

**MINUTES****REGULAR MEETING**

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

The meeting was called to order by the President.

President: "I will direct the Board members attention to the memorandum from my office dated August 22, 2011, identifying matters to be considered as routine agenda items, together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a motion to approve all of the items contained on the routine agenda."

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

Comptroller: "Second."

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

## MINUTES

President: "The routine agenda has been adopted. Madam Mayor."

Mayor: "Thank you very much Mr. President. First I want to say that I am very grateful that the City Hall is working. That we are all back in business on a day after the earthquake that I am sure none of us anticipated having in our life time. We are grateful to the many inspectors, engineers and first responders who worked very hard yesterday to keep our City safe and to ensure that our buildings were structurally sound. So I wanted to again thank everyone as well as the City employees who I know that this was a challenge and they rose to the occasion."

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**MINUTES**

Department of Real Estate - Deed of Easement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a Deed of Easement with Baltimore Gas and Electric Company (BGE), grantor, for easements across and through a portion of the property located at 2105 and 2107 W. Cold Spring Lane (Block 3357E, Lots 6 and 7/9), known as Melvale Property.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On June 27, 2007, the Board approved an agreement with the State of Maryland for Jones Falls Trail Phase IV for grant funds from the Federal SAFETY-LU program. The City requires a perpetual and a temporary construction easement across and through a portion of the grantor's property. The grantor is willing to grant such right. The perpetual and a temporary construction easement are for the purpose of the Jones Falls Trail Phase IV Project.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Deed of Easement with Baltimore Gas and Electric Company for easements across and through a portion of the property located at 2105 and 2107 W. Cold Spring Lane (Block 3357E, Lots 6 and 7/9), known as Melvale Property.

**MINUTES**

Department of Real Estate - Deed

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the execution of a deed with Chesapeake Paperboard Centre, LLC, for the closing and conveyance of Clemm Street and Woodall Street between Key Highway and Fort Avenue, which has been legally closed.

**AMOUNT OF MONEY AND SOURCE:**

\$29,200.00 - appraised value

**BACKGROUND/EXPLANATION:**

On, May 10, 2010, the City entered into closing agreements with Chesapeake Paperboard Centre, LLC, for the closing and conveyance of the former beds of certain streets of Clemm Street and Woodall Street. The closing and conveyance is for the redevelopment of this area with a mixed-use development consisting of 50,000 square feet of office space and 110,000 square feet of retail space and 250 dwelling units. Clemm Street contains 12,177 square feet of land and all existing utilities will be abandoned or relocated. Clemm Street was unpaved and therefore, there is not an asphalt retirement fee. A full width utility easement will be retained for Woodall Street. In the closing agreement, Chesapeake Paperboard Centre, LLC agreed to pay the fair market value for the property.

The sale of the public right of way was authorized by means of Sales Ordinance No. 11-409 approved on January 31, 2011. The street closing process is intricate, involves public notice and other procedures before the deed can be prepared for submission to the Board of Estimates. The process has now concluded and the deed was recently submitted by the Department of Public Works to the Law Department. The Law Department has completed its review of the deed, and therefore it is being submitted to the Board of Estimates.

## MINUTES

Department of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the deed with Chesapeake Paperboard Centre, LLC, for the closing and conveyance of Clemm Street and Woodall Street between Key Highway and Fort Avenue, which has been legally closed.

**MINUTES**

Department of Real Estate - Tenant Acceptance and Estoppel,  
Subordination, Non-Disturbance and  
Attornment Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a tenant acceptance and estoppel, as well as a subordination, non-disturbance and attornment agreement for the property known as 4220 Shannon Drive, Suites A thru F.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On June 28, 2006, the Board approved a lease agreement with Merritt-093, LLC, landlord. On April 14, 2010, the Board approved an amendment to the lease agreement to extend the period of the lease agreement to June 30, 2015. The current annual rental for the lease premises is \$101,061.00. The agency utilizing the space is the Fire Department's Urban Search and Rescue Unit.

Merritt-093, LLC is in the process of refinancing several of its properties with New York Life Insurance Company. In connection with that loan, New York Life has required the landlord to obtain estoppel certificates and subordination, non-disturbance and attornment agreements from the tenants. The purpose of the estoppel certificate and the subordination, non-disturbance and attornment agreements is for the City to confirm the terms of the lease dated June 28, 2006 and the amendment dated April 14, 2010.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the tenant acceptance and estoppel, as well as a subordination, non-disturbance and attornment agreement for the property known as 4220 Shannon Drive, Suites A thru F.

**MINUTES**

Department of Real Estate - Contracts of Sale, SCOPE Project

The Board is requested to approve and authorize execution of the contracts of sale for following property:

<u>Purchaser/s</u>	<u>Properties</u>	<u>Sale Price</u>
1. Elijah L. Kelley	830 N. Broadway	\$5,000.00

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

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

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

**(FILE NO. 56663)**

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

**MINUTES**

Department of Real Estate - Tax Sale Certificates

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Tax Sale Certificates to Mr. Robert Campbell and Ms. Lela Campbell for amounts that are less than the lien amount for the properties located at 1805 W. Lanvale Street and 805 N. Fulton Avenue.

**AMOUNT OF MONEY AND SOURCE:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes &amp; Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
1805 W. Lanvale St.	\$1,000.00	\$ 871.49	\$186,028.26	\$1,000.00
805 N. Fulton Ave.	\$3,000.00	\$1,336.48	\$ 8,587.88	\$3,000.00

**BACKGROUND/EXPLANATION:**

The City acquired the Tax Sale Certificates for the indicated properties on 1805 W. Lanvale Street and 805 N. Fulton Avenue, for the lien amounts. Mr. Robert Campbell and Ms. Lela Campbell offered to purchase the Tax Sale Certificates for the assignment amounts, file petitions to foreclose, acquire title to the properties and return them to productive use. The assignment amounts for these properties for the Tax Sale Certificates will cover the flat taxes and water bills on the properties.

**(FILE NO. 56662)**

UPON MOTION duly made and seconded, the Board approved the assignment of the Tax Sale Certificates to Mr. Robert Campbell and Ms. Lela Campbell for amounts that are less than the lien amount for the properties located at 1805 W. Lanvale Street and 805 N. Fulton Avenue.

**MINUTES**

Department of Real Estate - Tax Sale Certificates

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Tax Sale Certificates to For God We Live Ministries, for amounts that are less than the lien amount for the properties located at 1703, 1705, 1707, 1709, and 1711 Gorsuch Avenue.

**AMOUNT OF MONEY AND SOURCE:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes &amp; Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
1703 Gorsuch Ave.	\$1,000.00	\$1,278.87	\$ 70,498.60	\$1,278.87
1705 Gorsuch Ave.	\$1,000.00	\$1,097.69	\$ 85,233.36	\$1,097.69
1707 Gorsuch Ave.	\$1,000.00	\$ 941.18	\$ 94,128.05	\$1,000.00
1709 Gorsuch Ave.	\$1,000.00	\$ 877.26	\$126,305.60	\$1,000.00
1711 Gorsuch Ave.	\$1,000.00	\$ 361.44	\$ 11,168.91	\$1,000.00

**BACKGROUND/EXPLANATION:**

The City acquired the Tax Sale Certificates for the indicated properties on 1703, 1705, 1707, 1709, and 1711 Gorsuch Avenue, for the lien amounts. The For God We Live Ministries, has offered to purchase the Tax Sale Certificates for the assignment amounts, file petitions to foreclose, acquire title to the properties and return them to productive use. The assignment amounts for these properties for the Tax Sale Certificates will cover the flat taxes and water bills on the properties.

**(FILE NO. 56662)**

UPON MOTION duly made and seconded, the Board approved the assignment of Tax Sale Certificates to For God We Live Ministries, for amounts that are less than the lien amount for the properties located at 1703, 1705, 1707, 1709, and 1711 Gorsuch Avenue.

**MINUTES**

Fire and Police Employees' - Subscription and Limited  
Retirement System Fourth Amended and Restated  
Limited Partnership Agreements

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the subscription and limited fourth amended and restated limited partnership agreements with Prisma Spectrum Fund, LP (Prisma).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

No General Fund monies are involved in this transaction. All funds and expenses will be expended from the Fire and Police Employees' Retirement System. Prisma will be managing approximately \$100,000,000.00 of Fire and Police Employees' Retirement System funds in Prisma Spectrum Fund LP, a diversified, multi-manager hedge fund portfolio.

The Fire and Police Employees' Retirement System Board of Trustees conducted a search for two hedge fund-of-funds investment managers and, as a result of that search, selected Prisma Capital Partners LP as one of the two managers. The search and selection process was conducted with the assistance and advice of the Fire and Police Employees' Retirement System's investment advisor, Summit Strategies Group.

**MWBOO GRANTED A WAIVER**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the subscription and limited fourth amended and restated limited partnership agreements with Prisma Spectrum Fund, LP. The Comptroller **ABSTAINED**.

**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:

BLD Service, LLC.	\$ 8,000,000.00
Control Roofing & Sheet Metal Corporation	\$ 8,000,000.00
DuBois Construction, Inc.	\$ 8,000,000.00
Harnden Group, LLC.	\$ 4,590,000.00
James W. Ancel, Inc.	\$72,972,000.00
K.C. Company, Inc.	\$31,545,000.00
Kone, Inc.	\$ 3 000,000 00
Underwritten by Blanket Guarantee for \$3,000,000.00 from the parent corporation, Kone Corporation	
London Technologies, LLC.	\$ 1,500,000.00
Manuel Luis Construction Co., Inc. & Subs.	*\$64,428,000.00
*Figure Adjustment	
Milestone Construction Services, Inc.	\$ 8,000,000.00
Southern Maryland Cable, Inc.	\$ 1,500,000.00
T.E.A.M Service Corporation of New York	\$ 2,970,000.00
Wickersham Construction & Engineering, Inc.	\$32,548,500.00
Wilmot Modular Structures, Inc.	\$ 8,000,000.00

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:

Brinjac Engineering, Inc.	Engineer
Brudis & Associates, Inc.	Engineer
JDG Incorporated	Engineer
Johnson, Mirmiran & Thompson	Architect
	Landscape Architect
	Engineer
	Survey

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

Keast & Hood Company	Architect
	Engineer
Schlenger/Pitz & Associates, Inc.	Engineer
Spears/Votta & Associates, Inc.	Engineer
Whitney Bailey Cox & Magnani, LLC.	Architect
	Landscape Architect
	Engineer
	Survey

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

**MINUTES**

Office of Boards And Commissions - Correction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a correction for the names of two construction contractors approved by the Board of Estimates on August 10, 2011 as Case Foundation Company and Potts & Callahan, Inc. to their full legal names, Case Foundation Company and Subsidiary; and Potts & Callahan and Subsidiary.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The memorandum submitted by the Office of Boards and Commissions for the Board of Estimates' approval on August 10, 2011 inadvertently omitted the words "and Subsidiary" from the two construction contractor names. This created an error in listing their names correctly both with the Board of Estimates and for each contractor's Prequalification Certificate. All other information regarding the work capacity rating amount and categories approved by the Board of Estimates at the August 10, 2011 meeting remains exactly the same.

