amount of \$20,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$40,000.00 is for the period November 30, 2012 through November 29, 2013.

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

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|-----------------|---------|----------------------|
| 14. PAPCO, INC. | \$ 0.00 | Assignment Agreement |
|-----------------|---------|----------------------|
- Solicitation No. B50001083 - Gasoline and Diesel Fuel - Department of General Services, Fleet Management - P.O. No. P509398

The Board is requested to approve and authorize execution of a consent to an assignment agreement between ISObunkers L.L.C and with PAPCO, Inc. The contract expires on July 31, 2013, with one 1-year renewal option.

On July 29, 2009, the Board approved Contract B50001083 to ISObunkers, LLC. PAPCO, Inc. has acquired the rights, title and interest of ISObunkers, LLC and is requesting assignment of Contract B50001083.

(FILE NO. 57210)

- | | | |
|----------------------------------|---------|------------|
| 15. SERVICE TIRE TRUCK
CENTER | \$ 0.00 | Correction |
|----------------------------------|---------|------------|
- Solicitation No. B50000620 - New Tires, Retreads, and Roadside Service for Cars and Trucks - Department of General Services, Fleet Management Division - P.O. No. P507169

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 Purchase

On September 3, 2008, the Board approved the initial award in the amount of \$220,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. On August 22, 2012, the Board approved the final renewal, inadvertently Service Tire Truck Center who is one of awardees was inadvertently omitted on the Board letter.

Service Tire Truck Center is only supplying new tires for which no goals were established.

MWBOO SET GOALS OF 5% MBE AND 2% WBE FOR ROADSIDE SERVICE AND RETREADS AND 0% MBE AND 0% WBE FOR NEW TIRES.

16. ADP, INC.	\$ 29,992.04	Increase
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Solicitation No. 06000 Human Resource Information, E-time and Enterprise Payroll Systems Licensing - Finance Department - Req. No. P520465

On August 15, 2007, the Board approved the initial award in the amount of \$1,600,000.00. Subsequent actions have been approved. The vendor is the sole provider of licensing, maintenance and support of proprietary software for the Human Resource Information, E-time and Enterprise Payroll Systems in use by the Bureau of Accounting and Payroll Services. This increase is for a pilot project for the installation, lease, maintenance and support of biometric time clocks that will seamlessly interface with current human resource and payroll systems. This increase in the amount of \$29,992.04 will make the award amount \$12,779,992.04. The contract expires June 30, 2015.

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

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

(FILE NO. 56031)

17. AON CONSULTING, INC.	\$375,000.00	Extension and Increase
Solicitation No. BP 05160 - Acturial Services for Employees' and Retirees' Benefits Programs - Department of Human Resources - P.O. No. P517459		

On July 27, 2005, the Board approved the initial award for a two-year period in the of \$708,210.00. The award contained six 1-year renewal options. Subsequent actions have been approved. The last renewal was approved on June 6, 2012. This extension will allow the City time to incorporate recommendations ensuing from the completion of the Mayor's Ten Year Sustainable Budget Plan report. This increase in the amount of \$375,000.00 will make the total award amount \$3,283,210.00. The period of the extension is July 27, 2013, through July 26, 2014, with no renewal options.

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

MBE: Walker Benefits Solutions, Inc. 17%

WBE: Advanced Benefit Solutions, Inc. 9%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

18. DUKE'S ROOT CONTROL, INC.	\$500,000.00	Extension and Increase
Solicitation No. BP 08003 - Sewer Line Chemical Root Control Application - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P506109		

On October 24, 2007, the Board approved the initial award in the amount of \$210,000.00. Subsequent actions have been approved. The current contract will expire on October 31, 2012. Competitive bids for this requirement will be issued via Solicitation No. B50002616. This extension and increase will meet the existing demand for this service and ensure continued compliance with the Consent Decree with the Environmental Protection Agency and Maryland Department of the Environment. This extension is for the period November 1, 2012 through January 31, 2013. This increase in the amount of \$500,000.00 will make the total award amount \$2,206,080.00.

MWBOO GRANTED A WAIVER.

(FILE NO. 55986A)

19. ARIVA DISTRIBUTION, INC. formerly RIS THE PAPER HOUSE XPEDX XEROX CORPORATION LINDENMEYR MUNROE, DIV. OF CENTRAL NATIONAL-GOTTESMAN INC. FRANK PARSONS, CO. UNISOURCE	\$400,000.00	Renewal
Solicitation No. 06000 - Provide Various, Cuts, Types and Weights of Paper - Department of Finance - Req. No. R607296		

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

On October 29, 2008, the Board approved the initial award in the amount of \$200,000.00. Subsequent actions have been approved. When the Digital Document Division needs to order paper for a job it will receive quotes from the vendors and select the lowest quote each time. The period of the renewal is October 29, 2012 through October 14, 2014, with no renewal options remaining.

