

MINUTES**REGULAR MEETING**

Stephanie Rawlings-Blake, President
Sheila Dixon, Mayor
Joan M. Pratt, Comptroller and Secretary
George A. Nilson, City Solicitor
Donald Huskey, Deputy City Solicitor
David E. Scott, Director of Public Works
Ben Meli, Deputy Director of Public Works
Bernice H. Taylor, Deputy Comptroller, and Clerk

The meeting was called to order by the President.

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:

Angelozzi Brothers, Inc.	\$ 8,000,000.00
Atlantic Refinishing & Restoration, Inc.	\$ 8,000,000.00
Bomark Electric Company	\$ 8,000,000.00
C&D Waterproofing Corp.	\$ 8,000,000.00
Concrete General, Inc.	\$ 87,300,000.00
Cruz Contractors, LLC	\$ 17,505,000.00
D&O Contracting Services, Inc.	\$ 369,000.00
DRM Associates, Inc.	\$ 2,583,000.00
Dissen & Juhn, LLC	\$ 17,856,000.00
Donald Excavating, Inc.	\$ 1,500,000.00
Ferguson Enterprises, Inc.	\$ 8,000,000.00
Glover Equipment Sales Group, LLC	\$ 8,000,000.00
Guardrails, Etc., Inc.	\$ 8,000,000.00
KCI Technologies, Inc.	\$150,000,000.00
Lazzati Construction Company, Inc.	\$ 6,129,000.00
Overhead Door Co. of Baltimore, Inc.	\$ 7,281,000.00
Park Heights Development Corporation	\$ 1,116,000.00
Ronkin Construction, Inc	\$ 8,000,000.00
Smith-Midland Corporation	\$ 60,381,000.00

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:

A S Architects, Inc.	Architect
ATS-Chester Engineers	Engineer

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

E&G Consulting, LLC	Architect
David H. Gleason Associates, Inc.	Architect
Herbert, Rowland & Grubic, Inc.	Landscape Architect
	Engineer
	Land Survey
	Property Line Survey
	Survey
Pure Technologies US, Inc.	Engineer
Symbiosis, Inc.	Landscape Architect
Working Energy Enterprise	Engineer

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.

MINUTESLaw Department - Claim Settlement

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

1. Daquon Lewis et al v. \$ 45,000.00
Officer Johnson, et al

Account: 2036-000000-1750-177499-603070

2. Edward Jackson v. \$100,000.00
Kevin P. Clark et al

Account: 1001-000000-2000-195500-603070

3. Ronald Waltemeyer v. \$ 67,500.00
Darryl Strange, et al

Account: 1001-000000-2000-195500-603070

UPON MOTION duly made and seconded, the Board approved the settlement of the three claims listed above.

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

The Board is requested to approve a refund of real property taxes for Mr. Johnnie Parham for his property at 445 Pitman Place.

It is the opinion of the Law Department that Mr. Parham meets the qualifications for a real property tax exemption for blindness, and that he is eligible to receive a refund of taxes paid within three years of his application for a refund on December 7, 2009 since he has resided in a dwelling occupied by not more than two families during the period in question. His property was assessed at \$6,000.00 in 2007/2008, \$25,700.00 in 2008/2009 and \$45,400.00 in 2009/ 2010.

It has been determined that Mr. Parham is entitled to a refund of real property, taxes, for 2007/2008, 2008/2009 and 2009/2010 taxable years which were paid as follows:

<u>Property</u>	<u>Amount</u>	<u>Taxable Year</u>
445 Pitman Place	\$ 357.00	2007/2008
	357.00	2008/2009
	357.00	2009/2010
	<u>\$1,071.00</u>	

UPON MOTION duly made and seconded, the Board approved a refund of real property taxes for Mr. Johnnie Parham for his property at 445 Pitman Place.

MINUTESDepartment of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 13** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on December 9 and 16, 2009.

The Board **NOTED 13** favorable reports on Transfers of Funds approved by the Board of Estimates.

MINUTESCARE - cont'd

The organizations will use the funds to provide a multitude of services to older adults in Baltimore City. Services will include nutrition, education, healthcare, and recreation. Senior Center programs are a crucial component of CARE's community services activities that are being provided for both well and frail older adults residing in Baltimore City.

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

MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS.

MWBOO FOUND VENDORS IN COMPLIANCE.

8. **ST. AMBROSE HOUSING AID CENTER, INC.** **\$ 8,500.00**

Account: 4000-433510-3250-319700-607001

The funds will allow St. Ambrose Housing Aid Center, Inc. to continue to assist elderly adults with housing needs through the Home-Sharing Program. The program is designed to be an alternative to the institutionalization of frail and elderly residents of Baltimore City. The program will identify and match elderly residents with senior homeowners living alone in single family dwellings. The program will promote program services, screen and interview applicants, complete home assessments, recruit appropriate housemates for applicants, and provide counseling services.

The agreements are late because budget negotiations and reviews between CARE and the listed vendors took longer than anticipated.

9. **THE HARRY AND JEANETTE WEINBERG PLACE, INC.** **\$13,187.00**

Account: 4000-432910-3250-319700-604014

Under the terms of this agreement, CARE will reimburse The Harry and Jeanette Weinberg Place, Inc. for meals served to

MINUTESCARE - cont'd

elderly congregate housing residents. The previous provider, Jewish Community Services, Inc. transferred the congregate housing services program to The Harry and Jeanette Weinberg Place, Inc. effective July 1, 2009. Documentation verifying the transfer has been submitted. The Baltimore City Department of Law reviewed and verified the documentation regarding the transfer. CARE reimburses other providers through similar agreements approved by the Board.

The agreement is late because CARE was waiting for the signed agreement from The Harry and Jeanette Weinberg Place, Inc.

10. **WOODBOURNE WOODS, INC.** **\$ 25,580.00**

Account: 4000-432910-3250-319700-604014

Under the terms of this agreement, CARE will reimburse Woodbourne Woods, Inc. for meals served to elderly congregate housing residents at Woodbourne Woods Apartments. CARE reimburses other providers through similar agreements approved by the Board.

The agreement is late because of unforeseen revisions to the agreement. It was necessary for CARE to wait for the signed agreement from Woodbourne Woods, Inc. prior to submitting this request to the Board.

MWBOO GRANTED A WAIVER.

11. **G.S. HOUSING, INC.** **\$ 86,067.00**

Account: 4000-432910-3250-319700-604014

Under the terms of this agreement, CARE will reimburse G.S. Housing, Inc. for meals served to elderly congregate housing residents at Belvedere Green Apartments. CARE reimburses other providers through similar agreements approved by the Board.

MINUTESCARE - cont'd

The agreement is late because of unforeseen revisions to the agreement. It was necessary for CARE to wait for the signed agreement from G.S. Housing, Inc., prior to submitting this request to the Board.

MWBOO GRANTED A WAIVER.

12. **MEALS ON WHEELS OF CENTRAL MARYLAND, INC. (MOW)** **\$1,101,408.00**

Account:	4000-434310-3250-319700-604014	\$ 869,525.00
	6000-635110-3250-319300-604014	\$ 231,883.00

Under the terms of this agreement with CARE, the MOW will provide nutritionally balanced meals to homebound and/or frail elderly residents of Baltimore City. The MOW is currently providing this service under a sole source agreement with CARE and has the capability and willingness to continue the same. The supplier provides unique professional services in the Maryland area, which are available from no other vendor.

The agreement is late because of funding negotiations and adjustments took longer than anticipated. Therefore, it was necessary for CARE to wait for the signed agreement from the MOW.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Commission on Aging and Retirement Education (CARE) - Notification of Grant Award (NGA)

AMOUNT OF MONEY AND SOURCE:

The Board is requested to approve acceptance of the NGA for Title III Federal Allocation Funds for Fiscal Year 2010 from the Maryland Department of Aging (MDoA). The period of the NGA is October 1, 2009 through September 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$1,650,458.00	-	4000-433510-3250-319700-600000
1,453,871.00	-	4000-432910-3250-319700-600000
869,525.00	-	4000-434310-3250-319700-600000
54,425.00	-	4000-436210-3250-319300-600000
601,959.00	-	4000-436110-3250-316900-600000
64,396.00	-	4000-433910-3250-319400-600000
\$4,694,634.00		

BACKGROUND/EXPLANATION:

Under the terms of this NGA, CARE will utilize interim funds from the MDoA for State funded programs. These funds will provide a variety of services for older adults residing in Baltimore City.

The request is late because it was recently received from the MDoA.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the NGA for Title III Federal Allocation Funds for Fiscal Year 2010 from the Maryland Department of Aging.

MINUTES

Commission on Aging and Retirement Education (CARE) - Notification of Grant Award (NGA)

AMOUNT OF MONEY AND SOURCE:

The Board is requested to approve acceptance of the NGA for Title III Federal Allocation Funds for Fiscal Year 2010 from the Maryland Department of Aging (MDoA) for the Nutrition Services Incentive Program (NSIP). The period of the NGA is October 1, 2009 through September 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$207,247.00 - 6000-633510-3250-319300-000000

BACKGROUND/EXPLANATION:

Under the terms of this NGA, CARE will utilize interim NSIP funds from the MDoA to provide meal services to homebound and/or frail elderly residents in Baltimore City.

The request is late because it was recently received from the MDoA.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the NGA for Title III Federal Allocation Funds for Fiscal Year 2010 from the Maryland Department of Aging for the Nutrition Services Incentive Program.

MINUTES**TRANSFERS OF FUNDS**

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

14 - 21

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 President **ABSTAINED** on item No. 21.

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Bureau of General Services</u>		
1. \$600,000.00 Gen. Funds	9916-901134-9194 Reserve - Asbestos Management Program	9916-903135-9197 Active - Asbestos Removal AHERA

This transfer will provide funding for various asbestos abatement projects for the Baltimore City Public School System.

2. \$250,000.00 Gen. Fund	9916-901134-9194 Reserve - Asbestos Removal Program	9916-902134-9197 Active - Asbestos Removal
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This transfer will provide funding for various asbestos abatement projects.

3. \$450,000.00 1 st Public Bldg.	9916-901826-9194 Reserve - Fire Station Roof and Window Improv.	9916-902826-9197 Active - Fire Station Roof and Window Improv.
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This transfer will provide funds to cover the cost of on-call contractors and in-house cost to repair or replace fire station roofs, windows and related structural repairs.

4. \$150,000.00 Gen. Fund	9916-903172-9194 Reserve Fencing - Improv.	9916-905172-9197 Active - Fencing Improv.
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The Fleet Management Substations facilities were built in the mid-sixties and are in need of renovation and repair. Fencing improvements at these locations will provide for increased security as well as improve the aesthetics at the facilities.

