

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.

President: "I will direct the Board members attention to the memorandum from my office date August 16, 2011, identifying matters to be considered as routine agenda items together with any corrections and additions that has been noted by the Deputy Comptroller. I will entertain a motion to approve all of the items containing the routine agenda."

City Solicitor: "Move the approval of all items contained 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."

MINUTES

BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

Angelozzi Brothers, Inc.	\$ 8,000,000.00
Barton Malow Company & Subsidiaries	\$ 51,840,000.00
Benfield Electric Co., Inc.	\$ 8,000,000.00
Boulevard Contractors Corp.	\$ 864,000.00
CB Flooring, LLC and Affiliate	\$ 36,036,000.00
Cherry Hill Construction, Inc.	\$ 59,904,000.00
D&O Contracting Services, Inc.	\$ 2,475,000.00
Dance Brothers, Inc.	\$ 3,114,000.00
F & F Landscaping, Inc.	\$ 8,000,000.00
Kor-Ko LTD.	\$ 1,215,000.00
Northern Bay Environmental Systems, Inc.	\$ 342,000.00
Pepco Government Services, LLC Underwritten by Blanket Guarantee for \$1,500,000.00 from the parent company Pepco Energy Services, Inc.	\$ 1,500,000.00
Surface America, Inc.	\$ 53,118,000.00
Turner Construction Company	\$244,332,000.00
Western Oilfields Supply Company d/b/a Rain for Rent	\$741,312,000.00

MINUTES**BOARDS AND COMMISSIONS** - cont'd2. Prequalification of Architects and Engineers

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

Adtek Engineers, Inc.	Landscape Architect, Engineer, Survey
Athavale, Lystad & Associates, Inc.	Engineer
Brightfields, Inc.	Engineer
Heath Design Group, Inc.	Architect
Infrastructure Technologies, LLC.	Engineer
Michael Baker Jr., Inc.	Architect, Landscape Architect, Engineer, Land Survey

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

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 - Condemnation</u>			
1. Foxwood National, LLC	1112 Rutland Ave.	L/H	\$ 3,760.00

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

Dept. of Housing and Community Development - Option

2. Yung Kun Uhm and Jae OK Uhm (wife)	1801 E. Biddle St.	L/H	\$62,425.00
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Funds are available in State Funds, Account No. 9910-906416-9588-900000-704040, EBDI Project, Phase II.

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

(FILE NO. 56017)

UPON MOTION duly made and seconded, the Board approved and authorized the options and condemnations.

MINUTES

Mayor's Office of Employment Development - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Cecil College. The period of the agreement is July 1, 2011 through September 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$18,000.00 - 4000-803011-6331-467253-603051

BACKGROUND/EXPLANATION:

Cecil College will provide professional services training only in those areas specified on the Maryland Higher Education Commission list.

The agreement is late because negotiations to meet all the legal requirements necessary to create a binding contract, took longer than anticipated.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Mayor's Office of Employment Development - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a grant award from the Maryland Department of Labor, Licensing and Regulation. The period of the award is July 1, 2011 through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$ 217,470.00 - 4000-807512-6312
2,926,767.00 - 4000-806412-6313
239,454.00 - 4000-806712-6312
\$3,383,691.00

BACKGROUND/EXPLANATION:

The funds will be utilized for specific program costs. The costs are associated with providing eligible youth, adults and employers with coordinated employment and training activities. The services will include but are not limited to labor marketing information, career assessment, specific skills training, job readiness training, prevocational training, other intensive services, and workforce development supportive services.

These services are designed to prepare eligible City residents for long-term, gainful employment opportunities in the labor market mainstream and to promote self-sufficiency and economic independence.

The grant award is late because it was not received in a timely manner.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the grant award from the Maryland Department of Labor, Licensing and Regulation.

MINUTES

Health Department - cont'd

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|----|---|--------------|
| 5. | ALMOST HOME II ASSISTED LIVING, INC.
4813 GWYNN OAK AVENUE | \$ 7,800.00 |
| 6. | ANGEL'S COVE ASSISTED LIVING
FACILITY, INC. - 5404 BELAIR ROAD | \$ 39,000.00 |
| 7. | ROSEMARIE MANOR, LLC
3300 ALTO ROAD | \$ 39,000.00 |
| 8. | ROSEMARIE MANOR, LLC.
3809 BELLE AVENUE | \$ 78,000.00 |

Account: 5000-534012-3044-273302-603051

The Department will disburse State Subsidized Assisted Housing Funds for low income residents at the above-listed facilities.

The organizations will provide subsidized senior assisted housing services for individuals age 62 and over, who have temporary or periodic difficulties with the activities of daily living, and who require assistance in performing personal and household functions associated with complete independence as per the provisions of Article 70B, Section 4 of the Annotated Code of Maryland. The Senior Assisted Housing Program residents receive shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision. The period of the agreement is July 1, 2011 through June 30, 2012.

MWBOO GRANTED A WAIVER FOR ITEM NOS. 6 - 8.

MINUTES

Health Department - cont'd

	<u>Rate of Pay</u>	
9. EDWARD ANSEL, Ph.D	\$200.00/comprehensive psychological and \$50.00/review of psychological evaluation	\$ 20,000.00

Account: 4000-255512-3110-306700-603018

The Department's Adult Evaluation and Review Services (AERS) program is designated by the Department of Hygiene and Mental Health to perform pre-admission screening and annual reviews as required by federal law.

Mr. Ansel will perform on-site psychological evaluations for nursing home placements, on-site psychological evaluations of clients in nursing homes, review of psychological reports for patients in nursing homes, submit a written psychological report to the Department's AERS program, and delineate a treatment plan for each client/patient. The period of the agreement is July 1, 2011 through June 30, 2012.

This agreement is late because the Department recently received the FY'12 budget account numbers for this program.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED (EXCEPT ITEM NO. 4) AND HAD NO OBJECTION.

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

MINUTES

Health Department - Revised Notification of Grant Awards

ACTION REQUESTED OF B/E:

The Board is requested to approve the revised FY'11 notification of grant award (NGA) from the Maryland Department of Aging (MDoA). The period of the revised grant award is October 1, 2010 through September 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$311,643.00 - 6000-633511-3254-316200-404001

BACKGROUND/EXPLANATION:

On February 9, 2011, the Board approved the Interim FY'11 grant award in the amount of \$308,364.00.

The revised NGA is for the FY'11 NSIP funding and reflects the Department's award based on actual FY 10 meal counts and the FY'11 award notification. This FY'11 NGA will allow the Department to provide funding for senior nutrition programs at designated meal sites or home-delivered meals.

The grant award is late because it was recently received from the grantor.

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 the revised FY'11 notification of grant award from the Maryland Department of Aging.

MINUTESHealth Department - Revised FY'11 Notification of Grant Award**ACTION REQUESTED OF B/E:**

The Board is requested to approve Revised FY'11 Notification of grant award from the Maryland Department of Aging. The period of the revised grant is October 1, 2010 through September 30, 2011.