UPON MOTION duly made and seconded, the Board approved the correction for the names of two construction contractors approved by the Board of Estimates on August 10, 2011 as Case Foundation Company and Potts & Callahan, Inc. to their full legal names, Case Foundation Company and Subsidiary; and Potts & Callahan and Subsidiary.

## 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. The period of the agreement is July 1, 2011 through June 30, 2012, unless otherwise indicated.

1. **WOMEN'S HOUSING COALITION (WHC)** **\$ 198,930.00**

Account: 4000-496312-3573-591235-603051

The WHC will provide access to housing for a minimum of 25 clients. All clients must have at least one disabling condition and be homeless. The WHC will provide monthly rental assistance payments for monthly rental subsidies, security deposit and/or payment for damage to the property. The period of the agreement is August 26, 2011 through August 25, 2012.

**MWBOO GRANTED A WAIVER.**

2. **WOMEN'S HOUSING COALITION (WHC)** **\$ 4,875.00**

Account: 5000-523112-3571-333735-603051

The WHC will provide services to approximately 22 homeless, low income women of the Margaret Jenkins House, located at 2226 Maryland Avenue. Services will include but are not limited to providing each woman with a clean, safe and supportive environment in which to live for as long as she needs this type of housing.

3. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$ 63,327.00**  
**(ACC)**

Account: 5000-529112-3572-333704-603051

The ACC will operate a transitional housing facility and provide residential-based job readiness, placement and retention services to approximately 20 homeless men of Baltimore City at Christopher Place, located at 725 Fallsway. The funds will be utilized to offset the operating costs of the transitional housing facility. The

## MINUTES

Mayor's Office of Human Services/ - cont'd  
Homeless Services Program

goal of the program is to engage homeless men in housing, employment and other support services in an effort to transition them to full time employment.

**MWBOO GRANTED A WAIVER.**

4. **ASSOCIATED CATHOLIC CHARITIES, INC.                      \$ 34,424.00**  
**(ACC)**

Account: 5000-529112-3572-333703-603051

The ACC will provide 27 transitional shelter beds to homeless mentally ill women of Baltimore City at My Sister's Place Lodge, located at 111 W. Mulberry Street. The funds will be utilized to offset the operating costs of the transitional housing facility to include but not be limited to insurance, utilities, referrals for services and an on-site staff to provide a clean and safe environment.

**MWBOO GRANTED A WAIVER.**

5. **MARYLAND CENTER FOR VETERANS EDUCATION                      \$ 42,050.00**  
**AND TRAINING INCORPORATED (MCVET)**

Account: 5000-525112-3573-333721-603051

The MCVET will hire the services of a Case Manager to provide services to approximately 80 residents of the MCVET homeless shelter located at 301 N. High Street. Services will include but are not limited to assisting residents in making a successful transition from homelessness through life skills training, provision of basic needs, and employment services.

**MWBOO GRANTED A WAIVER.**

## MINUTES

Mayor's Office of Human Services/ - cont'd  
Homeless Services Program

6. **MARYLAND CENTER FOR VETERANS EDUCATION AND TRAINING INCORPORATED (MCVET)** **\$173,645.00**

Accounts: 5000-529112-3572-333721-603051  
 4000-496211-3572-591421-603051

The MCVET will provide 120 transitional shelter beds to homeless veterans of Baltimore City. The funds will be utilized to offset the costs of providing services and the operating costs. Services will include but are not limited to addiction services, transportation, meals, counseling, case management, employment training, and life-skills training.

**MWBOO GRANTED A WAIVER.**

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

Account: 5000-529112-3572-333725-603051

The PAA will provide 16 emergency shelter beds to male, homeless ex-offenders newly released from the prison system. The PAA will hire the services of a full time Case Manager to provide comprehensive support services to the residents of the emergency shelter. The funds will be utilized to offset the costs of providing services, which will include but are not limited to case management, GED preparation, substance abuse counseling, job training and placement.

**MWBOO GRANTED A WAIVER.**

8. **WOMEN ACCEPTING RESPONSIBILITY, INC. (WAR)** **\$110,945.00**

Account: 4000-496311-3573-591247-603051

WAR will provide access to housing to a minimum of six clients. All clients will have at least one disabling condition and be homeless. The organization will provide monthly rental assistance payments for monthly rental

**MINUTES**

Mayor's Office of Human Services/ - cont'd  
Homeless Services Program

subsidies, security deposit and/or payment for damage to the property, if applicable. The housing units that will be provided will be six 3-bedroom units. The period of the agreement is July 27, 2011 through June 26, 2012.

**MWBOO GRANTED A WAIVER.**

9. **BALTIMORE STATION, INC. (BSI)** **\$362,700.00**

Account: 1001-000000-3572-327258-603051

Client demand at the Harry and Jeanette Weinberg Housing Resource Center located at 620 Fallsway frequently exceeds the facility's capacity.

The BSI, a separate provider, will manage and operate an overflow shelter on the 5<sup>th</sup> Floor of 210 Guilford Avenue, in accordance with the standards, controls and codes established by the City, State and Federal governments.

**MWBOO GRANTED A WAIVER.**

The agreements are late because of a delay at the administrative 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 aforementioned grant agreements.

## MINUTES

Department of Housing and - Local Government Resolution  
Community Development

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

The following organization is applying to the State of Maryland's Neighborhood BusinessWorks Program. A local government resolution of support is required by the State for all applications to this program for funding.

<u>Organization</u>	<u>Amount</u>
1. ST. PAUL LLC	\$485,000.00

The St. Paul LLC, located at 1208 St. Paul Street, will use funds to redevelop this four-story building into an owner-occupied property. The development will consist of an office and five apartments.

The renovations will include 740 sq. ft. office space, a 650 sq. ft. studio apartment in the basement, a 2,620 sq. ft. three-bedroom, two and a half bath apartment suite encompassing the first and second floors, which will be occupied by the owners, Mr. R. Richard Walker and Ms. Jeannyne Desire Walker, 1,280 sq. ft. two-bedroom apartment on the third floor, and two 475 sq. ft. studio apartment on the fourth floor.

Mr. R. Richard Walker is the developer of the new Lowes/Wal-Mart mixed use project at Howard and 25<sup>th</sup> Street in Baltimore. In addition, Mr. Walker will be developing a number of additional mixed use facilities in the Baltimore and Washington, D.C. area.

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

**MINUTES**

Department of Housing and Community Development - Recission of Local Government Resolution and Approval of New Local Government Resolution

**ACTION REQUESTED OF B/E:**

The Board is requested to rescind the original local government resolution (LGR) for LP, LLC., which was approved on February 23, 2011. The Board is also requested to approve and authorize execution of a new local LGR for the LP, LLC.

**AMOUNT OF MONEY AND SOURCE:**

\$35,000.00 - State of Maryland - Department of Housing & Community Development Neighborhood BusinessWorks Program

**BACKGROUND/EXPLANTION:**

On February 23, 2011, the Board approved the original LGR for LP, LLC. The organization applied to the State of Maryland's Neighborhood BusinessWorks Program for funds in the amount \$35,000.00. A local government resolution of support is required by the State for all applications to this program for funding.

LP, LLC is requesting funding for the Babe a boutique Project, which since September 2007 has been located at 910 S. Charles Street. The owner, Ms. Lisa Ponzoli, wants to expand her business by relocating the store to Fells Point at 1716 Aliceanna Street. The funding will be used for expenses associated with relocating the business and working capital.

Babe a boutique is a women's contemporary clothing store, which sells clothing and accessories for women ages 18 to 35. The property is an end-unit building which has curb appeal and approximately 900 square feet of first floor level leasehold space. The central location of Fells Point makes it easily accessible from the surrounding communities. Fells Point has

## MINUTES

DHCD - cont'd

numerous shopping, dining and festivals, which will attract a high volume of consumers. With the increase consumer traffic and visibility, Ms. Ponzoli will open the boutique seven days a week and will add staff to help cover the extended hours. In addition, the website will have upgrades to the overall appearance and user capabilities to provide an interactive experience with a shopping cart, i.e. Ask the Babe, Outfit of the Week, Trunk Sales and the Babe blog.

UPON MOTION duly made and seconded, the Board rescinded the original local government resolution for LP, LLC., which was approved on February 23, 2011, and approved the new local government resolution for LP, LLC.

**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 Ms. Edith Meyers. The period of the agreement is July 1, 2011 through June 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$18,810.00 - 4000-486312-6051-452200-603018

**BACKGROUND/EXPLANATION:**

Ms. Meyers, Special Education Consultant, will implement the requirements of the Head Start Federal Standards for services to children with suspected and documented disabilities and their families. She will also place emphasis upon the use of community resources, early identification and intervention services, collaborate with the Baltimore City Public School System to ensure that all children are appropriately identified and assessed in accordance with the Statewide Early Childhood Special Education accountability system.

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

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Ms. Edith Meyers.

The President **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 a land disposition agreement with Focus Development, LLC, Developer, for the sale of the property located 101 South Ellwood Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$530,000.00 - Purchase Price will be the positive difference (not less than) between the Predicated Appraised Value and the parking cost credit and the remediation cost credit.

**BACKGROUND/EXPLANATION:**

The property located at 101 South Ellwood Avenue has a Predicated Appraised Value (PAV) of \$5,700,000.00. The Department will be granting a cost credit up to \$2,165,000.00 to facilitate environmental remediation and a cost credit up to \$4,655,000.00 to facilitate the structured interior parking garage, both as required by the Request For Proposal. This results in the property having a negative value of \$1,120,000.00. The Department will provide the seller a take-back purchase money mortgage in the amount of \$5,520,000.00, intending to cover any upside value derived from the unused cost credit/s and equaling the purchase price less the initial partial payment. The purchase price of the property will be the positive difference, if any, between the PAV of \$5,700,000.00 and the aggregate of the structured interior parking cost credit and the remediation cost credit, provided, however, that in no event will the purchase price be less than the amount of an initial payment of \$530,000.00.

The initial payment of \$530,000.00 will be paid in two installments: \$180,000.00 will be paid by the developer at settlement as a non-refundable partial initial payment and the remaining \$350,000.00 (the final initial payment) will be paid by the developer upon completion of the project and issuance of the Certificate of Occupancy.

## MINUTES

DHCD - cont'd

Upon completion of the construction and the issuance of the Certificate of Occupancy, the developer will submit a CPA-certified final accounting of the Cost credits for the interior parking garage and the environmental remediation. At this time the balance due under the Purchase Money Mortgage (PMM) will be reduced by the aggregate of the two credits. If the remaining balance after this application is less than zero, then the Department will immediately release all encumbrances related to the PMM upon payment of the final initial payment.

The Highlandtown Middle School, known as School No. 43 and also known as block 1752, lot 1, sits on a 50.587 square-foot lot in Baltimore's Highlandtown neighborhood. It operated as a school from 1934 until 2005. The property was surplussed by the Baltimore City Public School System on November 21, 2006, and it was coded to the DHCD for disposition. In late summer 2008, the Department received and ranked three responses to its RFP issued that year. Ultimately, Focus Development, LLC (the developer) (Shaffin Jetha and Rick Diehl, principals) was awarded the property. The developer proposes rehabilitation of the subject property into 131 residential apartments for rent while preserving the existing art deco light fixtures, WPA murals, and other historic features of the building. The former gymnasium, shop level, and boiler room will be demolished to make room for the interior parking garage serving residents as required by the Department's RFP. The Developer will be investing approximately \$2,800,000.00 in this project, the private development of the site will bring this property onto the City's tax rolls. The sale is authorized by Ordinance No. 09-246, approved by the Mayor on December 4, 2009.