MINUTES**TRANSFERS OF FUNDS**

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>			
5.	\$ 59,115.10	9950-902575-9509	9950-907840-9514-3
	MVR	Const. Res. -	Design & Studies
		Hanover Street	Howard Street
		Draw Bridge	Arch Bridge

This transfer will fund costs associated with the award of Task No. 9 on Project 1038 (B/D #07026) with Rummel, Klepper & Kahl, LLP for additional evaluation and design for the replacement of both expansion bearings at Pier 4 of the Howard Street Arch Bridge.

6.	\$ 60,539.82	9950-903550-9509	9950-903543-9506-3
	MVR	Const. Res. -	Design & Studies
		Neighborhood	West Port Trail
		Reconst.	

This transfer will fund costs associated with the award of Task No. 14 on Project 1074 (B/D #08038) with STV, Inc. for the design and preparation of contract documents for the "West Port Trail".

7.	\$1,262,028.00	9950-919001-9509	9950-905035-9512
	Federal	Constr. Res. -	Traffic Signal
		Unallotted	System Integration

This transfer will fund the placement of Req. 537551 with Siemens Energy & Automation Inc. for the project "Traffic Signal System Integration" under contract BP-02155.

8.	\$3,500,000.00	9950-906800-9514	9950-911032-9528
	State Const.	Const. Res. -	Claremont/Freedom
	Loans	Bond Fund	Village

This transfer will cover the costs associated with the project "Claremont/Freedom Village".

MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation - cont'd</u>			
9.	\$3,500,000.00	9950-911032-9528	9950-902874-9508
	MVR	Const. Res. Clare- mont/Freedom Village	DOT Facilities Master Plan

This transfer will cover the costs associated with the project "DOT Facilities Master Plan".

10.	\$ 60,000.00	9950-904054-9512	
	MVR	Traffic Signal Maintenance Equip.	
	\$1,000,000.00	9950-905626-9528	
	MVR	Const. Res. - Brighton Infra- structure Improv.	
	<u>\$1,060,000.00</u>		
	\$1,060,000.00	-----	9950-902064-9512
			Automation of Traffic Sign Shop

This transfer will cover the costs associated with the project "Automation of Traffic Sign Shops" through Req. No. 528256.

11.	\$ 49,735.00	9952-907033-9511	
	MVR	Const. Res. - Ped. Lighting	
	500,000.00	Const. Res. - Ped. Lighting	
	MVR		
	<u>\$ 549,735.00</u>	" "	9952-904035-9510-6
			Pedestrian Lighting Citywide

The transfer will cover the costs associated with PO No. P507477 for alterations and repairs to the Baltimore City Street Lighting System.

MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation - cont'd</u>			
12.	\$ 150,000.00	9950-917001-9507	
	MVR	Const. Res.	
		Unallotted	
	50,000.00	9950-903766-9514	
	MVR	Frankford Ave.	
		Moravia to Sinclair	
	<u>\$ 200,000.00</u>	-----	9950-904160-9508-3
			Design and Studies
			Charles St. Trolley

The funds will cover the contribution of the Department of Transportation to Charles Street Development Corporation for conducting the Charles Street Trolley Study.

13.	\$ 60,133.17	9950-902106-9528	9950-901106-9527-3
	MVR	Const. Res.	Design & Studies
		Canton Industrial	Canton Industrial
		Park-New Kirk	Park-New Kirk

The transfer will clear the deficit in the account and fund the costs associated with the award of task # 13 on project 1074 (B/D # 08042) to Century Engineering, Inc. to get the services of a full-time project manager.

Department of Recreation and Parks

14.	\$ 12,000.00	9938-902662-9475	9938-901662-9474
	State	Reserve - Park	Active - Park
		Rehab. Program	Rehab. Program

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1064, Task No. 2 to Johnson, Mirmiran & Thompson.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks - cont'd</u>		
15. \$ 12,000.00	9938-902632-9475	9938-901720-9474
Other	Reserve - Baltimore Playlot Program	Active - Athletic Courts & Fields Renov.

This transfer will provide funds to cover the costs associated with Change Order No. 1 for Swann Park Field House project under Contract RP-08809.

16. \$ 7,500.00	9938-904746-9475	
State	Reserve - Rec. & Parks 24 th Series	
2,500.00	" "	
State		
<u>\$ 10,000.00</u>	-----	9938-901746-9474
		Active - Park and Playgrounds Renov. FY'08

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1064, Task No. 23 to Greenman-Pedersen, Inc.

Bureau of Water and Wastewater (BW&WW)

17. \$ 350,000.00	9958-906311-9526	9958-905661-9525-3
MVR	Constr. Res. Herring Run Pollution Control	Engineering

The funds are needed for the consultant to study watersheds and open channels to identify opportunities to reduce stormwater pollution (B/D 09702).

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BW&WW</u> - cont'd		
18. \$1,020,000.00	9960-909100-9558	
Rev. Bonds	Constr. Res.	
980,000.00	9960-907101-9558	
<u>Balto. County</u>	Constr. Res.	
\$2,000,000.00	-----	9960-904693-9557-2 Extra Work

The funds are required to cover the cost of the repair of joint seals at various locations performed under WC 1167.

19. \$ 91,500.00	9960-558-070	
Rev. Bonds	Const. Res.	
	Watershed Road & Bridge Repairs	
58,500.00		
<u>Counties</u>	" "	
\$ 150,000.00	-----	9960-906629-9557-3 Engineering

The funds are required to cover the costs of the design for the replacement of Phoenix Run over Gunpowder Falls.

Baltimore Development Corporation (BDC)

20. \$ 14,697.26	9911-903859-9600	9910-905852-9601
M&CC	Const. Res.	Econ. Dev.
	BDC Econ. Dev.	Incentive
18,448.00	9910-903359-9600	9910-904354-9601
M&CC	Const. Res.	W. Balto. Ind. &
	BDC Eco. Dev.	W. Balto. Ind. Coml. Dev.

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BDC</u> - cont'd		
2,433.41 M&CC	9910-904115-9600 Const. Res. West Side Initiative	9910-905825-9603 West Side Downtown
7,069.53 M&CC	9910-904982-9600 Const. Res. Coml. Revitalization Prgm.	9910-902879-9601 Coml. Revitalization
44,273.21 M&CC	9910-905575-9600 Const. Res. E. Balto. Ind. & Coml. Dev.	9910-906575-9601 E. Balto. Ind. & Coml. Dev.
7,135.50 19 th EDF	9910-905575-9600 Const. Res. E. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
1,848.00 20 th EDF	9910-901880-9600 Const. Res. Open-Public Space Improv.	9910-903824-9603 Downtown Public/Open Space
560.00 20 th EDF	9910-905575-9600 Const. Res. E. Balto. Ind. & Coml. Dev.	9910-906575-9601 E. Balto. Ind. & Coml. Dev.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BDC - cont'd</u>		
14,420.50	9910-902483-9600	9910-904354-9601
21 st EDF	Const. Res.	W. Balto. Ind. & Coml.
	S. Balto. Ind.	Dev.
	& Coml. Dev.	
6,216.00	9910-904115-9600	9910-905285-9603
21 st EDF	Const. Res.	West Side Downtown
	West Side	
	Initiative	
<hr/>		
\$ 117,101.41		

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending August 31, 2009.

Dept. of Housing and Community Dev.

21.	\$444,000.00	9910-907994-9587	9910-904207-9588
	State	Special Capital	Pimlico Community
	Racetrack Impact	Projects	
	Funds		

This transfer will provide State racetrack impact funds to Park Heights Renaissance to carryout the operational support necessary to implement the objectives outlined in the Park Heights Master Plan for fiscal year 2010.

MINUTES

Health Department - Agreements, Notification of a Grant Award, Amendment to Agreement, and Correction, to agreement

The Board is requested to approve and authorize execution of the various agreements, notification of a grant award, and an amendment to agreement, and correction to agreement. The period of the agreement is July 1, 2009 through June 30, 2010, unless otherwise noted.

AGREEMENTS

1. **JOHNS HOPKINS BAYVIEW MEDICAL CENTER, INC. (JHBMC)** **\$ 50,000.00**

Account: 5000-525710-3100-296900-603051

The organization will provide substance abuse prevention and treatment services. JHBMC will provide one full-time Substance Abuse Counselor for the Patterson Senior High School-based Health Center to develop and implement group prevention and treatment activities for students identified as high risk.

The agreement is late because budget revisions delayed processing.

MWBOO GRANTED A WAIVER.

2. **JOHNS HOPKINS UNIVERSITY (JHU)** **\$145,000.00**

Account: 4000-425610-3040-276904-603051

The JHU will maintain a statewide coalition to address the needs of HIV infected and affected women, children and youth, to develop linkage between Title IV providers and/or outside entities. The agreement is late because the State AIDS Administration programmatically manages all Ryan White Part D services. Providers are selected through the Request for Proposal process. The Department prepares the agreements after receipt of an approved budget and scope of services and processes payments following approval.

MWBOO GRANTED A WAIVER.

MINUTESHealth Department - cont'd

3. **FAMILY HEALTH CENTERS OF BALTIMORE, INC. (FHCB)** **\$ 42,967.00**

Account: 4000-424510-3040-276907-603051

The FHCB will provide case management services to all patients diagnosed with HIV/AIDS who are in need of specialized service that will reduce the barriers to maintaining optimal health and adherence to the prescribed treatment plan. The FHCB is a one-stop shop for a wide range of comprehensive primary health care services plus dental, substance abuse, mental health, and several specialty services. The agreement is late because the State AIDS Administration programmatically manages all Ryan White Part B services. Providers are selected through the Request for Proposal process. The Department prepares the agreements after receipt of an approved budget and scope of services and processes payments following approval.

MWBOO GRANTED A WAIVER.

4. **WASHINGTON VILLAGE/PIGTOWN NEIGHBORHOOD PLANNING COUNCIL, INC. (WPNPC)** **\$ 7,500.00**

Account: 4000-428809-3050-283300-603051

The WPNPC will serve as the community consultant for the Southwest Baltimore Community Action for a Renewed Environment Project. The WPNPC will organize meetings, identify partners, and provide space for meetings to identify and prioritize home and community-based environmental health hazard reduction strategies. By forming a strong coalition, this Southwest Baltimore initiative will bring together previously uncoordinated organizations to improve relationships between local governments, businesses, and community organizations. The period of the agreement is March 1, 2009 through April 30, 2010.

The agreement is being presented at this time because it was just finalized.