AMOUNT OF MONEY AND SOURCE:

\$	7,339.00	-	4000-433511-3023-273300-404001,	Title III B
	12,602.00	-	4000-432911-3252-514300-404001,	Title III C-1
	4,505.00	-	4000-434311-3254-316200-404001,	Title III C-2
	(232.00)	-	4000-436111-3255-316200-404001,	Title III D
	2,883.00	-	4000-436111-3255-316200-404001,	Title III E
	245.00	-	4000-433911-3023-273300-404001,	Ombudsman/ Elder Abuse
\$	27,342.00			

BACKGROUND/EXPLANATION:

On February 9, 2011, the Board approved the interim FY'11 Title III Grant Award in the amount of \$4,784,851.00. This revision will increase the FY'11 Title III Grant Award to \$4,812,193.00.

This revised NGA is for full funding of FY'11 Title III allocation and supersedes all previously issued NGAs. This grant is contingent upon the enactment of the FY'11 Federal Appropriation of funds for the Administration of the Older Americans Act. When the final appropriation is enacted, the grant award will be revised. The approval of this revised NGA will allow the Department to provide coordinated and accessible services for seniors in Baltimore City.

The grant award is late because it was recently received from the grantor.

MINUTES

Health Department - 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 the foregoing Revised FY'11 Notification of grant award from the Maryland Department of Aging.

MINUTES

Health Department - Agreements

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

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM

- | | | | |
|---|---|----|------|
| 1. | THE PEOPLE'S COMMUNITY HEALTH CENTER, INC./
MEDBANK AT THE PEOPLE'S PHARMACY | \$ | 0.00 |
| 2. | THE PEOPLE'S COMMUNITY HEALTH CENTER, INC./
NEW SONG COMMUNITY HEALTH CENTER | \$ | 0.00 |
| 3. | THE PEOPLE'S COMMUNITY HEALTH CENTER, INC./
HERO | \$ | 0.00 |
| 4. | THE PEOPLE'S COMMUNITY HEALTH CENTER, INC./
OPEN GATES HEALTH CENTER | \$ | 0.00 |
| 5. | THE PEOPLE'S COMMUNITY HEALTH CENTER, INC./
2525 KIRK AVENUE | \$ | 0.00 |
| 6. | THE PEOPLE'S COMMUNITY HEALTH CENTER, INC./
2524 KIRK AVENUE | \$ | 0.00 |
| 7. | GOODWILL INDUSTRIES OF THE CHESAPEAKE,
INC./JUVENILE SERVICES | \$ | 0.00 |
| The period of the agreement is July 1, 2011 through March 31, 2012. | | | |
| 8. | GOODWILL INDUSTRIES OF THE CHESAPEAKE,
INC./WAVERLY FAMILY SUPPORT CENTER | \$ | 0.00 |
| 9. | GOODWILL INDUSTRIES OF THE CHESAPEAKE,
INC./GENESIS JOBS | \$ | 0.00 |
| 10. | GOODWILL INDUSTRIES OF THE CHESAPEAKE,
INC./ADMINISTRATIVE OFFICE | \$ | 0.00 |
| 11. | BELAIR-EDISON HEALTHY COMMUNITY COALITION,
INC./NEW LIFE FAMILY ASSET CENTER | \$ | 0.00 |

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Health Department - cont'd

12.	THE HEARING AND SPEECH AGENCY OF METROPOLITAN BALTIMORE, INC.	\$ 0.00
13.	UNIVERSITY OF MARYLAND, BALTIMORE COLLEGE OF DENTAL SURGERY	\$ 0.00
14.	RECOVERY IN COMMUNITY, INC.	\$ 0.00
15.	BALTIMORE NEIGHBORHOODS, INC.	\$ 0.00
16.	THE JOHNS HOPKINS HOSPITAL/MARTIN LUTHER KING, JR. HEADSTART PROGRAM	\$ 0.00
17.	THE UNITED STATES OF AMERICA/NATIONAL LABOR RELATIONS BOARD	\$ 0.00
18.	THE U.S. DEPARTMENT OF VETERAN AFFAIRS/ BALTIMORE VETERAN ADMINISTRATION MEDICAL CENTER	\$ 0.00
19.	THE U.S. DEPARTMENT OF VETERAN AFFAIRS/ BALTIMORE VETERAN ADMINISTRATION REHABILITATION AND EXTENDED CARE CENTER	\$ 0.00
20.	CITY OF BALTIMORE LAW DEPARTMENT	\$ 0.00

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

MINUTES

Health Department - cont'd

SENIOR COMPANION PROGRAM

21. **GOODWILL INDUSTRIES OF THE CHESAPEAKE INC./GENESIS JOBS** \$ 0.00

The period of the agreement is July 1, 2011 through March 31, 2012.

22. **CYLBURN ARBORETUM ASSOCIATION, INC.** \$ 0.00

The period of the agreement is July 1, 2011 through March 31, 2012.

23. **HOUSING AUTHORITY OF BALTIMORE CITY** \$ 0.00

The above-listed organizations will serve as Volunteer Stations for the Senior Companion Program. Through a grant from the Corporation for National and Community Services, the Department sponsors the Senior Companion Program. The grant pays for 100% of the cost of Senior Companions to volunteer to assist special needs clients who want to remain in their homes. While the Senior Companions are on duty, the grant provides for their life insurance, transportation and other benefits.

The agreements are late because the Department was waiting on the signatures from the providers.

APPROVED FOR FUNDS BY FINANCE

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

ABSTAINED on item nos. 16 and 23.

MINUTES

Department of Housing and - Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Live Baltimore Home Center, Inc. (LBHC). The period of the agreement is July 1, 2011 through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$315,000.00 - 1001-000000-8151-700300-603051

BACKGROUND/EXPLANATION:

The LBHC will implement programs that will market Baltimore City by promoting the benefits of Baltimore City living to current residents and potential City residents. The LBHC has satisfactorily carried out marketing efforts under a previous agreement and desires to continue its marketing and promotional efforts.

MBE/WBE PARTICIPATION:

FOR FY 2011, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$20,000.00, AS FOLLOWS:

MBE: \$3,000.00

WBE: \$1,000.00

MINUTES

DHCD - cont'd

On June 22, 2011, 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 2011 Annual Action Plan for the following formula programs:

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

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2011 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreement was delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAS NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Live Baltimore Home Center, Inc. The Mayor **ABSTAINED**.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the land disposition agreement with RBN Consulting, LLC, developer, for the sale of the property located at 1307 E. Pratt Street.

AMOUNT OF MONEY AND SOURCE:

\$9,000.00 - Sale price

BACKGROUND/EXPLANATION:

A good faith deposit of \$900.00 has been received from the developer.

The project will consist of a private residence and office space for the developer. The purchase price of the property and the cost of renovation will be financed with private funds and a \$5,000.00 grant from the Good Neighbor Program.

The subject property was priced pursuant to the appraisal policy of Baltimore City. The Valuation Waiver was used in determining the price for this property, the subject property was priced at \$8,900.00.