**MINUTES**

DHCD - cont'd

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

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The property will be sold for more than the negative value.

**MBE/WBE PARTICIPATION:**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Focus Development, LLC for the sale of the property located 101 South Ellwood Avenue.

Mayor: "So, today on the Board of Estimates Agenda, we approved two projects that will help transform neighborhoods on the east and west side of our City. The first is an adaptive reuse of the former Highlandtown Middle School Building, from 1934 to 2005 it was a school and it will soon be converted to 131 residential apartments for rent, as well as a much needed new parking facility. As part of the privately funded \$28,000,000.00 project, the developers are going to preserve

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many of the historic and unique and artistic features of the building. This is an exciting project and it will expand available housing in Highlandtown, while addressing a chronic issue that the community has suffered through the incorporation of interior parking on the site."

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**MINUTES**

Department of Housing and - Modification to HOME Funding  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the modification and reallocation of HOME Investment Partnerships Program funding to the Baker's View Homeownership I project and a reduction in the Period of Affordability pursuant to the loan.

The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The modification and reallocation is requested in order to reduce the number units to be financed by the approved loan and therefore increase the subsidy per unit. The reduction in the period of affordability will allow for more attractive marketing to prospective buyers.

On April 22, 2009, the Board approved a HOME Investment Partnerships Program loan in an amount not to exceed \$1,985,000.00 (Loan) to B & D Phase III, LLC, Borrower, and a subsidiary of the Druid Heights Community Development Corporation, to assist with the first phase of the Baker Street homeownership project, (the Development). The Loan originally was made to finance in part the new construction of 31 affordable homeownership units, to be sold to first-time buyers earning up to 80% of AMI.

Because of the size of the project, the general contractor has been unable to obtain a payment and performance bond that could cover the entire development. The Department agreed to allow the Borrower to complete construction in two phases, which allowed the contractor to obtain the necessary bond. The first phase

## MINUTES

DHCD - cont'd

contains 17 units, which will be completed within the next 30 days. The second phase was to have contained the remaining 14 units.

Unfortunately, the housing markets have depressed. This has lead to a continued reduction in prices and strict new requirements from mortgage lenders. Sales have been slow and prices have decreased from an originally anticipated \$169,000.00 to a current market contract of \$109,000.00. In order to help buy down the cost, the Borrower has requested that the Department apply the entire Loan to the construction of the 17 units in the first phase. To further assist the Development, the Department has agreed to recommend the modification.

This modification will allow the subsidy per unit to increase from \$64,032.26 for the original 31 units to \$116,764.71 for the completed 17 units. The \$116,764.71 will be broken down as follows: \$86,764.71 will be in the form of a development subsidy to the project that will be used to write-down the construction cost of each of the 17 units. The remaining \$30,000.00 per unit will be a direct subsidy used to reduce the purchase price to each qualified homebuyer. The homebuyer will execute a regulatory agreement for a 15-year period of affordability. The regulatory agreement will be recorded. In the event of a sale, refinance or change in use, a propionate share of the HOME funds will be due back to the City.

The Board is requested to approve the change in the scope of the project to be financed by the Loan as follows:

Current Approval:

The Loan finances the new construction of 31 units located at the following addresses: 591, 593, 589, 587, 585, 584, 582, 580, 578, 576, 574, 572, 570, 568, 566, 564, 562 and 560 Baker Street; 2302, 2304, 2306, 2308, 2323, 2331, 2319, 2317, 2309, 2311, 2313 and 2315 Division Street; and 2248 Brunt Street.

**MINUTES**

DHCD - cont'd

Requested Change:

The Loan finances the new construction of 17 units located at the following addresses: 560, 562, 564, 566, 568, 570, 572, 574, 576, 578, 580, 582, 584 Baker Street; and 2300\*, 2304, 2306 and 2308 Division Street.

\* This change is a correction to the Board's prior approval of 2302 Division St., which was listed incorrectly. The corrected address should read 2300 Division St. which will be consolidated with 2302 Division St.

Concurrent with this change will be a reallocation of the new subsidy (as described above) that would result in the assumption by each qualified homebuyer of \$30,000.00, rather than the \$64,032.26 (\$1,985,000.00 divided by 31) put forth in the original approval.

Finally, the approval to modify the Period of Affordability from 20 years to 15 years means that the requirements put forth to ensure that each unit remains affordable following the initial sale of such unit would expire after 15 years, rather than 20. Reducing the Period of Affordability will allow the Borrower to better market the completed units.

Because the entire HOME amount would be used for the first phase of the development, the City would no longer have an obligation to fund the remaining 14 units. Funds may be available from future HOME grants however, the developer will have no assurances of receiving additional City funds.

The Director of Finance has reviewed and recommends approval by the Board.

**MBE/WBE PARTICIPATION:**

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

**MINUTES**

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the modification and reallocation of the HOME Investment Partnerships Program funding to the Baker's View Homeownership I project and a reduction in the Period of Affordability pursuant to the loan. The Board also authorized the Commissioner of the Department of Housing and Community Development to execute any, and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

**MINUTES**

Department of Housing and - Grant Award  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from the U.S. Department of Health and Human Services. The period of the grant award is July 1, 2011 through June 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$30,163,329.00 - 4000-486312-6051-452200-404001

**BACKGROUND/EXPLANATION:**

This grant award supports Head Start and Early Head Start services to 3,419 preschool age children and 184 infants, toddlers and pregnant women in the City.

The funding covers 100% of the fiscal 2012 base funding for Program 22, Program 25 and 100% of training and technical assistance funds for Program Accounts 20 and 26. The grant award is late because it was recently received.

**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 acceptance of a grant award from the U.S. Department of Health and Human Services. The President

**ABSTAINED.**

**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 the Baltimore Hotel Corporation d/b/a Hilton Baltimore. The period of the agreement is August 24-26, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$ 5,400.00 - Continental Breakfast (\$9.00 ea. x 600)  
19,140.00 - Plated Lunches - First Day (\$29.00 ea. per x 660)  
1,400.00 - Room Rental  
5,644.00 - Service Charge  
**\$31,584.00** - 4000-486312-6051-486312-603020

**BACKGROUND/EXPLANATION:**

The Baltimore City Head Start Program will host a three-day professional development conference for its entire staff of 700 individuals, at the Baltimore Hotel Corporation d/b/a Hilton Baltimore. This conference will incorporate the required Head Start training.

Baltimore City Head Start Pre-Service Training 2011-12, is to provide staff with high quality professional development opportunities that will help increase their knowledge and awareness of best practices, regulations, and guidelines to strengthen their work.

The first day of training will incorporate mandatory training requirements which will be held at the hotel site. The second and third days will be held at the Baltimore City Head Start program locations.

## MINUTES

DHCD - cont'd

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the Baltimore Hotel Corporation d/b/a Hilton Baltimore. The Mayor **ABSTAINED**. The President **ABSTAINED**.



**MINUTES**Health Department - cont'd

eligible to receive Office of Health Services grant funding from the City. The Keswick Multi-Care Center will develop an appropriate care plan to each recipient.

The agreement is late because the Department was awaiting a grant from the Maryland Department of Aging.

3. **THE JOHNS HOPKINS UNIVERSITY** **\$ 22,208.00**  
**BLOOMBERG SCHOOL OF PUBLIC HEALTH**

Account: 1001-000000-3041-274000-603026

The organization will provide an intern to assist the Baltimore City Health Department's Needle Exchange Program (NEP) in a number of program design and evaluation activities. These activities will include developing a project with Johns Hopkins Bayview Department of Infectious Diseases to establish a wound care program on the NEP vans. The development of the project will include conducting formative research, creating a monitor and evaluation system developing a program plan and implementing the project. The period of the agreement is August 1, 2011 through January 31, 2012.

The agreement is late because of a delay in receiving an acceptable scope and budget and because of changes to the budget accounting system.

RATIFICATION OF AMENDMENT TO AGREEMENT

4. **BALTIMORE MENTAL HEALTH SYSTEMS (BMHS)** **\$ 15,796.00**

Account: 4000-427507-3160-308400-603051

On March 9, 2011 the Board approved the original agreement in the amount of \$136,604.00. The Department prepared an amendment to provide additional funding in the amount of \$15,796.00 for additional services during the contract period which ended on June 30, 2011. During the routing process the agreement expired. The ratification of the amendment to agreement will authorize payment to the BMHS.

## MINUTES

Health Dept. - cont'd

RENEWAL OF AGREEMENT

5. **BALTIMORE ANIMAL RESCUE AND CARE SHELTER, INC.** **\$1,170,679.00**

Account:	1001-000000-3021-268800-603051	\$1,104,171.00
	6000-627912-3021-269900-601003	\$ 66,508.00

On August 12, 2009 the Board approved the initial Operating Agreement for \$1,073,530.00 for fiscal year 2010 from July 1, 2009 through June 30, 2010 with the option to extend four additional one-year terms. On September 22, 2010 the Department exercised the first renewal option for the period July 1, 2010 through June 30, 2011 in the amount of \$1,149,898.00. On July 20, 2011 the budget for fiscal year 2011 was amended to \$62,358.00 for a total amount of \$1,212,255.00. This request will exercise the second renewal to the operating agreement.

The renewal is late because the budget was just approved.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED (EXCEPT ITEM NO. 1) AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned inter-agency agreement, agreement, ratification of amendment to agreement, and approved the renewal of agreement. The President **ABSTAINED** on item no. 3.

## 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. APPLE FORD, INC.  | \$ 39,300.00 | Low Bid |
| Solicitation No. B50002061 - 2010 Ford 5-Speed 4x4 Regular Cab Stake Body Vehicle Equipped with Snow Plow - Department of Public Works, Bureau of Water and Wastewater |              |         |
| 2. LIBERTY DISCOUNT LAWN EQUIPMENT   | \$ 0.00      | Renewal |
| Solicitation No. B50000663 - Sthil Landscaping Equipment and Replacement Parts - Department of Transportation - P.O. No. P504520                                       |              |         |

On October 1, 2008, the Board approved the initial award in the amount of \$50,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This renewal is for the period September 27, 2011 through September 26, 2012, with one 1-year renewal option remaining.

**MWBOO GRANTED A WAIVER.**

- |   |                 |           |
|---|-----------------|-----------|
| 3. MOTOROLA INCORPORATED  | \$10,000,000.00 | Agreement |
| Solicitation No. 80000 - 800 MHz Radio Communications Facilities Maintenance Agreement - Agencies Various - Req. Nos. Various |                 |           |

The Board is requested to approve and authorize execution of an agreement with Motorola Incorporated. The period of the agreement is effective upon Board approval for five years. This agreement will provide annual maintenance on all equipment related to the 800 MHz Radio Communications Facility Manager System outlined in the submitted agreement. The vendor is the original equipment manufacturer and exclusive provider of the maintenance required.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

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

**MBE/WBE PARTICIPATION:**

Not applicable, refer to the above certification.