MINUTESHealth Department - cont'd5. **UNIVERSITY OF MARYLAND, BALTIMORE** **\$126,250.00**

Account: 4000-428210-3080-294392-600000

The organization will provide and be reimbursed for health-related early intervention/case management services under the Maryland Medical Assistance Program. The organization will provide services to eligible patients referred by the Baltimore Infants and Toddlers Program (BITP). The organization will directly bill the Department of Health and Mental Hygiene as follows:

- Initial Case Management/ \$ 37,500.00
150 visits @ \$250.00
- Individualized Family Service \$ 13,750.00
(IFSP Review (Annual))
100 visits @ \$137.50
- On-going Case Management \$ 75,000.00
1000 visits @ \$75.00

MWBOO GRANTED A WAIVER.

The agreement is late because revisions delayed processing.

6. **BALTIMORE SUBSTANCE ABUSE SYSTEMS** **\$590,000.00**
INC. (BSAS)

Account: 5000-531110-3070-518500-603051

BSAS, as the recognized substance abuse authority for Baltimore City, will select providers for treatment services for a select population of criminal offenders. BSAS will oversee the Central Intake and Referral Management System and the Substance Abuse Management System. This will involve BSAS providing training to providers, as needed, and technical assistance to ensure the validity of the data reported.

MINUTESHealth Department - cont'd

The agreement is late because the Department was waiting for the memorandum of understanding between the Maryland State Department of Public Safety and Correctional Services, Division of Parole and Probation and the Health Department to be approved.

MWBOO GRANTED A WAIVER.

7. **PACT: HELPING CHILDREN WITH SPECIAL NEEDS** **\$55,588.00**

Account: 5000-585810-5750-668805-603051

PACT will perform services for the Baltimore Infants and Toddlers Program. PACT will serve four children with Autism in a comprehensive integrated childcare setting. PACT's vision is that children with Autism Spectrum Disorder will spend two hours of their day, 3 times per week, in an intensive classroom that utilizes a mixed-methods teaching approach incorporating picture exchange communication system, discrete trail training, pivotal response training, and verbal behavior. The period of the agreement is July 1, 2009 through June 30, 2010. This agreement is late because budget concern delayed processing.

8. **THE FAMILY LEAGUE OF BALTIMORE CITY, INC. (FLBC)** **\$ 0.00**

On March 4, 2009, the Board approved the grant agreement from CareFirst BlueCross BlueShield (Care First) in the amount of \$100,000.00 for the period March 1, 2009 through June 30, 2009. The grant agreement will provide support to the Birth Outcomes Program from Care First. This amendment will extend the period through December 31, 2009. On July 15, 2009, the Board approved the agreement with the FLBC to program services for the period May 1, 2009 through December 31, 2009. However, because of delays in completing the scope of work, the Department requested and received approval for a no cost time extension through December 31, 2009 from CareFirst. This amendment extends the period of the agreement through December 31, 2009.

MINUTESHealth Department - cont'dRETIRED AND SENIOR VOLUNTEER PROGRAM (RSVP)

- | | | | |
|----|--|-----------|-------------|
| 9. | COMMISSION ON AGING AND RETIREMENT
EDUCATION (CARE) | \$ | 0.00 |
|----|--|-----------|-------------|

This agreement will allow CARE's facility located at the the Zeta Center for Healthy and Active Aging to serve as a volunteer station for the Retired Senior Volunteer Program (RSVP). The RSVP has been funded since 1982 by the federal government. The Baltimore City Health Department is awarded a grant from the Corporation of National and Community Services to pay administrative staff to arrange volunteer work with other non-profit, private agencies and organizations where services are performed by persons 55 years of age and over. The period of the agreement is January 1, 2010 through March 31, 2012.

APPROVED FOR FUNDS BY FINANCE**AUDITS REVIEWED (EXCEPT FOR ITEM NO. 9) AND HAD NO OBJECTION.**NOTIFICATION OF GRANT AWARD

- | | | |
|-----|--|---------------------|
| 10. | DEPARTMENT OF HEALTH AND HUMAN SERVICES
CENTER FOR DISEASE CONTROL AND PREVENTION
NATIONAL CENTERS FOR HIV, VIRAL HEPATITIS,
STDS AND TB PREVENTION (CDC) | \$414,140.00 |
|-----|--|---------------------|

Account: 4000-422110-3030-272400-404001

The CDC will provide funds to support the City's TB control efforts, provide medical care and treatment for active and latent TB patients, and to conduct contact investigations. The funds will be used for staff, radiology services, and clinician salaries. The period of the agreement is January 1, 2010 through December 31, 2010.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Health Department - cont'd

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

AMENDMENT TO AGREEMENT

11. **JOHNS HOPKINS UNIVERSITY, BLOOMBERG SCHOOL OF PUBLIC HEALTH** **\$ 8,200.00**

Account: 4000-422010-3030-273100-603051

On September 16, 2009, the Board approved the original agreement for Preventive Medicine Fellows to provide services for the Division of Maternal and Child Health in the amount of \$24,600.00.

This amendment to agreement will allow an additional Preventive Medicine Fellow to work a two month rotation (December through January), with the Assistant Commissioner for Clinical Services.

CORRECTION TO AGREEMENT

12. **CHASE BREXTON HEALTH SERVICES, INC. (CHASE BREXTON)** **\$ 500.00**

Account: 4000-424509-3040-278133-603051

On November 26, 2008, the Board approved the original agreement in the amount of \$49,474.00 for the period July 1, 2008 through July 30, 2009. The amount was incorrect, the correct dollar amount is \$49,974.00.

On February 25, 2009, the Board approved an amendment to the agreement in the amount of \$15,891.00 making the total agreement \$65,865.00. However, because of the error in the original agreement, the Department could only pay Chase Brexton \$65,365.00, which leaves a balance of \$500.00.

MINUTES

Health Department - cont'd

Therefore, the Department is requesting a correction to the original dollar amount of \$500.00 in order to pay the balance due.

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 various agreements, notification of the grant award, the amendment to agreement, and the correction to the agreement. The President **ABSTAINED** on item No. 6.

MINUTES

Mayor's Office of - Agreements and Amendment No. 1
Employment Development (MOED) to Agreement

The Board is requested to approve and authorize the execution of the various agreements and the amendment no. 1 to agreement.

AGREEMENTS

1. **THE BALTIMORE MUSEUM OF ART, INC.** \$ **475.00**

Account: 4000-805310-6310-678000-603051

The organization will provide 23 hours of training for two incumbent employees of The Baltimore Museum of Art, Inc. through an imitative known as Maryland Business Works. The incumbent employees will attend The Association of Donor Relations Professionals Conference for instruction/training.

The amount of this agreement will not exceed \$475.00 of Federal funds. This cost represents 50% of the total cost of the training. The period of the agreement is December 7, 2009 through January 9, 2010.

2. **THE CAROLINE FREISS CENTER, INC.** \$ **70,000.00**

Account: 5000-585510-5750-678405-603051

The organization will provide occupational skills training for unemployed or underemployed or dislocated workers. The participants will learn skills which qualify them for careers as Pharmacy Technicians. The provider will provide the training as specified in the Baltimore City Request for Expressions of Interest dated May 1, 2009. The obligation level of the agreement will not exceed \$70,000.00 of Federal American Recovery and Reinvestment Act of 2009 funds. The period of the agreement is January 5, 2010 through January 4, 2011.

MINUTESMOED - cont'd**3. CIVIC WORKS, INC. \$ 85,000.00**

Account:	6000-601510-6390-474805-603051	\$72,858.00
	4000-898609-6310-474805-603051	\$12,142.00

The organization will engage seven youth who reside in Baltimore City to participate in improving the greater Baltimore community through the service provider's Green Jobs Occupational Skills Training. The youth will be given professional leadership and guidance by the organization in one of the three Green Job trainings; Project Lightbulb, 3E Energy Solution and/or B'more Green. The service provider will provide the necessary training, pre-GED education, life skills and employment services to the participants. The period of the agreement is December 1, 2009 through June 30, 2010.

The agreement was delayed in its presentation to the Board because of the late submittal of information from the vendor that was needed to complete the agreement.

AMENDMENT NO. 1 TO AGREEMENT**4. ALL-STATE CAREER, INC. \$ 24,000.00**

Account:	4000-896709-6310-467253-603051
	4000-897509-6310-467253-603051
	6000-605410-6390-467253-603051

On July 1, 2009, the Board approved an agreement with the organization to provide training on those areas specified on the Maryland Higher Commission list.

This amendment no. 1 to the original agreement increases the number of eligible participants from four to twelve, and increases funding by \$24,000.00; from \$12,000.00 to \$36,000.00.

The funds will be drawn from three different accounts. The accounts and the amounts drawn from those accounts cannot be determined until the participants register. All other terms and conditions of the contract remain in effect.

MINUTES

MOED - 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 aforementioned agreements and the amendment no. 1 to agreement. The President **ABSTAINED** on Item No. 1.

MINUTES

Office of the State's Attorney (SAO) - Renewal No. 1 to
Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of renewal no. 1 to a grant award from the State of Maryland, Department of Juvenile Services. The period of the grant award is July 1, 2009 through June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$386,100.00 - 5000-502310-1150-134900 (State)

BACKGROUND/EXPLANATION:

On October 15, 2008, the Board approved acceptance of a grant award, in the amount of \$509,140.00, for the period July 1, 2008 through June 30, 2009, with the option to renew for 2 additional one-year periods. This is renewal no. 1 to the grant award. This renewal no. 1, in the amount of \$386,100.00, will allow the Department of Juvenile Services to continue the initiative which makes it possible to expedite the charging process at The Juvenile Justice Center. The primary goal is to reduce case processing time between arrest and final disposition for Baltimore City youth.

The grant award is late because of the renewal grant award option was issued by the Department of Juvenile Services on December 08, 2009.

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

MINUTES

Office of the State's Attorney - cont'd

authorized execution of the acceptance of renewal no. 1 to a grant award from the State of Maryland, Department of Juvenile Services.

MINUTES

Space Utilization Committee - Correction to a Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve a correction to the submitted Board memorandum submitted on December 23, 2009 for the lease between the Mayor and City Council of Baltimore, Tenant, and the Harlem Park Neighborhood Council, Inc., Landlord.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Board memorandum contained the name of the landlord as the Harlem Park Neighborhood Council, Inc. The correct name is Jay Davis. The lease agreement approved on December 23, 2009 was correct; the only correction is to the Board memorandum.

(FILE NO. 56684)

UPON MOTION duly made and seconded, the Board approved the correction to the submitted Board memorandum submitted on December 23, 2009 for the lease between the Mayor and City Council of Baltimore, Tenant, and the Harlem Park Neighborhood Council, Inc.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Funding Source</u>	<u>Amount</u>
<u>Health Department</u>			
1. John Christian Hague	National STD Prevention Conference Atlanta, GA March 8 - 11, 2010 (Reg. Fee \$240.00)	Federal	\$1,168.20

TRAVEL REIMBURSEMENTHealth Department

2. Christine Serio-Chapman \$ 46.69

On October 14, 2009 the Board approved a travel request for Ms. Serio-Chapman to attend the APHA Conference in Philadelphia, PA from November 7 - 11, 2009. The subsistence rate for this location is \$230.00 per day. The original travel requested was granted in the amount of \$1,330.71, the total expenses for the travel were in the amount of \$1,377.40. Ms. Serio-Chapman is requesting reimbursement for the difference to cover hotel parking and the balance needed to pay tolls (the tolls totaled \$17.00), which were not included in the original Travel Request.