MBE/WBE PARTICIPATION:

The property is not subject to Article 5, Subtitle 28 of the Baltimore City Code.

This item was **DEFERRED** for two weeks.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the land disposition agreement with HK & S Holdings, LLC, developer, for the sale of the property located at 1830 McCulloh Street.

AMOUNT OF MONEY AND SOURCE:

\$5,000.00 - Sale price

BACKGROUND/EXPLANATION:

A good faith deposit of \$500.00 has been received from the developer.

The project will consist of the rehabilitation of the property for sale for owner occupancy. The property will be marketed for \$150,000.00.

Once transferred and redeveloped the property will be active on the tax rolls of Baltimore City thereby preventing tax abandonment.

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

Pursuant to the appraisal policy, the subject property was priced at \$7,000.00 by performing a waiver valuation. The following factors are present, thusly allowing for its sale below the Valuation Waiver price, (1) stabilizing the immediate community (2) elimination of blight, (3) economic development, creation of jobs, real estate and other taxes, (4) and the properties are being sold for less than the valuation waiver because of the condition of each of the properties which require extensive and immediate remediation.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

The property is not subject to Article 5, Subtitle 28 of the Baltimore City Code because it will be sold for less than \$25,000.00.

(FILE NO. 57211)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with HK & S Holdings, LLC, developer, for the sale of the property located at 1830 McCulloh Street.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the land disposition agreement with Alexis Cenko, developer, for the sale of the property located at 752 Reservoir Street.

AMOUNT OF MONEY AND SOURCE:

\$5,000.00 - Sale price

BACKGROUND/EXPLANATION:

A good faith deposit of \$500.00 has been received from the developer.

The project will consist of the rehabilitation of the property for occupancy by the developer's family.

Once transferred and redeveloped the property will be active on the tax rolls of Baltimore City thereby preventing tax abandonment.

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

The subject property was priced at \$5,000.00 pursuant to the appraisal policy. The Waiver Valuation was used in determining the price for this property. The following factors are present, (1) stabilizing the immediate community (2) elimination of blight, (3) economic development, creation of jobs, real estate and other taxes, (4) and the opportunity to have a quick rehabilitation of the property.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

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

(FILE NO. 57211)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Alexis Cenko, developer, for the sale of the property located at 752 Reservoir Street.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the land disposition agreement with Tu Casa Development Group, LLC, developer, for the sale of the properties located at 212, 221, 222, 223, 225, and 229 N. Madeira Street.

AMOUNT OF MONEY AND SOURCE:

<u>Sale Price</u>	<u>Address</u>
\$2,000.00 -	212 N. Madeira St.
2,000.00 -	221 N. Madeira St.
2,000.00 -	222 N. Madeira St.
2,000.00 -	223 N. Madeira St.
2,000.00 -	225 N. Madeira St.
2,000.00 -	229 N. Madeira St.
\$12,000.00	TOTAL

BACKGROUND/EXPLANATION:

The Developer will use private funds for the acquisition and rehabilitation of the properties. No City funds are being requested for the project.

The project will consist of the rehabilitation of the six vacant properties on this small street to make a large impact. The renovation of these six homes will eliminate more than half the vacant buildings on the street and will more than double the number of homeowners once construction is complete.

C.A.R.E. Community Association, Inc. submitted a letter of support dated, June 7, 2011 for Tu Casa Development Group, LLC's redevelopment efforts.

Once transferred and redeveloped the properties will be active on the tax rolls of Baltimore City thereby preventing tax abandonment.

MINUTES

DHCD - cont'd

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

The subject properties were priced pursuant to the appraisal policy. The Waiver Valuation process was used in determining the price for each property to be \$5,000.00. The following factors are present for each property, thusly allowing for its sale below the Waiver Valuation price, (1) stabilizing the immediate community (2) elimination of blight, (3) economic development, creation of jobs, real estate and other taxes, (4) and the properties are being sold for less than the valuation waiver because of the condition of each of the properties which require extensive and immediate remediation.

MBE/WBE PARTICIPATION:

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

MWBOO SET GOALS OF 27% MBE AND 10% WBE.

(FILE NO. 57211)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Tu Casa Development Group, LLC, developer, for the sale of the properties located at 212, 221, 222, 223, 225, and 229 N. Madeira Street.

MINUTES

Department of Housing and Community Development (DHCD) - Side Yard Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve a policy that will allow the disposition of City-Owned vacant lots up to 1,500 square feet to adjacent owner-occupants and non-owner occupants for a fixed price.

AMOUNT OF MONEY AND SOURCE:

\$500.00 per 1500 square feet (.33/SF) - adjacent owner occupants
\$1,000.00 per 1500 square feet (.66/SF) - non-owner occupants

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. It is understood that the policy is a City Policy applying to all City-owned land.

Currently, there are a number of City-owned vacant lots that are adjacent to occupied properties. Unfortunately, some of these lots have become blighting influences in their community enabling illegal dumping, drug-related activities and other undesirable behaviors. Many property owners have expressed interest in extending the boundaries of their property by acquiring a City-owned lot and many have taken the initiative to maintain the lots through their own labor and investments. In doing so, residents increase property values and create social and environmental benefits that beautify Baltimore's neighborhoods. In recognition of the effort put forth by the adjacent owners and the increasing demand for side yards, the DHCD proposes a new initiative to allow adjacent owners the opportunity to purchase the vacant lots adjacent to their homes at a low-fixed price.

The rationale behind this initiative is that by conveying the vacant lot, adjacent owners with a vested interest in the site will return the property to productive use, eliminate blight and generate tax revenue for the City. This policy lays out the criteria and procedures for the transfer of vacant lots to adjacent property owners.

MINUTESDHCD - cont'd

In order to determine whether a vacant lot qualifies for a sale as a side yard, the DHCD's Land Resources Division will ensure:

1. The vacant lot is immediately adjacent to an owner-occupied property or a business (left, right or rear of the property),
2. the prospective purchaser must be current on taxes, water bills and have no open citations, and
3. the prospective purchaser agrees that the lot will not be developed for a minimum of ten years.

Disposition Procedure

A qualified adjacent owner making application to acquire a City-owned vacant lot must apply to the DHCD's Land Resources Division, which will check that the criteria are satisfied as well as check that there are no major development plans in which the side yard could not be accommodated. In addition the DHCD will inform agencies with potential interest in the property.

Once the Department approves the transfer, it will convey the property under a Land Disposition Agreement (LDA) for the subject site(s). In recognition of the adjacent owner's commitment to preserve the lot as an undeveloped site, appraisals will be waived and the price per lot will be set at \$500.00 for owner-occupied adjacent properties and \$1,000.00 for non-owner occupied adjacent properties.