## 4. MOTOROLA COMMUNICATION

<u>DIVISION</u>	<u>\$1,516,800.00</u>	<u>Renewal</u>
Solicitation No. 06000 - 311 Call Center System Hosting - Mayor's Office of Information Technology - Req. Nos. Various		

On September 28, 2005, the Board approved the initial award in the amount of \$5,364,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This is the final renewal in the amount of \$1,516,800.00 for the period September 29, 2011 through September 28, 2012.

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

**MBE/WBE PARTICIPATION:**

Not applicable, refer to the above certification.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

5. WAGE WORKS, INC.	\$ 179,875.00	Extension and Renewal
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Solicitation No. B50000558 - Flexible Spending Account  
Administration for the City of Baltimore 2009 - Department of  
Human Resources - P.O. No P516724

On September 17, 2008, the Board approved the initial award in the amount of \$143,900.00. The award contained two 1-year renewal options. An extension is necessary to synchronize the contract renewal period with the periods of actual performance. The period of the extension is three months. This extension and renewal in the amount of \$179,875.00 is for the period September 17, 2011 through December 31, 2012, with one 1-year renewal option remaining.

**MWBOO SET MBE AND WBE GOALS AT 0% ON 04/09/2008.**

6. MANNA HOUSE, INC.	\$ 130,000.00	Renewal
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Solicitation No. B50001062 - Men's Healthcare Outreach Program  
- Department of Health - Req. No. R582435

On September 16, 2009, the Board approved the initial award in the amount of \$130,000.00. The award contained four 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This renewal in the amount of \$130,000.00 is for the period September 16, 2011 through September 15, 2012, with two 1-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>
---------------	------------------------	--------------------

Bureau of Purchases**MWBOO SET GOALS OF 10.00% MBE AND 10.00% WBE.**

<b>MBE:</b> Just4U Transit Services	10.00%
<b>WBE:</b> Towson Medical Equipment, Inc.	3.20%
Copycat Printing	1.96%
Specialty Marketing Printing Services	4.84%
	<u>10.00%</u>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

- |  |                |               |
|--|----------------|---------------|
| 7. KEY RISK MANAGEMENT   |                | Extension and |
| SERVICES, LLC  | \$4,130,745.00 | Renewal       |
| <u>Solicitation No. BP 08011 - Workers Compensation Claims</u> |                |               |
| Administration - Department of Finance - Req. No. R553860      |                |               |

On September 26, 2007, the Board approved the initial award in the amount of \$10,158,800.00. The award contained three 1-year renewal options. Subsequent actions have been approved. An extension is required to synchronize the contract renewal period with the period of the actual performance. This renewal and three month extension is for the period October 1, 2011 through December 31, 2012.

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

<b>MBE:</b> SPRC, LLC	13%
Sutherland Data Products, LTD	4%
Security One Group, Inc.	1%
	<u>18%</u>

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

<b>WBE:</b> Mary Kraft & Assoc. Inc.	4%
Expert Medical Opinions	4%
All Pro Placement Services, Inc.	<u>3%</u>
	<b>11%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## 8. EVANS BOAT REPAIR

INC.	\$ 29,584.00	Increase
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Solicitation No. B50001446 - Baltimore Harbor Connector  
Vessels - Department of Transportation - P.O. No. P513583

On May 5, 2010, the Board approved the initial award in the amount of \$754,000.00. This increase is necessary for the addition of safety features originally not included in the scope of work. This increase in the amount of \$29,584.00 will make the award amount \$783,584.00.

**THIS IS A FEDERALLY FUNDED PROJECT. DISADVANTAGE BUSINESS ENTERPRISE GOALS WERE SET AT 0%.**

## 9. ADMIRAL TIRE, d/b/a

EDGEWATER TIRE, INC.  
MCCARTHY TIRE SERVICE,  
INC.

DONALD B. RICE TIRE	\$ 0.00	Renewal
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Solicitation No. B50000621 - New Tires, Retreads and Roadside Service for Heavy Equipment - Department of General Services, Fleet Management Division - P.O. Nos. P503981, P503982 and P503983

On September 3, 2008, the Board approved the initial award in the amount of \$4,000,000.00. The award contained two 1-year renewal options. This renewal is for the period September 3, 2011 through September 2, 2012, with one 1-year renewal option remaining.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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

**MWBOO FOUND VENDORS IN COMPLIANCE.**

10. HOLABIRD TIRE CO., INC.  
MCCARTHY TIRE SERVICE, INC.  
DONALD B. RICE

TIRE COMPANY, INC.	\$ 0.00	Renewal
Solicitation No. B50000620 - New Tires, Retreads and Roadside Service for Cars and Trucks - Department of General Services, Fleet Management Division - P.O. Nos. P504404, P503978 and P503979		

On September 3, 2008, the Board approved the initial award in the amount of \$22,000,000.00. The award contained two 1-year renewal options. This renewal is for the period September 3, 2011 through September 2, 2012, with one 1-year renewal option remaining.

**MWBOO SET GOALS OF 5% MBE AND 0% WBE FOR ROADSIDE SERVICE AND RETREADS AND 0% MBE AND 0% WBE FOR NEW TIRES. DONALD B. RICE TIRE CO., INC DID NOT RECEIVE ANY BUSINESS SO NO COMPLIANCE IS REQUIRED.**

**MWBOO FOUND VENDORS IN COMPLIANCE.**

11. UNIVAR USA, INC. \$300,000.00 Renewal
- |  |  |  |
|--|--|--|
| Solicitation No. B50001573 - Sulfar Dioxide Liquid in One Ton Containers - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P514910 |  |  |
|--|--|--|

## 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 August 25, 2010, the Board approved the initial award in the amount of \$189,000.00. The award contained three 1-year renewal options. On May 25, 2011 the Board approved an increase in the amount of \$200,000.00. This renewal in the amount of \$300,000.00 is for the period October 15, 2011 through October 14, 2012, with two 1-year renewal options remaining.

**MWBOO GRANTED A WAIVER.**

12. KUEHNE CHEMICAL CO., INC. 1st CALL	\$500,000.00	
UNIVAR USA, INC. 2nd CALL	\$ 0.00	Renewal
Solicitation No. B50001638 - Liquid Chlorine - Department of Public Works, Bureau of Water and Wastewater - P.O. Nos. P515085 and P515086		

On October 13, 2010, the Board approved the initial award in the amount of \$1,204,250.00. The award contained three 1-year renewal options. This renewal in the amount of \$500,000.00 is for the period November 1, 2011 through October 31, 2012, with two 1-year renewal options remaining.

**MWBOO GRANTED A WAIVER.**

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts, and extensions. The President **ABSTAINED** on item nos. 1, 4, 11, and 12.

**MINUTES**

Department of General Services (DGS) - Energy Efficiency and Conservation Block Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the energy efficiency and conservation block grant agreement with Gallagher Mansion, Inc. The period of the agreement is effective upon Board approval for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$ 44,592.00 - 9916-913900-9197-910013-703032  
Energy Efficiency Community Block Grant  
(ARRA Stimulus Fund)

**BACKGROUND/EXPLANATION:**

The DGS will implement energy efficiency upgrades to Gallagher Mansion, Inc.'s facility at 431 Notre Dame Lane in Baltimore.

The DGS has been provided with funds from the Energy Efficiency Community Block Grant (EECBG) for facility upgrades and retrofits that will significantly improve energy efficiency in facilities operated by Baltimore City non-profit organizations. The DGS Energy Division and the Department of Planning, Office of Sustainability have worked in collaboration to solicit, review, and numerically score Energy Saver Grant applications from Baltimore non-profits for use of these funds.

The Gallagher Mansion project, based on an application submitted by the Govans Ecumenical Development Corporation, received a qualifying score for proposed energy efficiency upgrades. The U. S. Department of Housing and Urban Development is paying 93% of the total project cost of \$655,599.00 by contributing \$611,007.00 to Gallagher Mansion, Inc.

**MINUTES**

Department of General Services - cont'd

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the the energy efficiency and conservation block grant agreement with Gallagher Mansion, Inc. The President **ABSTAINED**.

**MINUTES**Department 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.	2935 O'Donnell St.	Ghulam H. Ahmed	Retain Balcony 41' x 7'
	Annual Charge: \$ 905.53		
2.	1716 Aliceanna St.	Heisse Real Estate, LLC	One bracket sign 3' x 1½'
	Annual Charge: \$52.70		
3.	3601 Eastern Ave. (Enoch Pratt Free Library)	Mayor and City Council (Owner) David and Dad's - (Tenant)	Single face sign, 38" x 38"
	Annual Charge: \$ 70.30		
4.	934 N. Charles St.	Charles & Eager, LLC	Retain canopy w/ signage 7'x 7', three flags
	Annual Charge: \$207.60		
5.	1254 E. North Ave.	Willie Thomas	Retain double face electric sign 3½' x 3½', one egress stairway, one exhaust vent, three spot reflectors
	Annual Charge: \$427.80		

**MINUTES**

Department of General Services - cont'd

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.

**MINUTES**

Department of General Services - Perpetual & Temporary  
Construction Easement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a perpetual & temporary construction easement agreement with the PQ Corporation (formerly known as the Philadelphia Quartz Company). The period of the agreement is for one year as of the date of the physical entry upon the easement area.

**AMOUNT OF MONEY AND SOURCE:**

This Perpetual and Temporary Construction Easement is being granted at no cost to the City.

**BACKGROUND/EXPLANATION:**

The Department of Transportation is proposing to relocate a storm water line on a portion of the property owned by the PQ Corporation at 1301 East Fort Avenue. This perpetual and temporary construction easement agreement will allow the City's contractor to access the property to perform this work in conjunction with Department of Transportation Project No. TR-11310, Fort Avenue Bridge over CSXT.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the perpetual & temporary construction easement agreement with the PQ Corporation (formerly known as the Philadelphia Quartz Company).

**MINUTES**

Department of General - Energy Performance Contract-  
Services (DGS) Phase II GSE 11829 -  
Lexington Market Garage

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Energy Systems Group (ESG) for the construction of energy conservation measures (ECMs) and to authorize financing of the project through the Bureau of Treasury Management Master Lease Program.

**AMOUNT OF MONEY AND SOURCE:**

\$244,499.00

**BACKGROUND/EXPLANATION:**

The total cost of the construction project is \$244,499.00. The project cost will be financed through the City's Master Lease for Energy Performance Contracting Projects, provided through the City's Office of Treasury Management. The amount to be financed by the Master Lease is \$244,499.00. This includes capital costs for construction and project inspection and oversight. Annual loan payments will be made by the City utilizing funds that will be saved through the reduction of energy consumption by implementing the scope of work as proposed by the ESG. The amount of energy savings as related to each implemented ECM is guaranteed by the ESG for the life of the contract, which is six and one-half years after the completion of construction, which will be documented by a Certificate of Substantial Completion. In addition, the energy and operational savings will fund a one year monitoring and verification agreement for \$2,132.00

On December 12, 2007 the Board approved the Phase I - Energy Performance Contract with the ESG to provide a detailed energy audit and guaranteed savings program to reduce the City's energy consumption and maintenance costs for Lexington Market Garage lights.