Hotel Parking	\$44.00
Tolls	\$ 2.69

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

MINUTES

Department of Transportation - Supplemental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a supplemental agreement with Rummel, Klepper & Kahl, LLP. The period of the supplemental agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$1,907,972.00 - 9950-903207-9514-900010-703032 (Federal Funds)

BACKGROUND/EXPLANATION:

Under this supplemental agreement the consultant will revise the scope of work for the final design required to prepare documents in connection with Project 814, Charles Street Rehabilitation from 25th Street to University Parkway. This includes but is not limited to documents for; Traffic Signals Utilities, Right of Way, Preparation of Graphics, Cost Estimates, Landscape and Streetscape Design, Roadway Design and Maintenance of Traffic.

DBE: Sabra, Wang & Associates	20.08%
P.E.L.A. Design	7.88%

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the supplemental agreement with Rummel, Klepper & Kahl, LLP.

MINUTES

Mayor's Office of Community - Grant Award and Memorandum
and Human Development of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a grant award from the U.S. Department of Health and Human Resources Administration. The Board is also requested to approve and authorize execution of a memorandum of understanding with the Baltimore Rising, Inc. (BRI). The Board is also requested to rescind its prior approval of July 1, 2009 for the Baltimore City Foundation, Inc. (BCF) to serve as BRI's fiduciary agent. The grant is for the period September 30, 2009 through September 29, 2010.

AMOUNT OF MONEY AND SOURCE:

\$150,000.00 - Grant

\$150,000.00 - 4000-444009-3500-324800-607001

BACKGROUND/EXPLANATION:

The grant funds will be used for the Mentoring Children of Prisoner's Program. The program is operated by the BRI and provides mentoring services to Children of Incarcerated Parents. The grant funds will afford the BRI the opportunity to further its work toward the establishment of partnering with community and faith based organizations who recruit mentors to service Baltimore City youth who have an incarcerated parent(s). The BRI will no longer need services of the BCF because it has acquired its own financial accounting system, received its 501(c)(3) status on April 2, 2009, and has hired a Director of Budget and Finance to manage the financial operations of the organization. This is the third and final installment of a 3-year grant totaling \$450,000.00.

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

MINUTES

Mayor's Office of Community and Human Development - cont'd

AUDITS REVIEWED AND HAD NO OBJECTION TO BOARD OF ESTIMATES APPROVAL, SUBJECT TO ITS REVIEW OF THE INVOICES PRIOR TO PAYMENT. AUDITS REVIEW OF THE INVOICES WILL REMAIN IN EFFECT, PENDING ITS FOLLOW-UP OF ITS AUDITS FINDINGS AND RECOMMENDATIONS OF ITS LAST AUDIT, WHICH IS PLANNED TO START IN NEXT 45 DAYS.

UPON MOTION duly made and seconded, the Board approved acceptance of the grant award from the U.S. Department of Health and Human Resources Administration. The Board also approved and authorized execution of the memorandum of understanding with the Baltimore Rising, Inc., and rescinded its prior approval of July 1, 2009 for the Baltimore City Foundation, Inc. to serve as BRI's fiduciary agent. The Mayor **ABSTAINED**.

MINUTES

Mayor's Office of Community and Human Development - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with The Greater Homewood Community Corporation (GHCC). The period of the agreement is September 1, 2009 through August 31, 2010.

AMOUNT OF MONEY AND SOURCE:

\$217,750.00 - 1001-122-082-00-701

BACKGROUND/EXPLANATION:

The GHCC operates the Baltimore City Experience Corps. The Baltimore City Experience Corps - recruits and trains older adults to serve in the Baltimore City Public Schools (BCPS) through a structured program to improve academic outcomes and decrease behavioral issue referrals within schools. The Baltimore City Experience Corps is a national program in 23 cities. Baltimore City Experience Corps began in 1998 as a partnership of the Johns Hopkins University's Center on Aging and Health (COAH) and the GHCC. Program operations are now the responsibility of GHCC with COAH providing evaluation and recruitment support. Older adult volunteers are placed in BCPS K-3 classrooms and perform a range of roles, determined by the principal and at the direction of a teacher. Common roles are tutoring in literacy and math, support of library functions, and behavioral support. Volunteers do not perform the range of roles of a classroom aide. Volunteers receive training and are coordinated by a team leader provided by the Experience Corps program. In 2009-2010, Experience Corps will place teams of approximately 15-20 older adults in 20 Baltimore City elementary schools. Volunteers are required to serve a minimum of 15 hours each week. Operational administration for the Baltimore City Experience Corps will be provided through the GHCC.

MINUTESMayor's Office of Community and Human Development - cont'd

In 2005-2006 the Office began to expand the program, with the addition of six schools. After having served six schools in north central Baltimore area, the Office began moving toward serving schools City-wide, putting the program in 12 schools.

Four more schools were added in 2006-2007 and four more in 2007-2008. Due to budgetary constraints, the program did not expand during the 2008-2009 school year. In 2009-2010 the office added two new schools but due to a mutual decision that was reached with one former school the program did not return during this academic school year bringing the total number of schools served to 20. The Commission on Aging and Retirement Education (CARE) has continued to provide support each year through the Taxi Voucher Program with 100 vouchers available for Experience Corps Volunteers residing within city limits.

The Experience Corps/GHCC will:

1. Manage program operations including recruitment, training, member support and supervision, stipends and program financial management, and evaluation.
2. Coordinate program operations with BCPS System, including ongoing communication with school Principals and designated school staff, to support school achievement goals and assure quality. Experience Corps members continued participation is at the program and principal's discretion.
3. Serve twenty (20) Baltimore City Public Elementary Schools in 2009-2010.
4. Recruit and train 300 volunteers, including AmeriCorps volunteers (placed in schools with matching funds from the City.)
5. Provide pre-service (30 hours) and ongoing in-service training for all volunteers.

MINUTESMayor's Office of Community and Human Development - cont'd

6. Provide teacher orientation on working with senior adult classroom volunteers before volunteers are placed in the classrooms.
7. Place approximately 15-20 older adults, serving a minimum of 15 hours each week, in each school. Training and placement will occur throughout the fall/early winter to provide a full complement of members at each site.

Support and monitor members by provision of school-based team leaders, supervised by an Experience Corps Field Manager. Team leaders, who are former member volunteers, will coordinate monthly member meetings, monitor member attendance and service, interface with teachers, and facilitate collection of report data and surveys.

8. Report program outcomes, through a partnership with the Johns Hopkins University and its Center on Aging and Health and BCPS Department of Research and Evaluation Administration (DREA) to provide program evaluation. A mid-year program report (March 31, 2010) will be provided on member recruitment, placement and hours. The end-of-year report (September 30, 2010) will include data on member numbers, service hours and outcomes of program results on school academic and behavioral improvements and a survey of results on older adult health and satisfaction.

Experience Corps Schools - 2009-2010:

1. The Barclay School #54
2. Belmont Elementary School #217
3. Brehms Lane Elementary School #231
4. Coldstream Park Elementary School #31
5. Cross Country Elementary School #247

MINUTES

Mayor's Office of Community and Human Development - cont'd

6. Dallas F. Nicholas Elementary School #39
7. East Baltimore Community School #368
8. Furley Elementary School #206
9. Gardenville Elementary School #211
10. Guilford Elementary/Middle School #214
11. Highlandtown Elementary School #215
12. Hilton Elementary School #021
13. James Mosher Elementary School #144
14. Lockerman-Bundy Elementary School #261
15. Margaret Brent Elementary School #53
16. Medfield Heights Elementary School #249
17. North Bend Elementary School #81
18. Tench Tilghmann Elementary School #013
19. Waverly Elementary/Middle School #051
20. William Pinderhughes Elementary #28

APPROVED FOR FUNDS BY FINANCE.

AUDITS REVIEWED AND HAD NO OBJECTION.

President: "I did want to make a comment regarding Page 36. I am very pleased to see that there is an agreement today for the Experience Corp program. We are joined today by Ms. Sylvia Gill, the Director of Experience Corp and Mary Ward, McGill. I am

MINUTES

Mayor's Office of Community and Human Development - cont'd

giving you -- sorry. We are joined also by Mary Ward, right. Good to see you, Team Leader at the Lockerman-Bundy School. We have worked hard to ensure that the Experience Corp Program has the financial resources it needs to continue their work in the Baltimore City School System, because I believe in this program. Experience Corp is a national program in 23 cities, even though we have already heard from the President of Experience Corp that Baltimore is the best City out of the program. I hope he didn't say it just because he was standing inside of City Hall. But, I know that the program here is very well-regarded. The Experience Corp Program boosts junior achievement performance. It helps schools and youth serve an organization become more successful and enhances the well-being of older adults in the process. This \$217,750.00 agreement will allow teams of 15 to 20 older adults serving a minimum of 15 hours a week in 20 schools in K-3 classrooms. It will support the recruitment and training of 300 volunteers to be placed in schools. I would like to thank the Office of Community and Human Development as well as the Greater Homewood Community Corporation for reaching

MINUTES

Mayor's Office of Community and Human Development - cont'd

this agreement. This type of investment will continue to keep our City moving in the right direction and will preserve and build upon the gains that we have made in education for our students. I want to thank you both again for being here and for representing the Corp members, many of whom I have met and are so dedicated to ensuring the future success of our young people. So, thank you very much. Is there anyone else who has a comment?"

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with The Greater Homewood Community Corporation. The Mayor **ABSTAINED**.

* * * * *

MINUTES**OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Condemnations</u>			
1. Margaret L. Burnette (deceased)	945 N. Chester St.	G/R \$34.50	\$ 288.00
2. Sadie C. Robinson and Oswald C. Robinson	935 N. Duncan St.	G/R \$36.00	\$ 300.00
3. Posh Venture, LLC Ave.	929 N. Collington \$180.00	G/R	\$1,500.00

Funds are available in Tax Increment Financing Bonds, Account No. 9910-907420-9588-900000-704040, EBDI Project, Phase II.

4. Marie Alice Taylor and Joseph V. Taylor	2118 Ashland Ave.	G/R \$72.00	\$ 600.00
5. Anna Zabawa and Mary Ann Difalco	916 N. Madeira St.	G/R \$48.00	\$ 400.00

Funds are available in Tax Increment Financing Bonds, Account No. 9910-907420-9588-900000-704049, EBDI Project, Phase II.