Each LDA will specify the conditions under which the Purchaser must abide by in exchange for the fixed purchase price. An example of such language is as follows:

Permissible Uses: For purposes of this agreement a side yard is defined as the open space at grade level between a building and the adjoining lot lines, unoccupied and unobstructed by any portion of a structure from the ground upward, except (subject to zoning approval) the following permissible items:

MINUTES

DHCD - cont'd

1. deck
2. garage/shed
3. temporary storage container
4. gazebo

Policy Against Speculation:

The purchaser represents and agrees that its purchase of the Property and its other undertakings pursuant to this agreement are, and will be used, for the purpose of preserving the Property as an undeveloped lot for use as a side yard. The purchaser further recognizes that its proximity to the vacant lot and commitment to use the property as a side yard are one of several criteria influencing the City to enter into this agreement and that any use that is not in accordance with the terms of this agreement is of particular concern to the City.

Default by Purchaser:

Notwithstanding anything in this agreement to the contrary, the provisions contained in this paragraph will only apply during the period subsequent to the conveyance of the City property, or any part thereof, to the side yard purchaser. In the event that the purchaser defaults in its obligations with respect to any conditions and covenants contained in this agreement, including but not limited to maintaining the City Property in accordance with all zoning and Urban Renewal Ordinances or other codes that are applicable, and the cure of any default is not commenced within thirty days after written demand by City, and continued diligently thereafter, the City will have the right to re-enter the City Property and/or take any and all action necessary to take possession of the City Property and to terminate the estate conveyed to the purchaser. Purchaser will pay upon demand by City, any and all charges incurred as a result of such default. In the event the estate conveyed to purchaser be terminated thereby, title to said City Property will immediately revert in

MINUTES

DHCD - cont'd

City. That any revesting of title as a result thereof in the City will always be subject to and limited by, and subordinate to and will not defeat, render invalid, or limit in any way the lien of any mortgage or deed of trust authorized by this agreement and executed for the sole purpose of obtaining funds for the acquisition and development of the site or any rights under any other document further securing any mortgagee or deed of trust holder sums advanced in accordance with this agreement, or any rights or interest provided in this agreement for the protection of the holders of such mortgages or deed of trust. In addition, in the event of any default and the revesting or title hereunder, the City will have the right to retain the amount paid on account of the purchase price of the City Property and the good faith deposit, if any, as its property without any deduction, offset, or recoupment whatsoever; and the Design Development Plans and/or Construction Plans which may have been submitted by the side yard Purchaser to the Department pursuant to this agreement will become the sole property of the City, for its use or assignment to others at its sole option.

(FILE NO. 57242)

UPON MOTION duly made and seconded, the Board approved the Side Yard Policy that will allow the disposition of City-Owned vacant lots up to 1,500 square feet to adjacent owner-occupants and non-owner occupants for a fixed price.

MINUTES

Office of the President - Governmental/Charitable
Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a governmental/charitable solicitation application that has been approved by the Board of Ethics of Baltimore City for donations for the enhancement of recreational programs offered to Baltimore City youth and seniors. The period of the campaign will be effective upon Board approval through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Board of Ethics of Baltimore City approved the application on August 10, 2011. The Office of the President will be soliciting area business and civic leaders. A potential donors list will be comprised of individuals and corporate entities that have a demonstrated history of providing financial and in-kind contributions to the restoration of any City-owned park and/or the administration of recreational programs. Most of the individual and corporate entities fitting that description are not controlled donors. However, those potential donors who are controlled donors with respect to the Department of Recreation and Parks, the City Council, or the Board of Estimates will not be targeted or singled out in any way and will be solicited, if at all in the same manner as all other potential donors.

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 designee.

MINUTES

Office of the President - cont'd

In order to adequately prepare youth to thrive academically, socially, and emotionally in the future, the City must provide them with a wide range of opportunities to strengthen their self confidence, develop latent leadership skills, and to learn from positive role models. These experiences should be offered through the Department of Recreation and Parks.

Due to current Budget restraints, the Department of Recreation and Parks and CARE are limited in the diversity and scope of services it can provide to our youth and seniors. These constituency groups require social, recreational, and rehabilitative programs that should not be reduced or eliminated because of a limited City budget. The Council President's goal is to increase and enhance the selection of recreational programs offered by these departments. The activities to be augmented by the fundraising campaign include but are limited to team and individual sports, swimming, movie days, cooking classes, talent shows, theatre productions, academic mentoring, and arts and crafts activities.

"All specific solicitation campaigns for particular purposes/programs must be first approved in writing by the Director of Recreation and Parks or CARE and coordinated with any other ongoing campaigns in support of the Department's recreational programs. No donation may be accepted with the conditions as to its use unless that donation and any conditions have been approved in writing by the Director of Recreation & Parks, or CARE. The periodic reports required to be filled with the Ethics Commission shall be simultaneously provided to the Director of Recreation & Parks or CARE."

(FILE NO. 57133)

UPON MOTION duly made and seconded, the Board endorsed the governmental/charitable solicitation application that has been approved by the Board of Ethics of Baltimore City for donations for the enhancement of recreational programs offered to Baltimore City youth and seniors. The President **ABSTAINED**.

MINUTES

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

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

1. **CARROLL COUNTY** **\$ 60,349.00**

Account: 4000-490912-3573-333677-603051

This intergovernmental grant agreement will provide funds to Carroll County to provide comprehensive diagnostic and treatment services, education and intensive case management services to approximately 10-15 HIV/AIDS clients as well as assistance to include, but not limited to short-term rent, mortgage, security deposits, utilities, food vouchers, transportation, and nutritional supplements. The period of the grant agreement is July 1, 2011 through June 30, 2014.

2. **PRISONER'S AID ASSOCIATION OF MARYLAND (PAA)** **\$ 57,377.00**

Account: 4000-496211-3572-591425-603051

The PAA will operate transitional housing with a supportive service program for approximately 16 homeless female ex-offenders of Baltimore City. The funds will be used for staff costs to provide support services for these clients who reside in PAA's transitional housing units. The PAA will ensure that all clients are homeless female ex-offenders in Baltimore City with a very low income level. The period of the agreement is March 1, 2011 through February 29, 2012.

3. **MUNICIPAL INFORMATION SYSTEMS, INC. (MISI)** **\$125,575.00**

Account:	4000-485910-5750-643495-603051	\$ 18,000.00
	4000-496211-3571-591495-603051	\$107,575.00

The MISI will maintain the Baltimore Homeless Services server on which its homeless tracking system resides. The MISI will also evaluate, select and subcontract with a

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following page:

2688

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>			
1.	\$ 87,071.00	9950-902942-9509	9950-909826-9508-2
	MVR	Constr. Reserve	Contingencies
		Argonne Drive	Recon. Rehab. or
			Resurfacing Project
			No. 1074 Task 23

This transfer will fund costs associated with change order no. 23 on Project TR 08039 with Rummel, Klepper & Kahl, LLP for improvements to Recon. Rehab or Resurfacing Project No. 1074.

Department of Housing and Community Development

2.	\$1,770,000.00	9992-919986-9587	
	37 th CDBG	Housing Repair	
		Assistance	
		Reserve A/C	
	900,000.00	-----	9992-932003-9593
			Deferred Loan
			Program
	<u>870,000.00</u>	-----	9992-914089-9593
	\$1,770,000.00		Emergency Roof
			Repair

This transfer will provide funds for the Housing Repair Assistance programs for fiscal year 2012.