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

MWBOO GRANTED A WAIVER.

20. CORRELLI INC.	\$ 500,000.00	
FLEETPRIDE	300,000.00	
WASTE EQUIPMENT SALES & SERVICE	<u>200,000.00</u>	
	<u>\$1,000,000.00</u>	Extension

Solicitation No. B50000020 - Aftermarket Heavy Equipment Parts and Service - Department of General Services - P.O. Nos. P507301, P512906 and P512912

On October 10, 2007, the Board approved the initial award to Correlli, Inc. in the amount of \$1,000,000.00, Fleetpride in the amount of \$1,000,000.00 and Waste Equipment Sales & Service in the amount of \$1,000,000.00. Subsequent actions have been approved. Solicitation No. B50002613 has been issued for this requirement with a bid due date of October 10, 2012. An extension of the existing contract is needed to maintain continuity of service until a new contract is put in place. The period of the extension is October 1, 2012 through January 31, 2013.

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

21. VALUE OPTIONS, INC.	\$3,000,000.00	Extension and Increase
Solicitation No. BP 07196 - Behavioral Health Plan Services - Department of Human Resources - P.O. No. P515422		

On September 12, 2007, the Board approved the initial award in the amount of \$1,591,541.00. Subsequent actions have been approved. The final renewal was approved by the Board on September 14, 2011. This one year extension will allow the City time to incorporate recommendations resulting from the completion of the Mayor's Ten Year Sustainable Budget Plan report. This increase in the amount of \$3,000,000.00 will make the total award amount \$13,281,541.00.

MBE: Dupal, Inc. d/b/a
Synergy Printing 17.0%

WBE: Jelly Bean Printing &
Promotions, Inc. 9.0%

MWBOO FOUND VENDOR IN COMPLIANCE.

22. THE DENTAL NETWORK, INC.	\$5,700,000.00	Extension and Increase
Solicitation No. BP 07138 - Dental Maintenance Organization and Dental Provider Organization - Department of Human Resources - Req. No. P511275		

On May 23, 2007, the Board approved the initial award in the amount of \$11,029,911.00. Subsequent actions have been approved. The final renewal was approved by the Board on September 14, 2011. This one year extension will allow the City time to incorporate recommendations resulting from the completion of the Mayor's Ten Year Sustainable Budget Plan

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

report. This extension is for the period January 1, 2013 through December 31, 2013, with no renewal options. This increase in the amount of \$5,700,000.00 will make the total award amount \$29,129,911.00.

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

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

MBE: Attronica Computers, Inc.	8.5%
RGH Enterprises, Inc.	3.4%
Black Classic Press, Inc.*	1.7%
CJ Maintenance, Inc.	3.4%

WBE: Rudolph's Office and Computer Supplies, Inc.	2.25%
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MWBOO FOUND VENDOR IN COMPLIANCE BASED ON A GOOD FAITH EFFORT.

***BLACK CLASSIC PRESS, INC. CONTINUED SERVICE IS CONTINGENT UPON COMPLIANCE WITH THE MARYLAND DEPARTMENT OF ASSESSMENT AND TAXATION REGULATIONS.**

23. CAREFIRST OF MARYLAND, INC.	\$7,054,000.00	Extension and Increase
Solicitation No. BP 07194 - PPO Medical Insurance for City Employees - Department of Human Resources - Req. No. N/A		

On September 12, 2007, the Board approved the initial award in the amount of \$7,053,710.67. The award contained three 1-year renewal options. Subsequent actions have been approved. This one-year extension will allow the City time to incorporate recommendations resulting from the completion of

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

the Mayor's Ten Year Sustainable Budget Plan report. The period of the extension is January 1, 2013 through December 31, 2013, with no renewal options. This increase in the amount of \$7,054,000.00 will make the total award amount \$44,469,605.67

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

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

MBE: Attronica Computers, Inc.	8.5%
Black Classic Press, Inc.*	1.7%
RGH Enterprises, Inc.	3.4%
CJ Maintenance, Inc.	3.4%

WBE: Rudolph's Office and Computer Supplies, Inc.	2.25%
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MWBOO FOUND VENDOR IN COMPLIANCE.

***BLACK CLASSIC PRESS, INC. CONTINUED SERVICE CONTINGENT UPON COMPLIANCE WITH THE MARYLAND DEPARTMENT OF ASSESSMENTS AND TAXATION REGULATIONS.**

24. EXPRESS SCRIPTS, INC.	\$1,616,000.00	Extension and Increase
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Solicitation No. BP 07150 - Prescription Drug Program
Services - Department of Human Services - Req. No. N/A

On September 12, 2007, the Board approved the initial award in the amount of \$3,683,573.00. The award contained one 1-year renewal option. Subsequent actions have been approved.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

This one-year extension will allow the City time to incorporate recommendations resulting from the completion of the Mayor's Ten Year Sustainable Budget Plan report. The extension is for the period January 1, 2013 through December 31, 2013, with no renewal options. This increase in the amount of \$1,616,000.00 will make the total award amount \$7,965,016.00.