The Board is requested to approve acquisition of the ground rent interest by condemnation and quick-take, or in the alternative may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the ground rent interest for these properties.

6. BEVCO, Inc. Ave.	932 N. Collington \$84.00	G/R	\$ 700.00
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Funds are available in Tax Increment Financing Bonds, Account No. 9910-907420-9588-900000-704040, EBDI Project, Phase II.

MINUTES**OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Condemnations</u>			
7. Joseph Walston, deceased; Lillie Mae Walston, deceased; and Joan Mobley, personal representa- tive	1720 E. Preston St.	L/H	\$ 14,347.00
Funds are available in State funds, Account No. 9910-906416- 9588-900000-704040, EBDI Project, Phase II.			
8. Kathy Devaughn St.	1009 N. Washington	L/H	\$ 21,000.00
Funds are available in State funds, Account No. 9910-906416- 9588-900000-704040, EBDI 1568 Phase 2F Project.			
<u>Dept. of Housing and Community Development - Options</u>			
9. Carolyn Class	967 N. Chester St. \$36.00	G/R	\$ 300.00
10. Herschel Polakoff, Trustee, of the Herschel Polakoff Revocable Trust	2208 Ashland Ave.	G/R \$96.00	\$ 640.00
11. Jeffrey I. Silberman	913 N. Chester St. \$34.50	G/R	\$ 316.25
12. Bonnie L. Wade, Trustee for Lauren L. Buckler	915 N. Madeira St.	G/R \$60.00	\$ 500.00

MINUTES**OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>			
13. Protestant Episcopal Cathedral Foundation	910 N. Madeira St.	G/R \$48.00	\$ 400.00
14. Jeb Stuart Fries and Mary Buonanno	946 N. Duncan St.	G/R \$160.00	\$ 1,333.00
Funds are available in State funds, Account No. 9910-907420-9588-900000-704049, EBDI Project, Phase II.			
15. Burton King and Renee King	951 N. Duncan St.	G/R \$120.00	\$ 800.00
Funds are available in State funds, Account No. 9910-907420-9588-900000-704040, EBDI Project, Phase II.			
16. Thelma R. Branch and Lisa C. Branch	1757 E. Preston St.	L/H	\$30,850.00
17. Linwood R. Stokes, Jr.	1738 E. Preston St.	L/H	\$14,560.00
18. Queen Hardy	1104 Rutland Ave.	F/S	\$53,900.00
Funds are available in State funds, Account No. 9910-906416-9588-900000-704040, EBDI Project, Phase II.			

Dept. of Housing and Comm. Development - Rescission and Approval

19. Queen Hardy	1744 E. Chase St.	L/H	\$46,741.00
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On October 15, 2008, the Board approved the condemnation to acquire the leasehold interest in 1744 E. Chase Street for the

MINUTES**OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
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amount of \$42,492.00. Since that time, the owner has agreed to a voluntary settlement. The settlement includes an administrative settlement increase of \$4,249.00. Therefore, the Board is requested to rescind the prior approval and approve and authorize the option agreement to acquire the property interest for the amount of \$46,741.00.

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

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

Department of Law - Payment of Settlement

20. Tsang Properties, LLC (previous owner)	101-103 S. Exeter St.	F/S & L/H	\$26,800.00
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On April 29, 2009, the Board approved the acquisition of the fee simple and leasehold interest, by condemnation, in 101-103 S. Exeter St. for the amount of \$147,000.00. The City requested an updated appraisal, which valued the property at \$158,000.00. The parties agreed to settle the condemnation suit for the updated value plus an additional \$15,800.00, which is 10% above the updated value for a total amount of \$173,800.00. Therefore, the Board is requested to approve payment of the balance in the amount of \$26,800.00 in the Circuit Court for Baltimore City in settlement of this case.

Funds are available in Account No. 9910-908087-9588-900000-704040

MINUTES**OPTIONS/CONDEMNATION/QUICK-TAKES:**

UPON MOTION duly made and seconded, the Board approved the options, condemnations, and payment of settlements. The Comptroller **ABSTAINED** on Item Nos. 18 and 19.

MINUTES**PERSONNEL MATTERS**

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

51 - 52

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

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

The President **ABSTAINED** on Item No. 3.

MINUTES**PERSONNEL**Department of Planning

	<u>Hourly Rate</u>	<u>Amount</u>
1. ANNA KRZYSTYNIAK- SOBIEWSKA	\$21.00	\$40,050.00

Account: 4000-406909-1870-188950-601009

Ms. Krzystyniak-Sobiewska, will continue to work as a Graphic Information System (GIS) Assistant. Her duties will include but not be limited to; utilizing GIS Software to perform spatial analysis, design and create accurate cartographic products for the Department staff. Assist in servicing requests for cartographic products from other City agencies and the public as well as updating current GIS mapping features and information by adding, modifying and deleting items as needed. She will also assist agency staff on GIS projects and respond to agency requests for general GIS technical assistance. The period of the agreement is effective upon Board approval for one year.

Department of Finance

2. PRINCE D. GREEN	\$17.17	\$20,072.00
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Account: 1001-000000-1480-166400-601009

Mr. Green, retiree, will continue to work as a License Inspector for the License/Business Taxes Unit. His duties will include, but not be limited to conducting Citywide on-site inspections of gas stations, pawnbrokers, open-air garages, massage parlors, theatres, skating rinks, bars, clubs, restaurants, movie houses, amusement arcades and other establishments required by Article 15 of the Baltimore City Code. He will prepare reports for inspected establishments, noting licenses displayed and violations of Article 15 of the Code. Mr. Green will inspect establishments outside of his regular route based

MINUTES**PERSONNEL**Department of Planning

on public complaints and tips of licensing code violations. He will review inspection reports with the supervisor to explain work problems, discrepancies and hazards and conduct inspections in violation of licensing codes to ensure compliance. The period of the agreement is effective upon Board approval for one year.

Baltimore Convention Center3. Abolish the following filled position:Job Nos. 5310-16135

07364 - Assistant Superintendent Operations
Convention
Grade 110 (\$40,000.00 - \$56,800.00)

MINUTES

Department of Housing and - Deferred Bond Funds Loan
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve a deferred bond funds loan not to exceed \$256,000.00 to Bon Secours Wayland Limited Partnership (Borrower). The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction subject to review and approval by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

\$ 9,829,030.00 - LIHTC Equity Enterprise*	\$ 9,839,418.00 - Constr.
2,771,300.00 - Community Investment	1,113,497.00 - Fees related to Constr.
2,000,000.00 - CDA/Tax Credit Asst. Program (TCAP)	697,022.00 - Financing Fees
256,000.00 - City Bond Funds	865,005.00 - Lease Payment
225,000.00 - MEEHA Loan	1,678,864.00 - Development Fee
238,207.00 - Deferred Fee	84,903.00 - Syndication Costs
\$ 15,319,537.00	<u>1,040,828.00</u> - Reserves
	\$15,319,537.00

Account: 9910-903190-9588-900000-190000

*HUD insurance loan

MINUTES

DHCD - cont'd

BACKGROUND/EXPLANATION:

The proceeds of the City loan will be used to support a portion of construction and construction related hard costs for 89 residential rental units and one manager's unit (the City Project) known as Wayland Village Senior Apartments located at 3020 Garrison Blvd in the northwest section of Baltimore City.

Unity Properties, Inc. in partnership with WBC Community Development Corporation have proposed to newly construct and operate a senior rental housing development comprised of approximately 89 units of elderly rental housing and one managers unit known as Wayland Village Senior Apartments. The project is located in the northwest section of Baltimore City. All units will be rented to persons whose incomes are at or below 60% of the Area Median income. The Housing Authority of Baltimore City (HABC) intends to support the project by providing Project Based Section 8 subsidies for 45 units.

As a result of receiving the City's support for LIHTC financing for 89 units, the Borrower agrees to provide 14 units that will be targeted and restricted to Non-Elderly Disabled (NED) residents. The City and HABC will require at least 14 of the units to be restricted to exclusive use for at least six years in accordance with and meeting the requirements of the Bailey Consent Decree. The Borrower has committed to provide not less than 14 units. A NED refers to a family whose sole member, head of household, or head of household's spouse is a person with a disability who is under age 62, and which is eligible for a one-bedroom public housing unit or for a two-bedroom public housing unit because a second bedroom is needed for disability-related reasons, and who is on an HABC waiting list for public or Section 8 subsidized housing.

The City loan will be used to support a portion of the construction related hard and soft costs only. A HUD Summary Appraisal was prepared for the superior lenders. The total estimated replacement cost of the project was determined to be \$10,682,371.00.

MINUTES

DHCD - cont'd

The appraised value is below the total costs of the project. This is common in transactions involving LIHTC and affordable housing. The LIHTC provides equity, which achieves its return through federal tax credit rather than through the value of the property. Without such above-value financing, projects with restricted rents could not be financed, since the reduce rents decrease the appraised value. The combined debt is well under the appraised value, leaving only the equity exposed, which, as noted above, is relying on tax incentives, rather than the property. The DHCD is comfortable recommending the City loan under these circumstances.

PARTICIPATING PARTIES:

A. Developer

The developer of record is Unity Properties, Inc., WBC Community Development Corporation, and Enterprise Homes, Inc.

B. General Contractors

The Whiting-Turner Contracting Company, Inc. will act as the general contractor and post a payment and performance bond. Hord Coplan Macht will provide architectural services.

C. Participating Lenders

Enterprise Community Investment, Inc. (the 1st lender) will provide a HUD-insured construction/permanent loan in the amount of \$2,771,300.00 at an interest rate of 6.25% for a term of 40 years. The construction loan term will be for a period of 15 months commencing on the date the loan closes (FHA Initial Endorsement). The permanent loan period will be 40 years commencing at the end of the construction loan term. During the construction loan term, interest will be paid monthly in arrears on the first day of each month following FHA Initial Endorsement. Amortization of principal will commence on the first day of 16th month following the FHA Initial Endorsement.

MINUTES

DHCD - cont'd

The State of Maryland's Department of Housing and Community Development (the 2nd lender) will provide loan funds in the approximate amount of \$2,000,000.00 under the Tax Credit Assistance Program pursuant to the American Recovery and Reinvestment Act of 2009 (the TCAP Loan). The initial loan period will commence on the date of the loan closes and will end on the later of: (i) the end of the construction period or (ii) August 31, 2012. The permanent loan period will be for 40 years commencing at the end of the initial loan period. The length of construction of the project will not exceed 15 months commencing on the date of the initial closing which will include three months for cost certification. During the initial loan period, the interest rate charged will be 0% per annum on sums advanced. During the permanent loan period, the interest rate charged will be 4% per annum. During the initial loan period, no payments of principal or interest will accrue or be payable. Amortization of principal will commence with the permanent loan period. The Borrower will make annual payments of principal and interest out of surplus cash flow to the extent there is a sufficient amount available following payment of all project expenses, including debt payments on any and all superior loans (i.e., the first lender loan).