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.	7 N. Calvert St.	FCP Munsey, LLC	Handicap ramp 96 sq. ft.
	Annual Charge: \$ 70.30		
2.	3300 Fleet St.	Jasmin Carbaugh	Handicap ramp 7' x 4', step 5' x 4'
	Annual Charge: \$105.50		
3.	Harford Road and Argonne Drive	The Neighborhoods of Greater Lauraville, Inc.	Community Identifi- cation sign
	Annual Charge: \$ 0.00		

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

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

MINUTESDepartment of General Services - Temporary Construction Easement Agreements

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

1. **KEY HIGHWAY ASSOCIATES, LLC/** **\$16,647.00**
1301 BOYLE STREET

Account: 9950-902365-9508-900020-704001

The Department of Transportation is proposing a project to replace the Fort Avenue Bridge over CSXT. In the design of this project a staging area for the contractor is needed. The property owners of 1301 Boyle Street have agreed to allow the City's contractor to use their entire property for the length of the contract. The value of the temporary construction easement has been reviewed and approved by the Department of Real Estate.

APPROVED FOR FUNDS BY FINANCE

2. **PHILLIPS HEADQUARTERS, LLC/** **\$ 0.00**
1215 EAST FORT AVENUE

The Department of Transportation is proposing to remove and install new landscaping and reconstruct the driveway on a portion of the property owned by Phillips Headquarters, LLC, located at 1215 East Fort Avenue. This temporary construction easement will allow the City's contractor access to the property to perform this work in conjunction with the Department of Transportation Project No. TR-11310, Fort Avenue Bridge over CSXT. The period of the agreement is effective upon Board approval for one year.

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

MINUTES

Department of General Services - Expenditure of Funds

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$21,500.00 - FTI Consulting (FTI)
30,000.00 - Environmental Resources Management
\$51,500.00 - 9916-902830-9197-900000-703032

BACKGROUND/EXPLANATION:

On March 31, 2004 the Board approved an agreement to participate in a coalition with other responsible parties and pay monetary assessments to fund the investigation and clean up of the 68th Street Dumpsite. The coalition is comprised of property owners and contributors of waste deposited at the site, and was established to streamline the work, and minimize design, construction, legal and other costs to each member.

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

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

The Law Department concurred with this expenditure of funds.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTESDepartment of General Services - cont'd**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$140,500.00 General Fund	9916-901830-9194 Reserve 68 th Street Dump Site - Environ- mental	9916-902830-9197 Active 68 th Street Dump Site - Environ- mental
39,500.00	" "	" "
<u>MVR</u> \$180,000.00		

These funds will support Task No. 002 for KCI Technologies, Inc., under Project 1133K, to provide engineering and environmental science services to the Energy Division and the Law Department for the 68th Street Sites Project in accordance with their proposal dated June 16, 2011. The funds will also cover in-house costs and a payment of \$51,500.00 to the 68th Street Coalition, of which the City is a member, to fund the Coalition's consultant services as required by the USEPA.

(FILE NO. 56148)

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

MINUTES

Baltimore Convention Center - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Mr. DeShaun Steele. The period of the agreement is effective upon Board approval for 52 weeks.

AMOUNT OF MONEY AND SOURCE:

\$31,200.00 - 1001-000000-5311-391300-603026
(\$30.00 per hr. X 20 hrs. per week)

BACKGROUND/EXPLANATION:

Mr. Steele will work as a Network Engineer for the Baltimore Convention Center as a contract employee.

Mr. Steele is a former full-time employee of the Baltimore Convention Center where he held the position of Network Engineer for 4 ½ years. Due to the cutbacks in the Operating Budget, one of two full-time positions was eliminated. For the past year, Mr. Steele has been on contract with the agency, acting as a critical back-up and assisting in upgrades and projects associated with IT needs. He also serves as the emergency contact when the full-time person is out of the office.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Mr. DeShaun Steele.

The Mayor **ABSTAINED**.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 1 to URS Corporation under Project 1123, On-call Transportation Planning/Policy/Feasibility Studies.

AMOUNT OF MONEY AND SOURCE:

\$146,555.81 - 6000-617212-2303-251600-603018

BACKGROUND/EXPLANATION:

This task provides authorization for planning and research services to assess potential commercial vehicle enforcement, monitoring and routing technologies for Baltimore City.

MWBOO SET MBE GOALS AT 21% AND WBE GOALS AT 9%.

MWBOO FOUND VENDOR IN COMPLIANCE.

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 1 to URS Corporation under Project 1123, On-call Transportation Planning/Policy/Feasibility Studies.

MINUTES

Office of the State's Attorney - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay the Client Protection Fund of the Bar of Maryland (CPF).

AMOUNT OF MONEY AND SOURCE:

\$30,305.00 - 1001-000000-1150-118000-603026

(not to exceed \$35,000.00)

BACKGROUND/EXPLANATION:

The Client Protection Fund of the Bar of Maryland (formerly The Clients' Security Trust Fund) was created in 1965 for the purpose of maintaining the integrity and protecting the good name of the legal profession. The CPF, which is supported financially by practicing attorneys, reimburses claimants for losses caused by theft of funds by members of the Maryland Bar, acting either as attorneys or as fiduciaries. Payment of the Client Protection Fund assessment is required to practice law in Maryland.

The Baltimore City State's Attorney Office will cover the mandatory CPF fee of \$145.00 for 209 prosecutors.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay the Client Protection Fund of the Bar of Maryland.

MINUTES

EXTRA WORK ORDER

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Order

listed on the following page:

2697

the EWO has been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

MINUTES

EXTRA WORK ORDER

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

Bureau of Water and Wastewater

1. EWO #006, \$	0.00	- ER 4025, Urgent Needs Environmental Restoration		
\$ 478,740.00	\$ 52,165.10	Baltimore Pile Driving, Inc.	730	50
			CCD	

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|--|-------------|---------|
| 1. THE ASSET STORE d/b/a
OVERSTOCK OUTLET | \$27,900.00 | Low Bid |
|--|-------------|---------|
- Solicitation No. B50002014 - Bed Sets (Mattresses, Bed Frames, and Mattress Covers) - Fire Department - Req. No. R577384

The period of the award is August 17, 2011 through August 16, 2012, with two 1-year renewals.

- | | | |
|---|-------------|---------------------------|
| 2. RAYTHEON PROFESSIONAL
SERVICES, LLC | \$67,940.00 | Sole Source/
Agreement |
|---|-------------|---------------------------|
- Solicitation No. 08000 - GM Vehicle and Commercial Technical Training - General Services - Req. No. R572996

The Board is requested to approve and authorize execution of an agreement with Raytheon Professional Services, LLC. The period of the agreement is effective upon Board approval for one year, with the option at the City's discretion to renew for three additional one-year terms.

The vendor is GM's sole authorized provider for commercial technician and government fleet training on GM vehicles.