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

MBE: A. Thompson & Associates	5.80%
Class Act Café & Catering, Inc.	0.30%
Walker Benefit Services, Inc.	10.90%

WBE: Curry Printing & Copy Center	6.60%
SreanSis, LLC	0.40%
Well Advantage*	2.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

***WELL ADVANTAGE CONTINUED SERVICE IS CONTINGENT UPON COMPLIANCE WITH THE MARYLAND DEPARTMENT OF ASSESSMENT AND TAXATION.**

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Because this is a requirements contract, the dollar amounts may vary.

a. HMO - United HealthCare Insurance Co.

MBE: Time Printers, Inc.	8.22%	WBE: Mary Kraft &	5.61%
Camera Ready, Inc.	6.09%	Associates, Inc.	
Burs and Garrett	0.05%		
	<u>14.36%</u>		

MWBOO FOUND VENDOR IN COMPLIANCE.

b. HMO - Aetna Health and Life Insurance Co.

MBE: Time Printers, Inc.	9.40%	WBE: Distinctive	0.90%
CASI, Inc.	2.10%	Promotions, LLC	
JUL Enterprise	2.50%	Advanced Benefit	4.10%
	<u>14.00%</u>	Solutions	<u>5.00%</u>

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

c. HMO - Kaiser Permanente Insurance Co.

MBE: Walker Benefit	14.00%	WBE: Dana Insurance	2.50%
Services, LLC		Services	
		Optimal Health	2.50%
		Quest	<u>5.00%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

d. POS - United HealthCare Insurance Co.

MBE: Time Printers, Inc.	5.37%	WBE: Mary Kraft &	5.16%
Camera Ready, Inc.	8.49%	Associates, Inc.	
Burs and Garrett	0.50%		
	<u>14.36%</u>		

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

e. POS - Aetna Health and Life Insurance Co.

MBE: Time Printers, Inc.	9.40%	WBE: Distinctive	0.90%
CASI, Inc.	2.10%	Promotions LLC	
JUL Enterprise	2.50%	Advanced Benefit	4.10%
	<u>14.00%</u>	Solutions	<u>5.00%</u>

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

26. GREB SERVICE, INC.	1 st Call	
INTERCON TRUCK OF BALTIMORE, INC.	2 nd Call	
PRECISION MACHINE & HYDRAULIC, INC.	3 rd Call	Ratification
	\$ 0.00	& Term Order

Solicitation No. 06000 - Hydraulic and Welding Repair Service -
Department of General Services, Fleet Management Division -
Req. Nos. Various

On September 10, 2008, the Board approved the initial award in the amount of \$6,400,000.00. On August 31, 2011, the Board approved the first renewal in the amount of \$2,100,000.00. The Board is requested to approve the second renewal. The ratification period is September 10, 2012 through September 25, 2012. The period of the term order is September 10, 2012 through September 09, 2013.

MWBOO SET GOALS OF 3% MBE AND 0% WBE.

Greb Service, Inc.

MBE: D&T Welding Contractors 3.18%

MBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Intercon Truck of Baltimore, Inc.

MBE: D&T Welding Contractor	1.50%
Ball & Ball Communications	1.50%

MWBOO FOUND VENDOR IN COMPLIANCE BASED UPON GOOD FAITH EFFORT.

Precision Machine & Hydraulic, Inc.

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

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

27. <u>ENNIS PAINT INC.</u>	<u>\$ 75,000.00</u>	<u>Increase</u>
<u>Solicitation No. B50001955 - Thermoplastic Blocks -</u>		
<u>Department of Transportation - P.O. No. - P517285</u>		

On June 22, 2011, the Board approved the initial award in the amount of \$220,000.00. Subsequent approvals have been awarded. The increase in the amount of \$75,000.00 is needed due to increased usage. This increase will make the total contract award \$395,000.00. On April 18, 2012 the Board approved the first renewal. The period of the increase is June 22, 2012 through June 22, 2013, with three 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

MINUTES

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

28. SERVICE PHOTO SUPPLY	\$ 90,000.00	
CAMERA BOUTIQUE, INC.	90,000.00	
FOCUS CAMERA, INC.	90,000.00	
HPI INTERNATIONAL, INC.	90,000.00	
B&H PHOTO SUPPLY, INC.	90,000.00	
	<u>\$450,000.00</u>	Renewal

Solicitation No. B50000609 - Film, Cameras, and Supplies for the Police Department's Photography Unit - Police Department - Req. Nos. - Various

On October 22, 2008, the Board approved the initial award to the above listed vendors in the total amount of \$305,000.00. Subsequent approvals have been awarded. Authority is requested to exercise the final two-year renewal option for the period of October 1, 2012 through September 30, 2014.