Baltimore City's DHCD (the 3rd lender) will provide a deferred Bond funds loan in an amount not to exceed \$256,000.00. The construction loan period for the loan will not exceed 15 months commencing on the date of the loan closes, which will include three months for cost certification. During the construction loan period no interest will be charged on the outstanding principal balance of the loan. The permanent loan period will be for 40 years commencing at the end of the construction loan period. During the permanent loan period, interest will accrue at the Applicable Federal Rate per annum (the AFR) on the amount of loan proceeds advanced.

Amortization of principal and interest (including any accrued and deferred interest) will be at the AFR and will commence on the first day of the permanent loan period. The Borrower will

MINUTES

DHCD - cont'd

make annual payments of principal and interest out of surplus cash flow, to the extent there is a sufficient amount available following payment of all project expenses, including debt payments on any and all superior loans (i.e., the 1st lender and 2nd lender loans), so as to fully amortize the principal sum and any accrued interest by the maturity date.

Unity Property, Inc. (the 4th lender) will provide a deferred loan in an amount not to exceed \$225,000.00 from funds it is receiving through the State of Maryland's Multifamily Energy Efficiency and Housing Affordability program (MEEHA). The construction loan period for the loan will not exceed 15 months commencing on the date the loan closes, which will include three months for cost certification. During the construction loan period no interest will be charged on the outstanding principal balance of the loan. The permanent loan period will be for 40 years commencing at the end of the construction loan period. During the permanent loan period, interest will accrue at 4% per annum on the amount of loan proceeds advanced. Amortization of principal and interest (including any accrued and deferred interest) will be at 4% and will commence on the first day of the permanent loan period. The Borrower will make annual payments of principal and interest out of surplus cash flow, to the extent there is a sufficient amount available following payment of all project expenses, including debt payments on any and all superior loans (i.e., the 1st lender, the 2nd lender, and the 3rd lender loans), so as to fully amortize the principal sum and any accrued interest by the maturity date.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$256,000.00	9910-902985-9587-	9910-903190-9588-
29 th CDB	900000-700000	900000-700000
FY'10	Housing Development	Wayland Village Senior

This transfer will provide funds for Wayland Village Senior Apartments to support a portion of the construction of residential rental units.

UPON MOTION duly made and seconded, the Board approved the deferred bond funds loan not to exceed \$256,000.00 to Bon Secours Wayland Limited Partnership. The Board also authorized the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction subject to review and approval by the Department of Law. The Transfer of Funds was approved SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

DHCD - cont'd

- 3. THE DEVELOPMENT CORPORATION OF NORTHWEST BALTIMORE, INC. \$ 41,900.00

Account: 2089-208910-5930-429526-603051

The organization will provide housing counseling services, housing workshops and other aspects of homeownership to eligible low and moderate-income persons. All activities will be monitored by the City. The funds will subsidize the organization's operational costs. The period of the agreement is September 1, 2009 through August 31, 2010.

MWBOO GRANTED A WAIVER.

- 4. SOUTHEAST COMMUNITY DEVELOPMENT CORPORATION, INC. \$172,200.00

Account: 2089-208910-5930-437626-603051 \$149,800.00
 2089-208910-5930-437681-603051 \$ 2,400.00
 2089-208910-5930-437683-603051 \$ 20,000.00

The organization will implement its Healthy Communities Strategy which includes the provision of housing counseling services, increased marketing of new purchase rehab and homeowner rehab products, neighborhood outreach, and community building activities. The period of the agreement is August 1, 2009 through July 31, 2010.

FOR FY 2010, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$17,870.00 AS FOLLOWS:

MBE: \$2,681.00
 WBE: \$ 894.00

MINUTES

DHCD - cont'd

On May 14, 2009, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2009 Annual Action Plan for the following formula programs:

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

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Department of Housing and Community Development - American Recovery and Reinvestment Act of 2009 Community Development Block Grant Recovery

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an American Recovery and Reinvestment Act of 2009 (ARRA) Community Development Block Grant Recovery (CDBG-R) agreement with the Garwyn Oaks/Northwest Housing Resource Center, Inc. The period of the agreement is October 1, 2009 through September 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$28,000.00 - 4000-485710-5750-643300-603051

BACKGROUND/EXPLANATION:

The ARRA of 2009 made over \$6,200,000.00 in one-time funding of additional CDBG funds available to the City to carry out, on an expedited basis, eligible activities under the CDBG program in order to stimulate the local economy. The Garwyn Oaks/Northwest Housing Resource Center, Inc. operates a housing resource center to provide counseling and to carry out activities to attract and retain homeowners in the Garwyn Oaks area. This funding will allow the organization to create one additional position to assist with the increased demand for foreclosure prevention counseling.

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

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

MINUTES

DHCD - cont'd

FOR THE FY 2010, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$9,500.00, AS FOLLOWS:

MBE: \$950.00

WBE: \$475.00

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the American Recovery and Reinvestment Act of 2009 Community Development Block Grant Recovery agreement with the Garwyn Oaks/Northwest Housing Resource Center, Inc.

MINUTES

Department of Housing and - Amendment to Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to agreement with the Healthy Neighborhoods, Inc. (HNI). The amendment will extend the agreement through June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Board approved the original agreement on January 16, 2008.

The HNI provides grants to eligible Baltimore City non-profit organizations to do self-help capital projects. The HNI has requested a no-cost time extension to allow for the completion of the remaining capital improvement projects. All other terms and conditions will remain unchanged.

AUDITS NOTED THIS NO-COST TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to agreement with the Healthy Neighborhoods, Inc.

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 Laurie Ann Moran, Special Education Consultant. The period of the agreement is December 1, 2009 through June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$12,960.00 - 4000-486810-6050-452399-603018

BACKGROUND/EXPLANATION:

Ms. Moran will implement some of the requirements of the Head Start Federal performance standards for services to Children with Disabilities. Head Start provides services to children with suspected and documented disabilities and their families, and has placed emphasis upon the use of community resources, early identification and intervention services. The consultants also collaborate with the Baltimore City Public School to ensure that all children are appropriately identified and assessed in accordance with the Statewide Early Childhood Special Education accountability system.

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 Laurie Ann Moran, Special Education Consultant.

MINUTES

Department of Housing and - Local Government Resolution
Community Development

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

The following organization is applying to the State of Maryland's Community Investment Tax Credit Program (CITCP). A local government resolution of support is required by the State for all applications to these programs for funding.

- | | | |
|----|---------------------------------|---------------------|
| 1. | 1000 FRIENDS OF MARYLAND | \$ 50,000.00 |
| | | CITCP |

The 1000 Friends of Maryland, located at 1209 N. Calvert Street, proposes the 1000 Friends of Maryland is *growing green* Project. This project will use the funding for related capital improvements planned for the historic brownstone, which is the home of the 1000 Friends of Maryland in historic Mt. Vernon.

The 1000 Friends of Maryland's mission is to protect Maryland's natural areas and open spaces, improve the quality of life in communities, restore once vibrant cities and towns, and improve public transportation through meaningful public participation, education, research and advocacy.

UPON MOTION duly made and seconded, the local government resolution in support of 1000 Friends of Maryland's application to the State of Maryland's Community Investment Tax Credit Program was withdrawn.

MINUTES

Department of Housing and Community Development (DHCD) - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an expenditure of funds to pay Issue Media Group - Bmore. The period covered by this invoice is December 1, 2009 through November 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - 1001-000000-1770-179399-603308

BACKGROUND/EXPLANATION:

Funding will pay for a one year contract with Issue Media Group - Bmore to provide an innovative and comprehensive weekly, on-line magazine and website that will focus on all that is new and progressive in Baltimore and the surrounding region. Issue Media Group - Bmore will electronically provide the City with monthly measurements of audience, readership, top stories/issues, etc. The local editorial team of Bmore will write the content of the magazine and website each week.

The utilization of these on-line tools will greatly assist Bmore in its mission to "promote our region's assets and growth in a lively, engaging style in a coordinated effort to attract new talent, business investment and tourism - while measurably improving the conversation about Baltimore".

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the expenditure of funds to pay Issue Media Group-Bmore was withdrawn.

MINUTESDepartment of General Services (DGS) - Developers' Agreements

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

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	LEVINDALE HEBREW GERIATRIC CENTER AND HOSPITAL, INC.	1166	\$ 51,614.00

The organization needs to install a new crosswalk on Belvedere Avenue in conjunction with a new entrance. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

An Irrevocable Letter of Credit in the amount of \$51,614.00 has been issued to Levindale Hebrew Geriatric Center and Hospital, Inc. which assumes 100% of the financial responsibility.

2.	CITY ARTS LIMITED PARTNERSHIP	1183	\$107,916.00
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The organization needs to install various utilities to its proposed construction located in the vicinity of 440 East Oliver Street. This developer's agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A performance bond in the amount of \$107,916.00 has been issued to City Arts Limited Partnership, which assumes 100% of the financial responsibility.

MINUTES

DGS - cont'd

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
3.	LEVINDALE HEBREW GERIATRIC CENTER AND HOSPITAL, INC.	1130	\$207,635.00

The organization needs to construct road, alley, sidewalk, water conduit, street lighting, storm drain and/or sanitary improvements, traffic signal and road markings for a new entrance on Belvedere Avenue.

An Irrevocable Standby Letter of Credit in the amount of \$207,635.00 has been issued to Levindale Hebrew Geriatric Center and Hospital, Inc. which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

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

MINUTESDept. 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. 514 S. Broadway	Jue Soo Chun	Retain single face electric sign 12' x 2'
Annual Charge: \$70.30		
2. 508 S. Broadway	Barbara Apolonio	Retain two cornice signs 12' x 1', 15' x 2', six spots
Annual Charge: \$211.10		
3. 813 S. Broadway	Riverfrot, LLC	One double face non-illum. sign 22" x 34.5"
Annual Charge: \$70.40		
4. 3129 W. North Ave.	Gregory Faulcon	Retain two flat signs, 14' x 2', 9' x 1 ½', and three spot reflectors
Annual Charge: \$158.30		
5. 2100 W. Pratt St.	Jung C. Chung	Retain two cornice signs, 18' x 2'
Annual Charge: \$70.30		

MINUTESDGS - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6. 1626 Aliceanna St.	Michael T. Lippy	Retain awning with signage, 14' x 3', one display case 1 ½' x 1 ½', and three spot reflectors
Annual Charge: \$299.40		
7. 6017 Harford Road	Midas Realty Corp.	One double face electric sign 4' x 8'
Annual Charge: \$169.60		
8. 1201 N. Eden St.	Arnetra Barrera	One flat sign 2' x 10'
Annual Charge: \$35.20		
9. 215 W. Saratoga St.	Elhamy Hafiz Ibrahim	Retain handicap ramp 12'8"x 5'
Annual Charge: \$70.30		
10. 3018 Elliott St.	Infinity Holdings Group, Inc.	2 Oriel windows 7' x 2' one set of steps
Annual Charge: \$167.50		

There are no objections, since no protests were received.