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

(FILE NO. 57210)

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|---|--|---------|
| 3. MARYLAND INDUSTRIAL | | Renewal |
| TRUCKS, INC. | | |
| Solicitation No. 08000 - OEM Parts and Service for Elgin Sweepers and Vactor Sewer Vacs - Department of General Services - P.O. No. P504159 | | |

On October 1, 2008, the Board approved the initial award in the amount of \$1,400,000.000. The award contained two 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$1,500,000.00 is for the period November 30, 2011 through November 29, 2012, 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 (d)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

- | | | |
|---|--|----------|
| 4. MARYLAND INDUSTRIAL | | Increase |
| TRUCKS, INC. | | |
| Solicitation No. 06000 - Elgin Street Sweepers - Department of General Services - Req. Nos. R578851 and R581566 | | |

On January 19, 2011, the Board approved the initial award in the amount of \$742,960.00. This increase in the amount of \$2,228,880.00 is necessary to purchase 12 additional fleet street sweeper units and will make the total award amount \$2,971,840.00.

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

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

5. ALBAN TRACTOR

COMPANY	\$ 40,000.00	Extension
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Solicitation No. B50000562 - Caterpillar Maintenance and Repair - Department of Public Works, Bureau of Solid Waste - P.O. No. P510584

On August 20, 2008, the Board approved the initial award in the amount of \$200,000.00. On August 26, 2009, the Board approved a renewal in the amount of \$200,000.00. A new solicitation, No. B50002090 has been issued for this requirement with bids due on September 14, 2011. This extension in the amount of \$40,000.00 is necessary to allow time to complete the solicitation process.

MWBOO GRANTED A WAIVER.

6. WASTE EQUIPMENT SALES

AND SERVICE, LLC	\$ 0.00	Renewal
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Solicitation No. 08000 - O.E.M. Parts and Services for New Way E-Z Pacs and K-Pacs - Department of General Services - P.O. Nos. 504705 and P504715

On October 1, 2008, the Board approved the initial award in the amount of \$3,200,000.00. The award contained two 1-year renewal options. This renewal is for the period October 1, 2011 through September 30, 2012, 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 (d)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|---|--------------|---------|
| 7. E.J. WARD, INC. | \$100,000.00 | Renewal |
| Solicitation No. 08000 - O.E.M. Parts and Services for E.J. Ward Canceivers - Department of General Services - P.O. No. P504162 | | |

On October 1, 2008, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$100,000.00 is for the period October 1, 2011 through September 30, 2012, 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 (d)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

- | | | |
|--|--------------|---------|
| 8. BRODY TRAILER | \$100,000.00 | Renewal |
| Solicitation No. 08000 - Repair of Transfer Trailers and Tankers - Department of General Services - P.O. No. P504932 | | |

On October 22, 2008, the Board approved the initial award in the amount of \$30,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$100,000.00 is for the period October 22, 2011 through October 21, 2012, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

9. OLD DOMINION BRUSH

COMPANY	\$ 0.00	Renewal
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Solicitation No. 08000 - O.E.M. Parts and Service for ODB
Brand Leaf Collection Systems - Department of General Services
- P.O. No. P505248

On October 29, 2008, the Board approved the initial award in the amount of \$800,000.00. The award contained two 1-year renewal options. This renewal is for the period October 29, 2011 through October 28, 2012, 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 (d)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

10. GT&S

\$ 20,000.00	Increase
--------------	----------

Solicitation No. B50000994 - Compressed Gases - Department of General Services - P.O. No. P507522

On April 1, 2009, the Board approved the initial award in the amount of \$14,000.00. Subsequent actions have been approved. Additional funds are required due to an increase in use of Compressed Gases from this vendor. This increase in the amount of \$20,000.00 will make the award amount \$68,000.00.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
11. S.T.A.R. ASSOCIATES, INC.	\$103,400.00	Increase
Solicitation No. B50000570 - Transportation for the Hooper Center - Health Department - P.O. No. P511277		

On October 1, 2008, the Board approved the initial award in the amount of \$288,750.00. Subsequent actions have been approved. This increase in the amount of \$103,400.00 will provide funds for services through February 29, 2012. Funding is incrementally requested because of the uncertainty as to the future volume needed of these services. This increase will make the award amount \$725,650.00.

MWBOO GRANTED A WAIVER.

12. DATA TICKET, INC.	\$ 27,000.00	Renewal
Solicitation No. B50001176 - Provide Driver Motor Vehicle Information - Department of Finance, Bureau of Revenue Collections - Req. No. P510326		

On September 16, 2009, the Board approved the initial award in the amount of \$38,760.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$27,000.00 is for the period October 1, 2011 through September 30, 2012, with two 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|--|---------|---------|
| 13. TRIANGLE SIGN AND SERVICE, LLC | \$ 0.00 | Renewal |
| Solicitation No. B50000553 - Way Finding Signage Baltimore City Heritage - Office of the Mayor, Baltimore City Heritage Area - Req. Nos. Various | | |

On August 20, 2008, the Board approved the initial award in the amount of \$641,648.00. The award contained two 1-year renewal options. This renewal is for the period August 20, 2011 through August 19, 2012, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------|---------|
| 14. WALTERS RELOCATIONS, INC. | \$100,000.00 | Renewal |
| Solicitation No. B50001094 - Moving Services for Lead Abatement Program - Health Department - P.O. No. P509951 | | |

On August 12, 2009, the Board approved the initial award in the amount of \$133,929.00. The award contained three 1-year renewal options. On August 18, 2010, the Board approved a renewal in the amount of \$25,000.00. This renewal in the amount of \$100,000.00 is for the period August 12, 2011 through August 11, 2012, with one 1-year renewal option remaining.

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>
---------------	------------------------	--------------------

Bureau of Purchases

- | | | |
|--|--------------|-------------------------------------|
| 15. AMAZING SECURITY AND INVESTIGATIONS, LLC | \$ 60,000.00 | Amendment to Agreement and Increase |
| Solicitation No. B50001173 - Armed Security Guards - Department of Recreation and Parks - P.O. No. P511351 | | |

The Board is requested to approve and authorize execution of an amendment to agreement with Amazing Security and Investigations, LLC. The amendment to agreement is effective upon Board approval through December 31, 2011, with three 1-year renewal options.

On November 25, 2009, the Board approved the initial award in the amount of \$155,000.00. Subsequent actions have been approved. This amendment to agreement adds the City pools at the Department of Recreation and Parks to the areas utilizing armed security guards. This increase in the amount of \$60,000.00 will make the award amount \$312,396.52.

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

(FILE NO. 57210)

- | | | |
|---|--------|------------|
| 16. TRIAD SECURITY SERVICES | \$0.00 | Rescission |
| Solicitation No. B50002005 - Providing Uniformed, Armed Security Guards - Recreation and Parks - P.O. No. P517709 | | |

On July 13, 2011, the Board approved the initial award in the amount of \$110,240.00 to Triad Security Services. However, it is no longer in the best interest of the City to execute this contract. Security services for the agency will be provided under an existing purchase order.