MWBOO GRANTED A WAIVER.

29. MOTOROLA, INCORPORATED	\$ 0.00	Amendment No. 1 to Service Terms and Conditions Agreement
<u>Solicitation No. 08000 - 800 MHz Radio Communications Facilities Maintenance Agreement - Departments Various - Req. Nos. Various</u>		

The Board is requested to approve and authorize execution of an amendment no. 1 to a service terms and conditions agreement with Motorola, Incorporated. This amendment no. 1 expires August 23, 2016.

On August 24, 2011, the Board approved the initial award for the 800 MHz Radio Communications Facilities Agreement under which Motorola provided 800 MHz radio communications equipment maintenance and services for the Mayor's Office of Information Technology and various other City agencies. The requested services are described in the submitted amendment.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONSVENDORAMOUNT OF AWARD AWARD BASISBureau 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 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

(FILE NO. 55919)

Department of General Services

30. WORCESTER EISENBRANT, INC.

A/K/A ARCHITECTURAL PRE-

SERVATION SERVICES, INC. \$45,000.00

Emergency

IC553 - McKim Center Stone Repair - Department of General Services

The exterior stone pediments of the City-owned McKim Center have developed cracks and chunks of stone have been falling off the building. This Historic circa 1833 building is located at 1120 E. Baltimore Street. It is well known for its Greek Temple style of architecture.

In order to prevent more deterioration of this City landmark building, the Commission for Historic and Architectural Preservation (CHAP) requested that the Department of General Services (DGS) use the historic repair firm of Architectural Preservation Services, LLC, a Division of Worcester Eisenbrant, Inc. to make the emergency specialized repairs of the deteriorating stone pediments of this building. On November 14, 2011, the DGS requested to enter into a selected source contract with Architectural Preservation Services, LLC to repair the stone pediments as per CHAP's Notice to Proceed. The Director of Finance in accordance with the provision of Article VI §11 (d)(i) of the Baltimore City Charter authorized an award to Architectural Preservation Services, LLC.

MINUTES**PROPOSAL AND SPECIFICATIONS**

1. Department of Transportation - TR 09037R, National Aquarium
Access Improvements
BIDS TO BE RECV'D: 11/14/2012
BIDS TO BE OPENED: 11/14/2012

2. Department of Public Works - SC 897, Improvements to
Sanitary Sewers in Greenmount,
Hampden, and Bolton Hill Areas
in the Jones Falls Sewershed.
BIDS TO BE RECV'D: 10/24/2012
BIDS TO BE OPENED: 10/24/2012

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

MINUTES

President: "There being no more business before this Board, the Board will recess until bid opening at 12:00 noon."

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

<u>Bureau of Water and Wastewater</u>	- SC 887, Upgrade of the SCADA System for the Pumping and Metering Stations <u>BIDS TO BE RECV'D: 10/17/2012</u> <u>BIDS TO BE OPENED: 10/17/2012</u>
<u>Bureau of Purchases</u>	- B50002524, Lock Box Service <u>BIDS TO BE RECV'D: 10/03/2012</u> <u>BIDS TO BE OPENED: 10/03/2012</u>

MINUTES

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

Bureau of Water and Wastewater - SWC 7760R, Leakin Park
Stream Restoration at
Fairmount Storm Drain

Meadville Land Service
Monumental Paving & Excavating, Inc.
Baltimore Pile Driving & Marine
Construction, Inc.

Bureau of Purchases - B50002380, Operate and Manage
the Du Burns Soccer Arena
(Technical Opening)

Hale Properties d/b/a Baltimore - NO BID
Blast Soccer
Coppermine Fieldhouse

Bureau of Purchases - B50002463, Baltimore Arena -
Title Sponsorship, Advertis-
ing, Manage and Operate

Global Spectrum
AEG Facilities
SMG

Bureau of Purchases - B50002609, Installation of
Motorized Shades

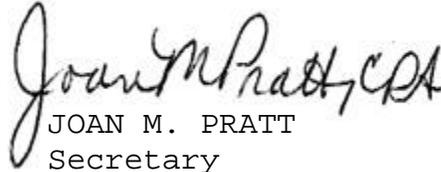
Harmon, Inc.
Boulevard Contractors Corporation

Bureau of Purchases - B50002603, Installation and
Maintenance of Stanley Doors
(Brand Name)

Atlantic Door Control, Inc.

MINUTES

There being no objections, the Board, UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, October 3, 2012.


JOAN M. PRATT
Secretary