## MINUTES

DGS - cont'd

This agreement will provide for the implementation of energy savings measures, guarantee of the resulting savings for the life of the contract, and monitoring and savings verification program for one year.

**MWBOO SET GOALS OF 8% MBE AND 4% WBE**

<b>MBE:</b>	Hunt Consulting, LLC	\$18,680.00	8%
<b>WBE:</b>	Lighting Maintenance, Inc.	\$ 9,340.00	4%

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Energy Systems Group for the construction of energy conservation measures and to authorize financing of the project through the Bureau of Treasury Management Master Lease Program.

MINUTES

TRANSFER OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

transfers of funds

listed on the following pages:

2775 - 2776

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.

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

MINUTES

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Mayorality Related/Department of Planning</u>			
1.	<b>\$200,000.00</b>	9904-902782-9129	9904-903782-9127
	23 <sup>rd</sup> Eco. Dev. Loan	Everyman Theatre	Everyman Theatre
		Renovations -	Renovations -
		Reserve	Active

This transfer will provide funds for the renovations to the Town Theatre at 315 W. Fayette Street as the new permanent home of Everyman's Theatre. The renovations will improve 28,000 sq. ft. of space in the Town Theatre, providing an additional 18,000 sq. ft. over its current, outgrown leased space. The renovations to the Town Theatre will increase the production capacity of the theatre.

Department of Recreation and Parks

2.	<b>\$ 70,000.00</b>	9938-905793-9475	9938-904793-9474
	Rec. & Parks	Reserve - Citywide	Active - Citywide
	25 <sup>th</sup> Series	Park Maintenance	Park Maintenance

This transfer will provide funds to cover the costs associated with the purchasing of park benches for various City parks.

3.	\$ 30,000.00	9938-908808-9475
	State	Reserve - Comm.
		Park and Play-
		grounds FY'11
	10,000.00	9938-902811-9475
	Rec. & Parks	Reserve - Park
	25 <sup>th</sup> Series	Master Plan
		Maintenance

	<b>\$ 40,000.00</b>	-----	9938-907808-9474
			Active - Community
			Park and Play-
			grounds FY'11

**MINUTES****TRANSFER OF FUNDS**

Dept. of Rec. and Parks - cont'd

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1064, Task No. 39 to Greenman-Pedersen, Inc. and to reconcile the account's deficit.

**MINUTES**

Baltimore Development Corporation - Addendum to Parking  
Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a addendum to parking lease agreement with Baltimore Ravens Limited Partnership (BRLP), tenant, for the rental of the City owned parking lot at 1411 Warner Street. The addendum extends the period of the parking lease agreement through January 31, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$53,300.00

**BACKGROUND/EXPLANATION:**

On November 5, 2008, the Board approved the purchase of 1411 Warner St. The purchase of this property completed the assemblage contemplated in the 2002 Carroll Camden Urban Renewal Plan Amendment. The property fits the criteria under the State law for a Video Lottery Terminal facility and is included in the current Request for Proposals issued by the State of Maryland.

On August 25, 2010, the Board approved a lease with the BRLP for the use of the property for parking at M & T Bank Stadium for Ravens games and other uses through August 31, 2011. The BRLP wishes to extend the lease for use during Ravens games through the current Ravens season. The current RFP and review period allows for the Board to consider this request. The rent for parking during Ravens games will be \$53,300.00. The BRLP will be responsible for maintenance of the property during the term of the lease.

**MINUTES**

BDC - cont'd

All other terms and conditions will remain in full force and effect.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the addendum to parking lease agreement with Baltimore Ravens Limited Partnership for the rental of the City owned parking lot at 1411 Warner Street.

**MINUTES**

Office of Risk Management - Sports Interscholastic Accident  
and Sports Activity Insurance Policy  
Renewal for Baltimore City Public  
School System

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the renewal of all Sports Interscholastic Accident and All Sports Activity Insurance Policy for the Baltimore City Public School System for the 2011-2012 school year.

**AMOUNT OF MONEY AND SOURCE:**

\$43,596.00 - 2043-000000-1450-162900-603014

**BACKGROUND/EXPLANATION:**

This policy provides accident injury coverage to all students participating in any sponsored interscholastic sports activity, further reducing the City's exposures. Markets for this exposure are limited. The policy renewed with the incumbent carriers, Markel Insurance and AIG, with no increase in premium or change in coverage.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized the renewal of the all Sports Interscholastic Accident and All Sports Activity Insurance Policy for the Baltimore City Public School System for the 2011-2012 school year.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payment of Settlement</u>			
1. Donnell Berry (Prior Owner)	1736 E. Chase St.	L/H	\$19,840.00

Funds are available in City Bond Funds, Account No. 9910-906416-9588-900000-704040.

On August 11, 2010, the Board approved the acquisition of the leasehold interest by condemnation, in 1736 E. Chase Street for the amount of \$77,160.00 based upon an independent appraisal valuation. The previous owner demanded \$115,000.00. On the day of the trial, the parties agreed to settle the case for the amount of \$97,000.00. Therefore, the Board is requested to approve payment of the balance in the amount of \$19,840.00 to the previous owner in settlement of this case.

UPON MOTION duly made and seconded, the Board approved the payment of settlement.

**MINUTES**Enoch Pratt Free Library - TRANSFER OF LIFE-TO-DATE  
SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Paul Derman.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

<u>NAMES</u>	<u>DAYS</u>
Stuart Ragland	1
Katherine Durner	5
Lorraine Godfrey	2
Tay Bushrod	2
Jan Westervelt	2
Lois Wright	1
Marilyn Hage	1
Faith Blair Edmonds	3
Xiaoyu Zhou	1
Sean McGuire	1
Alprescia River	5
John Kinsella	2
Gordon Krabbe	<u>1</u>
	<b>27</b>

**APPROVED FOR FUNDS BY FINANCE**

**THE LABOR COMMISSIONER RECOMMENDED APPROVAL.**

UPON MOTION duly made and seconded, the Board approved the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Paul Derman.

**MINUTES**

Mayor's Office of Minority and Women-Owned Business Development - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay Centerplate for catering services. The 5<sup>th</sup> Annual Women's Business Forum was held on Monday July 25, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$4,871.83 - 1001-000000-1250-152802-604014

**BACKGROUND/EXPLANATION:**

The Office hosted the 5<sup>th</sup> Annual Women's Business Forum on Monday July 25<sup>th</sup>, 2011 at the Baltimore Convention Center. This forum is a networking opportunity for business women in and around the City as well as City agency representatives.

**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 Centerplate for catering services.

**MINUTES**

Department of Transportation - Amendment No. 1 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of amendment no. 1 to agreement with KCI Technologies, Inc./STV, Inc., Joint Venture, for Project 1136, On-Call Conduit Occupancy Surveys Citywide. The amendment no. 1 extends the period of the agreement for one year, through November 9, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$2,000,000.00 - Upset Limit, account number will be determined with individual task

**BACKGROUND/EXPLANTION:**

On November 10, 2010, the Board approved the original agreement in the amount of \$3,000,000.00, for the joint venture to provide engineering services for three years. Under, the original agreement, the City has the sole option to extend the term of this agreement for one year, with the same terms and conditions.

The Department is requesting an increase in the amount of \$2,000,000.00 and a one-year extension.

**MBE/WBE PARTICIPATION:**

The Joint Venture will comply with Article 5, Subtitle 28 of the Baltimore City Code and 27% MBE and 10% WBE goals established in the agreement.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment no. 1 to agreement with KCI Technologies, Inc./STV, Inc., Joint Venture.

MINUTES

PERSONNEL MATTERS

\* \* \* \* \*

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

2785 - 2791

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 Mayor **ABSTAINED** on items no. 9, 10, 11, 12, 13, and 20.

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Law Department</u>		
1. <b>HERSH STEIN</b>	\$33.00	<b>\$39,600.00</b>

Account: 1001-000000-5824-408970-601009

Mr. Stein, retiree, will continue to serve as a Special Assistant City Solicitor. His duties will include, but not be limited to reviewing title reports in connection with the City's acquisition of interests in real property; searching Land Records and other public records to obtain title information; rendering legal advice to the City agencies concerning acquisition of real property interests and issues of Real Property Law; reviewing and approving for legal sufficiency options, contract of sales, deeds, easements; representing the City at settlements of real property acquisitions; reviewing and approving settlement sheets, fees and other charges of title companies, and processing post settlement procedures established by the Law Department and City agencies. The period of the agreement is August 25, 2011 through August 24, 2012.

Police Department

2. <b>MELBA D. CHAMBERS</b>	\$14.42	<b>\$30,000.00</b>
3. <b>SHEILA T. THOMPSON</b>	\$14.42	<b>\$30,000.00</b>

Account: 1001-000000-2042-198100-601009

Ms. Chambers and Ms. Thompson will serve as Contract Service Specialists. Each will be responsible for validating all police records entered into the National Crime Information Center (NCIC). They will also be responsible for contacting complainants/authors of NCIC supplemental reports; updating, and modifying or removing the NCIC validations. The period of the agreement is effective upon Board approval for one year.

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department</u> - cont'd		
4. <b>RAYMOND A. COLEMAN</b>	\$14.42	<b>\$30,000.00</b>

Account: 1001-000000-2042-198100-601009

Mr. Coleman will serve as a Contract Services Specialist for the Laboratory Section. He will be responsible for maintaining case file system and evidence files; coordinating fulfillment of subpoenas for Lab records and handling calls from departmental command, courts, attorney's offices, and other outside agencies. The period of the agreement is effective upon Board approval for one year.

5. <b>JOSEPH B. JOHNSON</b>	\$14.42	<b>\$30,000.00</b>
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Account: 1001-000000-2042-198100-601009

Mr. Johnson will serve as a Contract Services Specialist for the Property Section-Evidence Control Unit. He will be responsible for receiving property/evidence submissions from police offices and lab personnel; ensuring accuracy/completeness of paperwork and entering into tracking system; releasing property for further examination/evidence for court and updating tracking system for chain of custody and documents location.

He will also be assigned to the Overtime Unit and his duties include various scheduling and billing of overtime sites such as swimming pools, Orioles and Ravens games, and assist with the upcoming inaugural Baltimore Grand Prix. The period of the agreement is effective upon Board approval for one year.

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>		
6. <b>ADAM BOARMAN</b>	\$30.00	<b>\$54,600.00</b>

Account: 5000-578711-4711-361800-601009

Mr. Boarman will serve as a Landscape Architect for the Capital Development Division. His duties will include, but not be limited to preparing contract drawings and specifications for the renovation or development of City parks and playgrounds; preparing comprehensive Master Plan for community parks; preparing detailed cost estimates for various projects and meeting with community groups to explain planning and design projects. The period of the agreement is September 22, 2011 through September 21, 2012.

7. <b>GEORGE CANNOLES</b>	\$ 8.50	<b>\$10,200.00</b>
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Account: 2096-796642-7960-864200-601009

Mr. Cannoles will serve as an Orchid Curator/Gardner in the Horticulture Division. He will serve as curator of the orchid exhibit at the Howard Peters Rawlings Conservatory and gardening work in and around the grounds of the Conservatory. The period of the agreement is effective upon Board approval for one year.