UPON MOTION duly made and seconded, the Board approved the foregoing informal award, renewals, increases to contacts and extensions. The Board also approved and authorized execution 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 - cont'd

the agreements with the Raytheon Professional Services, LLC (item no. 2), and the amendment to agreement with Amazing Security and Investigations, LLC (item no. 15). The Mayor **ABSTAINED** on item no. 13

MINUTES

Bureau of Purchases - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Baltimore City Board of School Commissioners. The period of the agreement is August 17, 2011 through June 30, 2013, with two 1-year renewal options.

AMOUNT OF MONEY AND SOURCE:

Revenue Contract

BACKGROUND/EXPLANATION:

The Bureau of Purchases, Digital Document Division, currently operates a copy center at the headquarters of the Baltimore City School System, located at 200 E. North Avenue. The Digital Document Division (Print Shop) provides staff, supervision and variety of printing and graphics services for the school system.

(FILE NO. 57210)

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

MINUTES

Department of Public Works - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with Hanover Canton, LLC.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Hanover Canton, LLC, the developer, has entered into an agreement to acquire a parcel of land at 3607 O'Donnell Street. Hanover Canton, LLC will develop approximately 440 rental dwelling units (but no more than 470 units), approximately 17,000 - 28,500 square feet of ground floor retail space (but no more than 30,000 square feet of retail space), and a 650 parking space garage. As currently designed, a portion of the proposed development will encroach into two separate sanitary sewer easements currently benefiting the City.

The purpose of the MOU is to outline the general understanding and agreement of the parties as it relates to, among other things, the encroachment of a portion of the proposed development into the easements, the City's agreement to amend the easements, the obligations of the developer (i) to repair any damage to the sewer line and/or the sewer line incasing caused by developer during construction of the proposed development in the areas where the proposed development encroaches into the easements; (ii) after construction, to indemnify and hold the City harmless from any damage caused to the proposed development no matter what the cause of the damage, exclusive of the City's gross negligence or willful misconduct or damage caused by the City in connection with exercise of its rights to relocate the sewer line; (iii) after construction, to indemnify and hold harmless the City for damage to the sewer line in the areas where the proposed development encroaches in

MINUTES

Department of Public Works - cont'd

the easements in circumstances where the City can prove the damage to the sewer line is directly attributable to the proposed development and (iv) the developer's additional obligation to provide a letter of credit, performance bond or cash escrow in the amount of \$500,000.00 to the City to cover the developer's obligations during construction and for a period of three years after the issuance of a certificate of occupancy on the portion of the proposed development that encroaches into the easements.

(FILE NO. 57248)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with Hanover Canton, LLC.

MINUTES

Bureau of Water and Wastewater - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 12 to EMA, Inc. under Project 1082, On-call WC 1223, AMR Phase I Design, and Procurement Services.

AMOUNT OF MONEY AND SOURCE:

\$333,221.86 - 9960-905647-9557-900020-703032

BACKGROUND/EXPLANATION:

Under this task assignment, the EMA, Inc. will provide Automatic Meter Reading (AMR) Phase I Design and Procurement Services and will review the validity of the recommendations made in the previous report.

The EMA, Inc. will update the City's project team on the goals and direction and reach a consensus and agreement to move forward. The EMA, Inc. will meet with City teams regularly and, establish an agenda to include completed work, and upcoming tasks. The EMA, Inc. will also establish a budget and schedule status, deliverables, study current situations, functional requirements, and AMR procurement and implementation plan.

The EMA, Inc. will also develop a project survey template for City staff input, needs, conduct surveys, AMR system and technology workshops prepare memoranda, develop procurement and implementation plan, cost estimates, and vendor work statements. The EMA, Inc. will negotiate vendor contracts, and finalize plans for vendor requests and proposals, quality assurance, maintenance and City staff training.

The EMA, Inc. will provide an automatic meter reading/automated metering infrastructure system suppliers list, prepare a Request for Qualifications, advertisement, suppliers evaluation and short list, interview suppliers and evaluation/selection, finalize the bid document and recommendation reports to the City.

MINUTES

Bureau of Water and Wastewater - cont'd

The EMA, Inc. was approved by the Office of Boards and Commissions and the Architectural & Engineering Awards Commission.

MWBOO FOUND VENDOR IN COMPLIANCE.

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>
\$200,000.00	9960-9558-906133	
Water Utility	Constr. Res.	
Funds	Meter Replacement	
200,000.00	" " "	
<u>Counties</u>		
\$400,000.00		
\$333,345.63	-----	9960-905647-9527-3
		Engineering
<u>66,654.37</u>	-----	9960-905647-9557-9
\$400,000.00		Administration

The funds are required to cover the cost of services for the design, procurement, and review of the Automated Meter Reading System.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 12 to EMA, Inc. under Project 1082, On-call WC 1223, AMR Phase I Design, and Procurement Services. 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.

MINUTES

Bureau of Water and Wastewater - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve task assignment no. 024, with Johnson, Mirmiran & Thompson, Inc. (JM&T) for Project No. 1076 J on-call SC 852R, Provide Construction Management Services.

AMOUNT OF MONEY AND SOURCE:

\$157,556.72 - State
36,103.24 - Baltimore County
16,977.36 - Water Revenue Bonds
\$210,637.32 - 9956-910533-9551-900020-705032

BACKGROUND/EXPLANATION:

JM&T will provide construction management services on SC 852R, Denitrification Filters and Related Work for the Enhanced Nutrient Removal Facility at the Patapsco Wastewater Treatment Plant.

MWBOO FOUND THE VENDOR IN COMPLIANCE

APPROVED FOR FUNDS BY FINANCE

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

(FILE NO. 55986)

UPON MOTION duly made and seconded, the Board approved task assignment no. 024, with Johnson, Mirmiran & Thompson, Inc. for Project No. 1076 J, on-call SC 852R, Provide Construction Management Services.

MINUTES

Baltimore Development Corporation - Baseline Services
Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the baseline services memorandum of understanding (MOU) with the Waterfront Management Authority. The MOU extends the period of the agreement through April 23, 2015.

AMOUNT OF MONEY AND SOURCE:

\$406,000.00 - 1001-000000-5902-420200-607001

BACKGROUND/EXPLANATION:

The Waterfront Management District was created with the goal of providing critical services to the Inner Harbor to create a clean, attractive and welcoming waterfront to citizens and visitors. Ordinance 07-417, approved on April 24, 2007 authorized the creation of the Waterfront Management District and the Authority for four years. The Authority was extended for an additional four years, through April 23, 2015, by Resolution 11-29, approved on March 7, 2011.

The Waterfront Partnership of Baltimore, Inc. (WPB) is a non-profit corporation that was established in October 2005. It has administered the day-to-day operations for the Authority since its inception. Its mission is to create a clean, attractive and welcoming waterfront by providing certain supplemental services in addition to the baseline services handled by City agencies. Supplemental services include landscaping, cleaning, and maintenance of public spaces at the waterfront, and trained safety and hospitality guides. The WPB partners with City agencies and the private sector work to achieve the highest possible standards in the delivery of services for the benefit and enjoyment of all, who visit, work or live in the Waterfront District.