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

MINUTES

Bureau of General Services - Amendment No. 2 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 2 to the agreement with Johnson Controls, Inc.

AMOUNT OF MONEY AND SOURCE:

No additional funds are required.

The additional improvements total \$302,948.00 and will be funded through the master lease program administered through the Bureau of Treasury Management.

BACKGROUND/EXPLANATION:

On August 30, 2006, the Board approved a Phase II Energy Agreement with Johnson Controls, Inc. for energy conservation work at the Back River Waste Water Treatment Plant. The original scope of work included installing three electrical co-generators which convert excess digester gas, produced as a by-product of the wastewater treatment process, into electricity to be used by plant operations.

After the original construction was completed, Johnson Controls, Inc. identified improvements needed in other areas of the digester gas system which will improve operational efficiency and reliability of the co-generators. These improvements are a change to the scope-of-work under the original agreement. Under the terms of amendment no. 2 the changes will include: installation of Type 32 substation electrical relays (a new requirement by BGE); boiler feedwater modifications; installation of variable air volume controls in the gravity belt thickener building (GBT); removal of an existing concrete foundation; additional controls in the hi-rate control room; re-routing an underground methane gas pipeline; installing a drop ceiling in the activated sludge building's mechanical room; increasing the pressure of the digester gas serving the boilers in the maintenance building mechanical room; upgrading piping and HVAC equipment in the GBT building computer room; replacing a condensing unit; and making other ancillary improvements.

MINUTESGeneral Services - cont'd

The costs of the improvements will be realized in energy savings over the life of the original contract, which is 15 years. The terms and conditions of the original agreement and amendment no. 1 remain unchanged.

MBE/WBE PARTICIPATION:

Horton Mechanical Contractors	\$ 74,973.00	24.7%
Doracon, Inc.	30,457.49	10.1%
Spears Mechanical Contractors, Inc.	38,507.00	12.7%
Total	\$143,937.49	47.5%

WITH THE ADDITIONAL MBE PARTICIPATION, THE TOTAL CONTRACT, AS AMENDED, NOW CONTAINS 14.9% MBE PARTICIPATION (13% REQUIRED). NO ADDITIONAL WBE PARTICIPATION IS NEEDED, AS THE WBE PARTICIPATION REQUIREMENT OF 2% WAS FULFILLED IN THE ORIGINAL AGREEMENT.

AUDITS NOTED THIS AMENDMENT.

(FILE NO. 56030)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment no. 2 to the agreement with Johnson Controls, Inc. The Mayor and Comptroller **ABSTAINED.**

MINUTES

Department of General - Amendment No. 1 to Agreements
Services (DGS) and Task Assignment

The Board is requested to approve and authorize execution of amendment no. 1 to agreements for the Indefinite Quantity Contract (IQC) for PB-07306 General Construction Work and Related Services with the listed contractors. The period of the amendment no. 1 extends the period of the agreement for an additional 18 months. The Board is also requested to approve a task assignment.

AMENDMENTS

	<u>CONTRACTORS</u>	<u>AMOUNT</u>
1.	JOHN W. BRAWNER CONTRACTING CO., INC.	\$ 0.00
2.	NORTH POINT BUILDERS, INC.	\$ 0.00
3.	WARWICK SUPPLY AND EQUIPMENT CO., INC.	\$ 0.00
4.	OMF CONTRACTORS, INC.	\$ 0.00

On January 14, 2009, the Board approved five IQC's for General Construction Work and Related Services. The period of the award was effective upon Board approval through January 13, 2010. This amendment will extend the period through July 12, 2011.

Since the award, the Department of General Services has worked to develop a Job Order Contract Management Program, while utilizing the IQC's to respond to "urgent" matters. Several examples of IQC work completed include urgent shoring and repairs to failed ceilings in City Hall. Prompt removal of unsafe, vandalized playground equipment and burned surfacing, prompt repairs to a library branch facility following a vehicular accident that breached the interior building space, and several facility re-roofings to quickly arrest water infiltration problems and mitigate interior damage. A rotation of contractors is followed and competitive pricing is the basis for contractor selection.

MINUTESDGS - cont'd

Recently, the DGS decided to 'table' establishing a new Job Order Contract Management Program until economic conditions improve. Determining factors in this decision were contract "start-up" costs and an evaluation of the projected funding support for this program. The Department of General Services continues to work closely with the City's Law Department to explore options for establishing new Job Order contracts. All other terms and conditions remain unchanged.

MBE/WBE PARTICIPATION:

The aggregate 25% MBE/WBE contract goals remain unchanged, as established by MWBOO.

TASK ASSIGNMENT

<u>CONTRACTOR</u>	<u>AMOUNT</u>
5. JOHN W. BRAWNER CONTRACTING CO., INC.	\$184,580.00
9916-903845-9197-900000-706063	

The Board is requested to approve the assignment of Task No. 005 to John W. Brawner Contractor Co., Inc. under Project 07306, Re-roofing of the Govans Multi-Purpose Center.

The Department of General Services selected John W. Brawner Contractor Co., Inc. to complete this project assignment. The prior contractor failed to complete the job. Therefore to prevent further deterioration and safety risks, this contractor was selected.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

DGS - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 1 to agreements for the Indefinite Quantity Contract under PB 07306, General Construction Work and Related Services with the foregoing contractors. The Board also approved a task assignment.

MINUTES**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

1. O'DONNELL CLEANERS	\$ 8,007.50	Only Bid
Solicitation No. 07000 - Dry Cleaning and Laundry Service - Police Department - Req. No. R536225		

2. ENTERPRISE CONSULTING PARTNERS	\$22,027.50	Sole Source
Solicitation No. 08000 - On Base System Upgrade and Annual Renewal - Department of Transportation - Req. No. R534853		

This vendor installed the original system and is the sole source for this upgrade and its associated maintenance. The award is for the period November 1, 2009 through October 31, 2010.

3. ISMART	\$23,696.52	Low Bid
Solicitation No. B50001313 - Pro-Curve Harbor Court - Police Department - Req. Nos. R537773/R538326		

4. SRA/MCGRAW-HILL	\$ 6,251.39	Selected Source
Solicitation No. 06000 - Tabe Testing Materials - Mayor's Office of Employment Development - Req. No. R538962		

These particular materials are needed to maintain continuity in testing.

5. EXPRESSLY YOURS, GLORIA	\$ 9,991.35	Low Bid
Solicitation No. 07000 - PACT Program Meals - Mayor's Office of Employment Development - Req. No. R537990		

The period of the award is January 1, 2010 through December 31, 2010.

6. ALTERNATIVE PAVING CONCEPTS LLC	\$ 8,500.00	Low Bid
Solicitation No. 07000 - Overlay Work - Department of Transportation - Req. No. R535979		

MINUTES**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

7. <u>FINCH SERVICES, INC.</u>	<u>\$17,452.50</u>	<u>Only Bid</u>
Solicitation No. B50001311 - Gator Utility Vehicle - Fire Department - Req. No. R525582		

8. <u>POINT DEFIANCE AIDS PROJECT/NASEN</u>	<u>\$24,000.00</u>	<u>Low Bid</u>
Solicitation No. 07000 - Needles for Exchange Program - Health Department - Req. No. R536251		

The period of the award is January 13, 2010 through December 31, 2010 with four one-year renewal options.

9. <u>COMPROMISE TECHNOLOGIES</u>	<u>\$20,733.00</u>	<u>Sole Source</u>
Solicitation No. 08000 - Annual Renewal of SAM Software - Enoch Pratt Free Library - Req. No. R538337		

The vendor is the sole developer/manufacturer of SAM software that is already established at the Enoch Pratt Library. The period of the award is February 1, 2010 through January 31, 2011.

10. <u>PINE ENVIRONMENTAL SERVICES, INC.</u>	<u>\$10,474.00</u>	<u>Low Bid</u>
Solicitation No. 07000 - Ultra Low On-Line Tubidmeter - Department of Public Works - Req. No. R537647		

11. <u>ROANE'S RIGGING & TRANSFER CO., INC.</u>	<u>\$12,460.00</u>	<u>Low Bid</u>
Solicitation No. 07000 - Service to Remove/Install Screen Assemblies - Department of Public Works - Req. No. R538213		

12. <u>WESSCO DISTRIBUTION, INC.</u>	<u>\$10,857.29</u>	<u>Low Bid</u>
Solicitation No. 07000 - Fuse and Services - Department of Public Works - Req. No. R536189		

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

- | | | |
|---|-------------|-------------|
| 13. STACORP LP | \$ 5,034.30 | Sole Source |
| Solicitation No. 08000 - Software Renewal - Health Department
- Req. No. R539095 | | |

The upgrade to the software for the Health Dept. database is only available from the original vendor. The period of the award is January 13, 2010 through January 12, 2011.

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|---|-----|-----------|
| 14. FAMILY INN BAKERY & DELI | N/A | Agreement |
| Solicitation No. 06000 - Concession Services - Department of
Recreation and Parks - Req. No. TBD | | |

The Board is requested to approve and authorize execution of an agreement with Family Inn Bakery & Deli. The period of the agreement is December 6, 2009 through April 30, 2010.

On December 16, 2009, the Board approved the original award. The vendor will provide all services, supplies, products, equipment, vehicles and labor necessary to staff and manage the Snack Bar at the Mt. Pleasant Ice Arena.

- | | | |
|--|-------------|-----------------|
| 15. CAPITOL MEDICAL, INC. | \$ 9,778.00 | Selected Source |
| Solicitation No. 06000 - Vanish Point Syringes - Health
Department - Req. No. R539219 | | |

The vendor has syringes in stock that are urgently needed for the H1N1 flu vaccination program. These syringes are on back order from the manufacturer and are unavailable from any other vendor at this time.

MINUTES**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

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|---|--------------------|------------------------|
| 16. <u>COMPUTYPE</u> | <u>\$10,950.00</u> | <u>Selected Source</u> |
| Solicitation No. 06000 - Barcode Labels - Health Department -
Req. No. R534791 | | |

These barcode labels must be compatible with the barcode label printer used by the BDC laboratory. The period of the award is January 13, 2010 through December 31, 2010. Following this Board action two one-year renewal options will remain.