8. <b>DAVID KNOWLTON</b>	\$35.00	<b>\$63,000.00</b>
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Account: 5000-578711-4711-361880-601009

Mr. Knowlton will work as an Architect for the Capital Development Division. He will be responsible for managing the design and construction phases associated with the renovation of various recreation facilities. His duties will include but not be limited to preparing architectural plans and specifications for various improvements and upgrades at existing recreation facilities, conferring with consultant architects, contractors, municipal agencies and in-house staff on various projects. The period of the agreement is effective upon Board approval for one year.

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Board of Liquor License Commission</u>		
9. CLEVELAND BRISTER	\$15.00	\$ 3,600.00
10. ANEES ABDUL-RAHIM	\$15.00	\$ 3,600.00
11. SYLVIA WILLIAMS	\$15.00	\$ 3,600.00
12. YVONNE CARLA BUTLER	\$15.00	\$ 3,600.00
13. ROGER BUSH, III	\$15.00	\$ 3,600.00

Account: 1001-000000-2501-259500-601063

The above-listed employees will serve as Liquor Board Inspectors. Their duties will include, but not be limited to visiting locations that have been issued special or one-day licenses; monitoring the sale and service of alcohol at the one-day license events or extensions of licenses; participating in undercover investigations and completing inspection reports for licensed premises in the City of Baltimore. The period of the agreement is effective upon Board approval for one year.

Department of Planning

14. ROBERT K. FREEMAN, JR.	\$20.19	\$18,500.00
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Account: 1001-000000-1873-187400-601009

Mr. Freeman will serve as a Special GIS Technician. His duties will include but not be limited to developing and producing digital and hardcopy computer-generated GIS data and custom map products; utilizing GIS software to perform spatial analysis and to design and create accurate cartographic products for the Mayor's Office of Information Technology and City agencies in response to the news media,

**MINUTES****PERSONNEL**Department of Planning - cont'd

public events, public safety and natural disaster emergencies. He will also be responsible for reviewing mapping plans and requests and determining proper symbols, line weights, style and size of lettering to be used; assisting in updating current GIS mapping features and information by adding, modifying and deleting items; assisting and advising City agency staff on GIS projects and mapping requests. The period of the agreement is September 24, 2011 through March 23, 2012.

Department of Transportation15. Create one position:

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

Cost: \$51,882.00 - 3001-000000-2303-659100-601001

16. Create the following position:

a. 42221 - Construction Project Supervisor I  
 Grade 115 (\$51,000.00 - \$72,200.00)  
 Job No. to be assigned by BBMR

Reclassify the following vacant position:

b. From 10172 - Division Chief II  
 Grade 952 (62,700.00 - \$90,900.00)  
 Job No. 5480-46877

To: 10173 - Division Chief III  
 Grade 955 (\$74,100.00 - \$102,300.00)

Costs: \$ 66,300.00 - 2024-000000-5480-395800-601001  
 12,272.00 - 2024-000000-5480-395600-601001  
**\$ 78,572.00**

**MINUTES****PERSONNEL**Department of Public Works, Bureau of Solid Waste17. Reclassify the following Position:

From: 33257 - Word Processing Operator II  
 Grade 075 (\$26,316.00 - \$29,913.00)  
 Job No. 5154-47935

To: 42981 - Recycling Program Associate  
 Grade 085 (\$34,562.00 - \$41,645.00)

Cost: \$8,730.00 - 1001-000000-5154-388100-601001

18. a. Reclassify the following Seven Positions:

Job Nos. 5152-34642, 5152-34843, 5152-36195,  
 5152-36230, 5152-35962, and 5152-36223

From: 53815 - Solid Waste Supervisor  
 Grade 089 (\$40,540.00 - \$49,222.00)  
 6 Positions

To: 53814 - Solid Waste Lead Worker  
 Grade 434 (\$35,194.00 - \$39,749.00)

Job No. 5152-36193

From: 52932 - Laborer Crew Leader I  
 Grade 486 (\$28,808.00 - \$30,118.00)  
 1 Position

To: 53814 - Solid Waste Lead Worker  
 Grade 434 (\$35,194.00 - \$39,749.00)

b. Create the following Position:

53814 - Solid Waste Lead Worker  
 Grade 434 (\$35,194.00 - \$39,749.00)  
 Job No. to be assigned by BBMR

Cost: (\$12,863.00) - 3001-000000-5152-386500-601001

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u>		
19. <u>Upgrade the following Class and Position</u>		
81247 - Director WIC Program		
	From: Grade 115 (\$51,000.00 - \$72,200.00)	
	To: Grade 117 (\$56,000.00 - \$79,400.00)	
Cost: \$8,044.00 - 4000-423212-3080-294100-601001		
<u>Office of the Mayor - Heritage Area</u>		
20. <b>JASON VAUGHN</b>	\$30.00	<b>\$27,500.00</b>
Account: 5000-567010-6390-484700-601009		\$12,500.00
5000-591410-6390-484700-601009		\$ 9,600.00
4000-434400-6390-484700-601009		\$ 5,400.00

Mr. Vaughn will continue to work as a Trails and Byways Manager. He will be responsible for coordinating the implementation of the Charles Street Scenic Byway Corridor Management Plan. The plan consists of recruiting and staffing an Advisory Committee, pursuing outside funding to implement the plan's high priority recommendations, assisting in organizing events and activities along the Byway, managing the development of the Baltimore National Heritage Area Trail System by overseeing the design, printing, and posting of print and web-based interpretive materials; and serving as a liaison. The period of the agreement is effective upon Board approval for six months.

**MINUTES**

Baltimore City Sheriff's Office - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of a grant award from the Cal Ripken, Sr. Foundation (CRSF). The period of the grant award is April 1, 2011 through November 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$12,500.00 - 5000-505010-1180-686800-603051

**BACKGROUND/EXPLANATION:**

The Cal Ripken Sr. Foundation is funded by the Office of Juvenile Justice and Delinquency and the Maryland Governor's Office of Crime Control and Prevention, which supports the Badges for Baseball Program.

The funds will be used to support The Badges for Baseball Program. This unique program was created to partner local law enforcement with area youth to provide mentorship and healthy choices. The program teaches leadership and sportsmanship through learning objectives that are taught at the baseball camps.

The CRSF hopes the learning objectives that will be taught along with the teamwork sessions presented will help build the character of its participants while fostering a safe environment to play baseball. The program will measure the behavioral changes in youth participants because of their participation in the program. The funds will be used for the fall and winter baseball program.

The grant award is late because necessary information was not available as a result of staffing being out of the office.

## MINUTES

Baltimore City Sheriff's Office - 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 acceptance of the grant award from the Cal Ripken, Sr. Foundation.

**MINUTES**

Bureau of Water and Wastewater - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay the Maryland Clean Water Fund.

**AMOUNT OF MONEY AND SOURCE:**

\$9,750.00 - 9960-903709-9557-900020-706099

**BACKGROUND/EXPLANATION:**

A fine of \$9,750.00 was levied against the City as a settlement of fines imposed by the Maryland Department of the Environment (MDE) for sediment and erosion violations on Water Contract 1164, Towson Finished Water Reservoir and Miscellaneous Repairs. The City of Baltimore has been granted a time extension from the MDE in order to procure the funds needed to settle the fines imposed. Failure to pay these fines within ten days of receipt of the MDE's notification letter dated June 16, 2011 could result in penalties up to \$10,000.00 per day for each sediment control violation and \$10,000.00 per day for water pollution violations and \$25,000.00 per day for sediment pollution. Construction Management is pursuing a course of action for reimbursement to the City, of the \$9,750.00 from Whiting Turner Contracting Company, the General Contractor, for WC 1164, Towson Finished Water Reservoir and Miscellaneous Repairs.

**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 Maryland Clean Water Fund. The President **ABSTAINED**.

**MINUTES**

Bureau of Water and Wastewater - Employee Expense Report

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expense report for Mr. Darwin Spedden for the month of March 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$271.83 - 2071-000000-5471-609200-603002

**BACKGROUND/EXPLANATION:**

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.

The request is late because of a delay in the administrative process.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the expense report for Mr. Darwin Spedden for the month of March 2011. The President **ABSTAINED**.

**MINUTES****TRAVEL REQUEST**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore Police Department</u>			
1. Jesse Oden	24 <sup>th</sup> Annual Colonel Henry F. Williams International Homicide Seminar September 17 - 22, 2011 (Reg. Fee \$800.00)		\$960.80

**TRAVEL REIMBURSEMENT/APPROVAL**Baltimore City Fire Department

2. Nicole Errett	2011 Urban Area Security Initiative (UASI) Conf. San Francisco, CA June 19 - 27, 2011 (Reg. Fee \$375.00)		\$ 1,965.15
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Ms. Errett traveled to San Francisco, CA from June 19 - 27, 2011 to attend the 2011 Urban Area Security Initiative Conference. The Department paid the registration and airfare in the amount of \$1,006.80 using a City issued credit card assigned to Mr. Robert Maloney. The Department is requesting the Board to retroactively approve the total travel expenses in the amount of \$1,965.15, which includes a reimbursement of \$958.35 to Ms. Errett.

Airfare	\$ 631.80
Registration Fee	\$ 375.00
Food	\$ 21.50
Hotel	\$ 866.85
Taxi to and from BWI	\$ 70.00
	<u>\$1,965.15</u>

**MINUTES****TRAVEL REIMBURSEMENT/APPROVAL** - cont'd

The subsistence rate allowed for this request at the time of travel was \$213.00 per day for a total of \$1,704.00.

UPON MOTION duly made and seconded, the Board approved the travel request and travel reimbursement/approval.

## MINUTES

Police Department - Grant Agreements

The Board is requested to approve and authorize execution of the various grant agreement with the Governor's Office of Crime Control and Prevention (GOCCP) for the indicated programs. The period of the grant agreement is July 1, 2011 through June 30, 2012, unless otherwise indicated.

<u>Program</u>	<u>Amount</u>
1. <b>FAMILY CRIMES VICTIMS ADVOCATE PROGRAM</b>	<b>\$ 35,000.00</b>

Account: 5000-516212-2013-688000-600000

On June 29, 2011, the Board approved this grant award based on a letter of intent. The goal of the program is to provide swift and comprehensive services to victims of domestic violence.

Working closely with the detectives assigned to the Family Crime Unit, a full-time Victim Advocate will be hired and will be responsible for providing crisis counseling, safety planning and resource identification to victims. The Victim Advocate will also provide supportive services to victims throughout the course of the investigation and prosecution of the case.

2. <b>FY'2012 CLINICAL CASE MANAGER PROJECT</b>	<b>\$ 17,498.00</b>
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Account: 5000-515912-2252-691000-600000

On June 29, 2011, the Board approved this grant award based on a letter of intent. The project focuses on properly assessing the needs of relocated crime victims and witnesses, connecting them to needed services and improving coordination and communication among agencies.

## MINUTES

Police Department - cont'dProgramAmount

The grant funds will be used to pay the salary and mileage for a part-time licensed Social Worker (Case Manager). The Case Manager will perform psychosocial assessments of crime victims and witnesses who are temporarily relocated to a safe house by the Police Department, in coordination with the Baltimore City Department of Housing and Community Development. The Case Manager also connects victims and witnesses to services and programs, and helps them with developing a permanent housing plan.