MINUTES

BDC - cont'd

The Waterfront District is supported by a surcharge paid by property owners, grants or other payments made by non-profit owners in the District and City funding. The City appropriated \$406,000.00 in FY 2012. The WPB's total budget for FY 2012 is \$2,400,000.00. The City funding is dedicated to certain supplemental services in the Waterfront District on City-owned or tax-exempt property, to include landscaping; clean teams; maintenance of the Walter Sondheim Fountain; event management; and hospitality guides.

The Board is being asked to extend the agreement for four years (coterminous with Resolution 11-27) that: 1) establishes the baseline level services that the City through the Departments of Housing and Community Development, Recreation and Parks, Public Works, Transportation and the Police will provide in the Waterfront District; 2) describes the supplemental services that the Authority will provide; and 3) provides for the billing, collection and recordkeeping of the Waterfront District surcharge on property owners and disbursements of City funding.

MBE/WBE PARTICIPATION:

The Authority will comply with Article 5, Subtitle 28 of the Baltimore City Code with respect to Minority and Women's Business Participation.

(FILE NO. 55221D)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the baseline services memorandum of understanding with the Waterfront Management Authority. The Mayor **ABSTAINED**.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Personnel matters

listed on the following pages:

2716 - 2717

The Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

The contracts were approved

by the Law Department

as to form and legal sufficiency.

MINUTES**PERSONNEL**Department of Human ResourcesMayor's Office of Human Services1. Abolish the following two vacant positions:

00419 - Homeless Program Coordinator
 Grade 088 (\$38,939.00 - \$47,176.00)
 Job No. 1191-14257

84321 - Human Service Worker I
 Grade 556 (\$38,820.00 - \$44,687.00)
 Job No. 1191-48469

Savings (\$116,358.00) - 1001-000000-1191-594500-601001
 1001-000000-1191-594600-601001

Department of Transportation2. a. Create the following seven positions:

72133 - Bridge Project Engineer
 Grade 119 (\$61,900.00 - \$87,500.00)
 One position

33212 - Office Assistant II
 Grade 075 (\$26,316.00 - \$29,913.00)
 One position

33213 - Office Assistant III
 Grade 078 (\$27,958.00 - \$32,241.00)
 One position

42221 - Construction Project Supervisor I
 Grade 115 (\$51,000.00 - \$72,200.00)
 One position

72713 - Engineering Associate III
 Grade 092 (\$45,992.00 - \$56,004.00)
 One Position

42213 - Public Works Inspector III
 Grade 092 (\$45,992.00 - \$56,004.00)
 Two positions

MINUTES

PERSONNEL

Dept. of Transportation - cont'd

b. Abolish the following nine positions:

Job Nos. 5011-35707, 5011-35660, 5011-35714, 5011-35710,
5011-35659, 5011-35709, 5011-35712 and 5011-35711

42211 - Public Works Inspector I
Grade 084 (\$33,510.00 - \$39,994.00)
Eight positions

Job No. 5034-21701

72612 - Survey Technician II
Grade 081 (\$30,223.00 - \$35,806.00)
One position

Costs: \$41,940.00 - 3001-000000-5011-382800-601001
(44,604.00) - 1001-000000-5034-384500-601001
(\$ 2,664.00) - Savings

The Bureau of Budget and Management Research will assign job numbers for the new positions upon Board approval.

MINUTES

Department of Planning - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with the State of Maryland, Department of Natural Resources Critical Area Commission. The period of the agreement is July 1, 2011 through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$14,000.00 - 5000-507412-1875-517600-600000

BACKGROUND/EXPLANATION:

This grant agreement will provide the City with funding to continue the work under the Chesapeake and Atlantic Coastal Bays Critical Area Protection Program by extending the State's support. The State has provided support for this project since 1988 and there is no local match required.

The funds will be used to help offset the operating costs incurred by the Department of Planning in ensuring the City's compliance with the State Chesapeake Bay Critical Area Protection Law.

APPROVED FOR FUNDS BY FINANCE.

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

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

MINUTESDepartment of Planning - Report on Previously
Approved Transfers of Funds

At the meeting of August 4, 2011, the Planning Commission reviewed and approved 18 capital transfers and had one request for deferment by the Department of Transportation on item #3 of the July 27, 2011 capital transfer report. The Department of Transportation requested that item #3 be withdrawn to allow for the submission of sufficient information to the Department of Planning. The Department of Transportation has requested this item be resubmitted once additional information has been provided for the Planning Department.

The total number of approved Transfers of Funds was 19 by the Board of Estimates at the meetings of July 13, 20, and 27, 2011. However, the Planning Commission approved a total of 18 with one deferment.

Subsequently, the Board is requested to **NOTE 18** favorable reports on the Transfers of Funds approved by the Board of Estimates at its meetings on July 13, 20, and 27, 2011.

The Board **NOTED** receipt of the **18** favorable reports.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTION

* * * * *

On the recommendations of the City agency
hereinafter named, the Board,
UPON MOTION duly made and seconded,
rejected the formally advertised contract
listed on the following page:

2721

for the reasons stated.

The Mayor **ABSTAINED** on item no. 1.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

1. B50002012, Table Trucks **REJECTION** - On July 13, 2011, the only bid received was opened. The bid received revealed a need for the Convention Center to revise their specifications. This requirement will be re-bid at a later date.

MINUTES

Department of Law - Settlement Agreements and Releases

The Board is requested to approve and authorize execution of the settlement agreements and releases for civil action No. SKG-06-2415, Lynette Harris v. Mayor and City Council of Baltimore.

\$135,000.00	Plaintiff's Attorneys Fees & Costs
<u>65,000.00</u>	Plaintiff
\$200,000.00	- 2070-000000-5541-399300-603021

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the settlement agreements and releases for civil action No. SKG-06-2415, Lynette Harris v. Mayor and City Council of Baltimore.

* * * * *

PROPOSALS AND SPECIFICATIONS

There were no Proposals and Specifications to be advertised for receipt and opening of bids.

* * * * *

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

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

Bureau of Purchases - Request for Bids to provide
Maintenance of City-Owned Fountains
BIDS TO BE RECV'D: 08/24/2011
BIDS TO BE OPENED: 08/24/2011

MINUTES

Department of Transportation - TR 10317, Safe Routes To
School Grant Years "A",
"B", "C", and "D"

Civil Construction, LLC
P. Flanigan & Sons, Inc.
Machado Construction Co., Inc.

Bureau of Water and - ER 4019, East Stony Run
Wastewater Stream Restoration

Monumental Paving & Excavating, Inc.

* * * * *

There being no objections, the Board UPON MOTION duly made
and seconded, the Board adjourned until its next regularly
scheduled meeting on Wednesday, August 24, 2011.

JOAN M. PRATT
Secretary