3. **GUN VIOLENCE REDUCTION** **\$ 84,875.00**  
**PERSONNEL SUPPORT**

Account: 5000-55112-2013-212900-600000

The grant funds no. GVRG-2012-1840, from the GOCCP, assists in developing and implementing strategies specifically intended to reduce gun related crime in the State of Maryland. The program pursues gun offender/s and trafficker/s, registers and tracks convicted gun offenders, and traces every gun that is recovered. This program and resulting initiatives will benefit the citizens of Baltimore City through a reduction in violent crime and illegal gun activity.

The funding will be used to support two crime laboratory personnel in the firearms unit and over-time funding for the Gun Trace Task Force to conduct specific initiatives and debriefings.

## MINUTES

Police Department - cont'd

<u>Program</u>	<u>Amount</u>
4. LICENSE PLATE READER INITIATIVE	\$ 72,063.00

Account: 4000-411312-2021-212600-600000

The grant funds no. BJAG-2009-1080, from the GOCCP, will allow the Department to utilize license plate reader technology to target vehicles operated by known violent offenders of investigative interest to the Department. Through strategically placed real-time automated scanning of vehicle license plates, the Department's detectives investigating violent crime will enhance their capacity to detect and apprehend violent offenders and reduce the violent crime in Baltimore City.

The funds will be used for the purchase of automated license plate readers, necessary hardware, software and licensing agreements. The grant agreement is for the period April 1, 2011 through December 31, 2011.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned grant agreements with the Governor's Office of Crime Control and Prevention for the indicated programs.

**MINUTES**Police Department - Interagency Agreements

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

1. **DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (DHCD)** **\$261,930.00**

Account: 5000-509912-2252-690708-607001

On July 27, 2011, the Board approved acceptance of the Violence Prevention Initiative grant (no.CSA-2012-1993), from the Governor's Office of Crime Control and Prevention. The CSAFE-VPI focuses on reducing violent crime through enhanced supervision of violent offenders and gun offenders, and through targeted law enforcement identified high crime areas in Baltimore City.

The DHCD will employ and supervise six attorneys and four paralegals to implement property-based crime prevention strategies. The interagency agreement is for the period July 1, 2011 through June 30, 2012.

2. **DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (DHCD)** **\$160,000.00**

Account: 4000-435210-2250-670004-607001

On September 21, 2009, the Board approved acceptance of the 2009 Edward Byrne Memorial Justice grant (no. 2009-DJ-BX-1436), from the U.S. Department of Justice, Office of Justice Programs.

**MINUTES**Police Department - cont'd

Under this agreement, grant funds will be used to employ attorneys, paralegals, and paralegal assistants to target Baltimore's most needy communities by educating stakeholders, and by pursuing drug nuisance and code enforcement cases. The interagency agreement is for the period October 1, 2010 through September 30, 2011.

The agreements are late because they were recently received.

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**Police Department - Payment of Back Salary

The Board is requested to approve and authorize payments of back salary for the following Baltimore City Police Officer.

1. Milton G. Smith, III \$31,802.37

Account: 1001-000000-2041-195500-601062

On May 5, 2010, Mr. Milton G. Smith, III was suspended without pay. Pursuant to Article 16(A)(2) of the Memorandum of Understanding between the Baltimore Police Department and the Fraternal Order of Police Lodge No. 3, the officer is entitled to receive back pay for the period he was suspended without pay.

The back pay represents the amount of salary that the officer would have earned for the period May 5, 2010 through May 5, 2011.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized the payments of back salary for Baltimore City Police Officer, Milton G. Smith, III. The President voted **NO**.

**MINUTES**Police Department - Memoranda of Understanding

The Board is requested to approve and authorize execution of the various memoranda of understanding (MOU).

**1. DUBAI NIGHTCLUB**

Reimbursement will be deposited in Account No. 1001-704046-0000-000000-130166

**2. MIST NIGHTCLUB**

Reimbursement will be deposited in Account No. 1001-704074-0000-000000-130166

The nightclubs represents an entertainment venue to the Baltimore nightlife. The weekend activities draw the largest concentrations of persons to this area and therefore the nightclubs and the City seek to provide a safe environment for all persons who work in or visit the area of downtown Baltimore.

The parties agree that a deployment of visible officers in the area will be beneficial. The current staffing levels and budget of the Department are not sufficient to deploy additional dedicated Officers in a foot patrol capacity at the times such measures may be most helpful. Additional foot patrol deployment will be provided on Friday and Saturday night. The nightclubs will reimburse the City monthly. The period of the agreement is effective upon Board approval for one year.

**3. JOHNS HOPKINS BLOOMBERG SCHOOL OF PUBLIC HEALTH** **\$ 60,427.93**

Account: 4000-435911-2013-197500-607001

The organization will participate in the Department's Gun Violence Reduction Strategy. On December 8, 2010 the Board approved acceptance of a grant from the U.S. Department of Justice, Office of Justice Programs. The Johns Hopkins Bloomberg School of Public Health will provide evaluation services for the program, as required by the grantor. The period of the agreement is effective upon Board approval through September 30, 2012.

## MINUTES

Police Department - cont'd

- |    |  |              |
|----|--|--------------|
| 4. | OLIVER COMMUNITY ASSOCIATION, INC.                             | \$ 61,625.00 |
| 5. | COLDSTREAM HOMESTEAD MONTEBELLO<br>COMMUNITY CORPORATION, INC. | \$ 53,400.00 |

Account: 5000-509912-2252-690706-607001

The organizations will participate in the Department's Violence Prevention Initiative. On July 27, 2011 the Board approved acceptance of a Governor's Office of Crime Control Prevention. This program focuses on violent and gun offenders, and targeted law enforcement in high crime areas within the City. The organizations will employ a full-time Reentry Resource Coordinator to develop and implement a site based program/curriculum of reentry services for their CSAFE-VPI area. The period of the agreement is July 1, 2011 through June 30, 2012.

The MOU are late because the executed agreements were just received.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED (EXCEPT ITEMS NOS. 1 AND 2) AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned memoranda of understanding. The President **ABSTAINED** on item no. 3.

## MINUTES

Law Department - Opinion - Request for Refund of Real  
Property Taxes

The Board is requested to approve a refund of real property taxes for Mr. Robert S. Lake, claimant.

It is the opinion of the Law Department that the claimant meets the qualifications for a real property tax exemption as a disabled veteran, and that the claimant is eligible to receive a refund of taxes paid because he was honorably discharged from the armed services, declared by the Veteran's Administration to have a permanent 100% service connected disability, and occupied a single family dwelling during the period in question. It has been determined that the claimant is entitled to a refund of real property taxes, which were paid as follows:

<u>Claimant</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
1. ROBERT S. LAKE	1510 Ralworth Street	2009/2010 2008/2009	\$2,027.22 972.98
		<b>Total Refund</b>	<b>\$3,000.20</b>

Mr. Lake filed his application on June 24, 2011. Pursuant to the Tax Property Article, Section 208(h)(2) it is required that interest shall be paid at the rate the county or municipal corporation charges on overdue taxes and that the interest shall accrue from the date the application is filed with the county or municipal corporation. In order to avoid interest being paid, the claimant's application for a refund must be made within 60 days of the application.

**MINUTES**Department of Law - Settlement Agreement and Release

The Board is requested to approve and authorize execution of the settlement agreement and release for the case, Barbara Floyd v Detective Grossman, et al.

\$ 30,000.00

Account: 1001-000000-2041-195500-603070

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the refund of real property taxes for Mr. Robert S. Lake.

**MINUTES**

Department of Planning - Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a consultant agreement with Cultural Resources Management Group (CRMG). The agreement is effective upon Board approval for 120 days.

**AMOUNT OF MONEY AND SOURCE:**

\$45,000.00 - 2089-208911-1872-187400-603018

**BACKGROUND/EXPLANATION:**

On December 8, 2010, the Board accepted four consultant proposals to draft an "Operating Business and Finance Plan" for the Edgar Allan Poe House and Museum. The proposals included two parts; a written technical and price proposal. All four written proposals were reviewed and scored by an Evaluation Committee. Subsequently, the Board of Estimates authorized the opening of all price proposals on March 9, 2011. The CRMG was the highest scoring consultant and submitted the most responsive price proposal.

Therefore, the Department of Planning would like CRMG to create this plan that will highlight a practical blueprint to insure financial sustainability of the Poe House by July 1, 2012.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the consultant agreement with Cultural Resources Management Group.

**MINUTES****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

\* \* \* \* \*

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

UPON MOTION duly made and seconded,

awarded the formally advertised contracts

listed on the following pages:

2810 - 2813

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

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

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

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

1. B50001987, Hauling Asphalt	<u>1<sup>st</sup> Call</u> L&J Construction Services, Inc.	\$100,000.00
	<u>2<sup>nd</sup> Call</u> Cherry Hill Hauling & Towing Service, Inc.	<u>50,000.00</u> <b>\$150,000.00</b>

L&J Construction Services, Inc.

<b>MBE:</b> G & W Trucking Corporation	20.00%
<b>WBE:</b> Morgan Construction Services, Inc.	7.00%

Cherry Hill Hauling & Towing Service, Inc.

<b>MBE:</b> Unlimited Trucking, LLC	20.00%
<b>WBE:</b> S & L Trucking, LLC	7.00%

**MWBOO FOUND VENDORS IN COMPLIANCE.**Department of Transportation

2. TR 11302, Resurfacing Highways at Various Locations, Southwest Sector III	M. Luis Construction Co., Inc.	\$2,566,617.03
<b>DBE:</b> Fallsway Construction Co., LLC	\$220,800.00	8.60%
Rowen Concrete, Inc.	<u>189,901.00</u>	<u>7.40%</u>
	<b>\$410,701.00</b>	<b>16.00%</b>

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$2,951,609.57</b>	9950-903768-9514	
Federal	Federal Resurfacing	
	Sector III	
\$2,566,617.03	-----	9950-901843-9514-6
		Structures & Improvements
256,661.70	-----	9950-901843-9514-5
		Inspections
128,330.84	-----	9950-901843-9514-2
<u>\$2,951,609.57</u>		Contingencies

This transfer will cover the costs associated with the award of contract no. TR 11302 to M. Luis Construction Co.

4. TR 11303, Resurfacing Highways at Various Locations, Southeast Sector IV	M. Luis Construction Co., Inc.	\$2,446,715.13
 <b>DBE:</b>	Rowen Concrete, Inc.	\$155,800.00      6.37%
	Fallsway Construction Co., LLC	<u>186,800.00</u> 7.63%
		<b><u>\$342,600.00</u>      14.00%</b>

MINUTES

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:**

Department of Transportation - cont'd

5. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$2,391,664.04	9950-901767-9514	
Federal	Resurfacing NW	
	Sector II	
422,058.36	9950-904223-9528	
MVR	Frederick Ave	
<b><u>\$2,813,722.40</u></b>		
\$2,446,715.13	-----	9950-903844-9514-6
		Structures & Improvements
244,671.51	-----	9950-903844-9514-5
		Inspections
122,335.76	-----	9950-903844-9514-2
<b><u>\$2,813,722.40</u></b>		Contingencies

This transfer will cover the costs associated with the award of contract no. TR 11303 to M. Luis Construction Co.

6. TR 10015, Reconstruction M. Luis Construction \$ 920,439.85  
of Footways Citywide Co., Inc.

**MBE:** Fallsway Construction \$250,000.00 27.16%  
Co., LLC

**WBE:** Rowen Concrete, Inc. 95,000.00 10.32%

**MWBOO FOUND THE VENDOR IN COMPLIANCE**

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation

7. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 529,252.91	9950-904100-9504	
MVR	Contr. Reserve	
	Footway	
529,252.91	9950-904100-9504	
Other	Contr. Reserve	
<u>\$1,058,505.82</u>	Tree Roots	
\$ 920,439.85	-----	9950-908440-9504-6
		Structures & Improvements
92,043.99	-----	9950-908440-9504-5
		Inspections
46,021.98	-----	9950-908440-9504-2
<u>\$1,058,505.82</u>		Contingencies

This transfer will cover the costs associated with the award of contract no. TR 10015 to M. Luis Construction Co.

**MINUTES**

Department of Human Resources - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay the Tremont Plaza Hotel. The period of the expenditure is October 16, 2011 through October 21, 2011.

**AMOUNT OF MONEY AND SOURCE:**

<u>Amount</u>	<u>No. of Examiners</u>	<u>Per Night Cost</u>	<u>No. of Nights/Days</u>
\$ 5,400.00	Meals for 24 Overnight Examiners	\$45.00	5 Nights
160.00	Meals for 2 Commuting Examiners	\$20.00	4 Days
2,125.00	Parking for 17 Examiners	\$25.00	5 Days
200.00	Parking for 2 Commuting Examiners	\$25.00	4 Days
800.00	Parking for 8 DHR Staff	\$25.00	4 Days
444.00	Roundtrip Mileage for 12 examiners	800 miles @ .555/mile	
85.00	(1) examiners Philadelphia by Train		

## MINUTES

DHR - cont'd

2,005.00 Estimated Round Trip airfare total for (6) examiners with service fee:

(1) Savannah =	\$ 420.00
(1) Louisville =	\$ 375.00
(2) Nashville =	\$ 600.00
(1) Detroit =	\$ 260.00
(1) Orlando =	\$ 350.00

300.00 Tolls (est.)

490.00 Taxi services, etc. @ \$70.00 each for (7) examiners from airport

500.00 Miscellaneous (emergency charges, etc.)

50.00 - Audiovisual equipment

**\$12,559.00 - 1001-000000-1603-172500-603026**

**BACKGROUND/EXPLANATION:**

The Department will administer the oral portion of the Police Lieutenant examination to approximately 134 candidates who qualify to take the examination. Twenty-six examiners have been recruited from 16 police jurisdictions. The Examiners will participate with the assistance of the examination consultant, Mr. Chad Legel. Eight panels of three, plus two alternates will interview the candidates.

The expenditure will cover costs incurred for the Police Lieutenant promotional oral examination process. The expenditure will pay meal allowance, parking, mileage and travel-related expenses incurred by 26 examiners recruited from various Police Department jurisdictions to administer the examination.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

MINUTES

DHR - cont'd

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay the Tremont Plaza Hotel.

**MINUTES**

Baltimore Development Corporation - Land Disposition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement (LDA) with Liberty Heights Shopping Center, LLC (LHSC) for the sale of 4601 Liberty Heights Avenue (Block 8297, Lots 1 - 11, Block 8305, Lots 7-15A and 17, 4600 Block of Maine Avenue Right-of-Way, and 10' alley between Maine Avenue and Liberty Heights Avenue).

**AMOUNT OF MONEY AND SOURCE:**

\$2,000,000.00 - Purchase Price

**BACKGROUND/EXPLANATION:**

Since 1999, when the Super Pride at Hillsdale Road and Liberty Heights Avenue closed the residents of Howard Park and the surrounding communities have made efforts to attract a supermarket to serve this group of communities. Working with their partners in City government, the community has explored a variety of avenues to achieve this goal.

In an effort to address this concern and to fill this significant void in the community, the City in partnership with the Howard Park Community proposed the development of a Class A, full-service supermarket on a 5.6 ac site in the heart of the Howard Park Business Area. Since 2006 BDC, on behalf of the Mayor and City Council, has been acquiring property in the area to assemble a parcel large enough to accommodate this need.

According to the terms of the agreement, the City will sell the parcels to the LHSC for the sole purpose of constructing a 67,250 square foot Class A full line supermarket and pharmacy. The LHSC will lease the property to Shop rite of Liberty Heights, LLC who will operate the grocery store.

The parcel in question is within the boundaries of the Howard Park Business Area Urban Renewal Area (the "Renewal Area") established by Ordinance No. 79-1196, originally approved November 21 1979, as amended, and is subject to the Urban Renewal Plan (the "Renewal Plan"), as amended and adopted pursuant to said Ordinance.

## MINUTES

Baltimore Development Corporation - cont'd

The City is authorized to sell, lease, convey, transfer or otherwise dispose of the Property by virtue of (i) Article II, Section 15 of the Baltimore City Charter, 1964 Revision (the "Charter Provision"); (ii) Article 13 of the Baltimore City Code 2000 Edition (the "City Code"), which established the Department pursuant to the Charter Provision; (iv) the provisions of the Renewal Plan; and (v) Baltimore City Ordinance No. 06-368.

The City will convey the property to the LHSC in consideration of receiving an obligation to pay the purchase price (\$2,000,000) over time on the following terms. The interest rate for the debt will be zero or 4 years then 9% per annum until maturity, with 5% being paid currently and 4% deferred until the maturity date. Interest payments of amounts due are due and payable annually in arrears on the fifth anniversary of the Settlement Date and each anniversary date thereafter. The interest rate after an Event of Default is 11% per annum. The debt will mature eight (8) years after the Settlement Date, when all unpaid principal and interest is due and payable in full.

Based on the terms proposed by the LHSC, the following benefits would be realized by the City as a result of the disposition of the Howard Park Grocery site:

- The community would receive a 67,250 s.f. Class A, full-service supermarket with a parking field of 278 spaces.
- The City investment is based upon the deferred payment of \$2,000,000.00 for the development site and the \$500,000.00 commitment to the pre-opening employee training. Based on this investment the 20-year Net Present Value (NPV) is \$2,337,656.00 at a 6% discount rate, and the City's Internal Rate of Return (IRR) is projected to be 18%.
- City taxes during construction and per annum (personal income/ piggy back/ sales/ property) estimated at \$310,442.00 over the first 20 years.
- The City would receive \$2,000,000.00 for the sale of the development site, to be paid in the eighth year of the project.

**MINUTES**Baltimore Development Corporation - cont'd

- It is estimated that the project will produce 80 full-time and 200 part-time permanent jobs.
- It is estimated that the project will produce 150+ construction and related jobs for the City during development.
- Protect the City's financial and physical assets associated with the facility.

**MBE/WBE PARTICIPATION:**

The LHSC has executed the Commitment to Comply with the Minority and Women's Business Enterprise program of the City of Baltimore.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Liberty Heights Shopping Center, LLC for the sale of 4601 Liberty Heights Avenue (Block 8297, Lots 1 - 11, Block 8305, Lots 7-15A and 17, 4600 Block of Maine Avenue Right-of-Way, and 10' alley between Maine Avenue and Liberty Heights Avenue).

Mayor: "The second item is a Land Disposition Agreement for the new Liberty Heights Shopping Center. Since, 1999 when the Super Pride closed at Liberty and Hillsdale, the residents of Howard Park have been without a neighborhood grocery store. This has

## MINUTES

Baltimore Development Corporation - cont'd

been something that I dealt with since my time on the Council and we have fought very hard for this day. The community members had to travel very long distances to the County for fresh healthy foods and for everyday family needs. Soon the people of Howard Park and the surrounding neighborhoods will have a full service Shop Rite store that is a short walk or bus ride or drive from their home. This project will produce over 150 construction and related during the development of the project, and once the store opens, there will be 84 full-time and 200 part-time employees of the establishment. This is the kind of project that I want to bring to Baltimore's neighborhoods and I am proud that we were able to do it. I am grateful for the Baltimore Development Corporation, my Economic and Neighborhood Development team and the people of the Howard Park community for working together to address the needs of the community. This could not happen without the cooperation of all of the stakeholders including the Department of Social Services who stepped up with a workforce-training component of the project to ensure that the residents, the community members in

## MINUTES

Baltimore Development Corporation - cont'd

and around Howard Park would get direct benefit through training opportunities so that they can have access to those jobs. So, I am really pleased that this day has come. I know the people of Howard Park are beyond thrilled and I am looking forward to a groundbreaking. So thank you very much."

\* \* \* \* \*

**MINUTES****PROPOSALS AND SPECIFICATIONS**

There being no objections, the Board, UPON MOTION duly made and seconded, approved the following Proposal and specifications to be advertised for receipt and opening of bids on the dates indicated:

1. Department of Transportation - TR 10319, York Road Rehabilitation from 43<sup>rd</sup> Street to Glenwood Avenue  
**BIDS TO BE RECV'D: 09/21/11**  
**BIDS TO BE OPENED; 09/21/11**
  
2. Department of Transportation - TR 11311, Harbor Connector Water Taxi Dock Improvements  
**BIDS TO BE RECV'D: 09/28/11**  
**BIDS TO BE OPENED; 09/28/11**

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 the bids scheduled to be received and opened today, the Clerk announced that the following Bureau had issued an addendum extending the dates for receipt and opening of bids on the following contract. There were no objections.

Bureau of Purchases

- B50002024, Install & Maintain CCTV Cameras in the Northeast District
- BIDS TO BE RECV'D: 08/31/11**
- BIDS TO BE OPENED: 08/31/11**

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

Department of Transportation

- TR 11019, City Wide Sidewalk Rehabilitation

Machado Construction Co, Inc.  
Civil Construction, LLC  
Anchor Construction Corp.  
Total Contracting, Inc.

## MINUTES

- Bureau of Water and Wastewater - SWC 12310, Quarantine Road & Millennium Landfills
- Sargent Corporation  
Potts and Callahan, Inc.  
American Infrastructure
- Dept. of Recreation and Parks - RP 10854R Luckman Park Site
- JLN Construction Services, LLC  
Allied Contractors, Inc.  
Barton Malow Co.  
Bensky Construction Co., LLC
- Bureau of Purchases - B50001980, Maintenance of City Owned Fountains
- Field Enterprises, LLC  
Mid Atlantic Fountain Design and Manufacturing Co. Inc.
- Bureau of Purchases - B50002073, Six Wheel Dump Truck
- Beltway International, LLC  
Chesapeake Ford Truck Sales, Inc.  
Baltimore Freightliner
- Bureau of Purchases - B50002088, Drain Cleaning Services
- Mitchell Plumbing & Heating, Inc.

MINUTES

\* \* \* \* \*

There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next scheduled meeting on Wednesday, August 31, 2011.

JOAN M. PRATT  
Secretary