- | | | |
|--|--------------------|----------------|
| 17. <u>HEMOCUE, INC.</u> | <u>\$ 6,930.00</u> | <u>Low Bid</u> |
| Solicitation No. 07000 - Medical Supplies (Hemocue Products)
- Health Department - Req. No. R531916 | | |

- | | | |
|--|--------------------|----------------|
| 18. <u>BALTIMORE AUTO SUPPLY</u> | <u>\$12,000.00</u> | <u>Low Bid</u> |
| Solicitation No. 07000 - Snow Chains - Fire Department - Req.
No. R539808 | | |

The period of the award is January 13, 2010 to January 12, 2011.

- | | | |
|--|--------------------|----------------|
| 19. <u>MEDIA DISTRIBUTORS</u> | <u>\$12,000.00</u> | <u>Low Bid</u> |
| Solicitation No. 07000 - Assorted Video Tapes, CD's, DVD's,
and other Media Supplies - Mayor's Office of Cable and
Communications - Req. No. R535064 | | |

The period of the award is January 13, 2010 through January 12, 2011.

- | | | |
|---|--------------------|--------------------|
| 20. <u>EFI, INC.</u> | <u>\$ 8,812.76</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - Logic Software Updates - Department
of Finance - Req. No. R539763 | | |

The vendor is the sole provider of the proprietary software updates and support. The period of the award is January 1, 2010 through December 31, 2010.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|---|---------------|-------------------|
| 21. <u>SHAFFER SOLUTIONS, INC.</u> | <u>\$0.00</u> | <u>Assignment</u> |
| Purchase Order P510432 - Software Support - Mayor's Office of Employment Development - P.O. P510432 | | |

On September 23, 2009, the Board approved an award in the amount of \$5,144.25 for software support for one year to Support Solutions, Inc. d/b/a SSI Consulting. Shafer Solutions, Inc. has purchased the rights, title, obligations, conditions, assets, and interests of Support Solutions and is requesting assignment of Purchase Order P510432. The Consent to Assignment has been signed by Shafer Solutions, Inc. and Support Solutions, Inc. d/b/a SSI Consulting and has been approved as to form and legal sufficiency by the City's Law Department. No additional funds are needed.

- | | | |
|---|---------------------|----------------|
| 22. <u>MARYLAND FIRE EQUIPMENT CORPORATION</u> | <u>\$ 50,000.00</u> | <u>Renewal</u> |
| Solicitation No. BP 07092 - Firefighter Gloves - Fire Department - Req. No. R508365 | | |

On January 31, 2007, the Board approved the initial award in the amount of \$50,000.00. Subsequent actions were approved. Authority is requested to exercise the final one-year renewal option. The period of the renewal is February 1, 2010 through January 31, 2011.

MWBOO GRANTED A WAIVER.

- | | | |
|---------------------------------|---------------------|----------------------------|
| 23. <u>BADGER METERS</u> | <u>\$116,000.00</u> | <u>1ST Call</u> |
| <u>ELSTE AMCO WATER, INC.</u> | <u>67,000.00</u> | <u>2ND Call</u> |
| <u>NEPTUNE TECHNOLOGY GROUP</u> | <u>67,000.00</u> | <u>3RD Call</u> |
| | <u>\$250,000.00</u> | <u>Renewal</u> |

Solicitation No. B50000209 - Compound Water Meters - Department of Public Works, Bureau of Water and Wastewater - Req. Nos. Various

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

On February 25, 2009, the Board approved the initial award in the amount of \$250,000.00 to the listed vendors. Authority is requested to exercise the first of four one-year renewal options. The period of the renewal is February 25, 2010 through February 24, 2011. Three one-year options will remain after this action.

MWBOO GRANTED A WAIVER.

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|-----|---|---------|
| 24. | TIDEWATER PRODUCTS, INC. \$800,000.00 | Renewal |
| | Solicitation No. B5000873 - Polymeric Flocculants, GBT for the Back River Wastewater Treatment Plant - Department of Public Works, Bureau of Water and Wastewater - Req. Nos. Various | |

On December 24, 2008, the Board approved the initial award in the amount of \$758,835.00. Authority is requested to exercise the first of four one-year renewal options. The period of the renewal is March 1, 2010 through February 28, 2011. Three one-year options will remain after this approval.

MWBOO GRANTED A WAIVER.

- | | | |
|-----|--|---------------|
| 25. | GERMAINE HOLDINGS, LLC | Extension and |
| | T/A OVERLEA | Increase |
| | CATERERS, INC. \$751,331.00 | |
| | Solicitation No. 06000 - Nutritional Congregate Food Service for the CARE Eating Together Program - Commission on Aging and Retirement Education - Req. Nos. Various | |

On November 5, 2008, the Board approved the initial one-year award in the amount of \$1,287,995.91. An extension in the amount of \$185,875.00 was approved by the Board on October 28, 2009. The intent of the award was that the services be subject to competitive bidding; separating the management services from the food service. The Bureau of Purchases has created the two solicitations and they are currently out for bid (B50001205 and B50001206, currently due on 2/17/2010).

MINUTES**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

The bidders have requested an extension of the bid due date and have also submitted an extensive list of questions to be answered before their bids can be submitted. Time is needed to prepare answers, evaluate the bids, and allow transition time for the new vendor (if required). The period of the extension will be on a month-to-month basis effective February 1, 2010, not to exceed beyond June 1, 2010.

MWBOO SET GOALS OF 17% FOR MBE AND 8% FOR WBE.

MWBOO FOUND VENDOR IN COMPLIANCE.

26. MJ MANAGEMENT		Extension and
SERVICES, LLC	\$378,273.00	Increase
<u>Solicitation No. 06000 - Nutritional Congregate Food Service for the CARE Eating Together Program - Commission on Aging and Retirement Education - Req. Nos. Various</u>		

On November 5, 2008, the Board approved the initial one-year award in the amount of \$648,466.68 with the intent that the award would be subject to competitive bidding, separating the management services from the food service. The Bureau of Purchases has created the two solicitations and they are currently out for bid (B50001205 and B50001206, currently due on 2/17/2010). The bidders have requested an extension of the bid due date and have also submitted an extensive list of questions to be answered before their bids can be submitted. Time is needed to prepare answers, evaluate the bids, and allow transition time for the new vendor (if required). The period of the extension will be on a month-to-month basis effective February 1, 2010, not to exceed beyond June 1, 2010.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MWBOO SET GOALS OF 6% FOR MBE AND 1.5% FOR WBE.

MWBOO FOUND VENDOR IN COMPLIANCE.

27. PROGRESSIVE MEDICAL INTERNATIONAL	\$100,000.00	Renewal
SOUTHEASTERN EMERGENCY EQUIPMENT	120,000.00	" "
BOUND TREE MEDICAL, LLC	150,000.00	" "
EVER READY FIRST AID	8,000.00	" "
HENRY SCHEIN/MATRX MEDICAL, INC.	3,000.00	" "
ALLIANCE MEDICAL	30,000.00	" "
CARDIO QUICK SYS, LLC	1,000.00	" "
FIRST LINE, LLC	100,000.00	" "
	<u>\$512,000.00</u>	

Solicitation No. BP 07079 - Medical Supplies and Equipment
Fire Department - Req. Nos. Various

On January 24, 2007, the Board approved the initial award in the amount of \$527,289.17. Subsequent actions have been approved. The period of this final renewal option is February 1, 2010 through January 31, 2011.

MWBOO GRANTED A WAIVER.

28. HD SUPPLY WATERWORKS, LTD	\$ 0.00	Renewal
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Solicitation No. B50000304 - Multi Size Fire Hydrants -
Department of Public Works, Bureau of Water and Wastewater -
Req. No. Various

On February 6, 2008, the Board approved the initial award in the amount of \$500,000.00 for three years. The period of the renewal is January 29, 2010 through January 30, 2011.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

29. ORASURE TECHNOLOGIES, INC.	\$ 57,200.00	Sole Source
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Solicitation No. 08000 - HIV OraQuick Testing Kits and Accessories - Health Department - Req. No. R531313

The vendor is the only manufacturer of the OraQuick Advance Rapid HIV1/2 antibody test which meets the Health Department's need for a highly sensitive and specific test.

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.

30. BIO-KEY INTERNATIONAL	\$1,547,875.20	Agreement
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Solicitation No. 08000 - Pocket Cop Mobile Data System - Police Department - Req. Nos. R534259 & R534266

The Board is requested to approve and authorize execution of an agreement with Bio-Key International. The period of the agreement is effective upon Board approval and will terminate one year thereafter, but no later than January 19, 2011 with an option to continue maintenance and support services for an additional five years. Bio-Key International is the sole proprietor for the software used for Pocket Cop, which enables police officers to access the criminal data, outstanding warrants, and motor vehicle information using a small handheld device. Bio-Key International will provide training, maintenance and support for Pocket Cop. Three other applications were examined, and it was determined that Pocket Cop best met the City's needs and would be a less expensive system since it is an extension of the Bio-Key Mobile Cop application currently installed in the City's police cars.

MINUTES**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking nor would it 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.

Mayor: "I just want to note that the PILOT Program that we worked on with the Pocket Cop in Western District, will now be distributed and rolled out in all the Districts, and this will provide Police with access to numbers of critical database including national crime information. It is a great tool that the Officers, the Patrol Officers in Western really were able to get hands on first-time information. That is going to be a great tool and I know Cheryl Goodstein and the Criminal Justice Office worked on this with the Police Department. So, I really want to commend them on that."

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

31. FRISCHKORN, INC.	\$ 50,000.00	Increase
Solicitation No. 08000 - Consumable Chesterton Mechanical Seal Parts - Department of Public Works, Bureau of Water and Wastewater - Req. No. Various		

On June 4, 2008, the Board approved the initial award in the amount of \$50,000.00. On February 25, 2009, an increase was approved in the amount of \$50,000.00. This increase in the amount of \$50,000.00 is needed because of the higher than anticipated usage, making the total award amount \$150,000.00.

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

32. WARNOCK FLEET & LEASING	\$600,000.00	Cooperative Contract
State of Delaware Contract 25-800-01-G-Assorted Light Bars & Light Sets - Department of General Services - Req. No. Various		

The State of Delaware competitively bid and awarded this contract for light bars and hide-a-way light sets. There is no local supplier of these items, and the prices obtained by using this cooperative contract are lower than those charged by the manufacturer for direct sales. The period of the agreement is January 13, 2010 through December 31, 2010, with a one year renewal option.

MINUTES**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
33. UNISYS CORPORATION	\$258,000.00	Ratification & Term Order
	54,000.00	
	\$312,000.00	

Solicitation No. 08000 - Continuation of Maintenance Agreement - Department of Finance - Req. No. R193923

On March 21, 2007, the Board approved the initial award in the amount of \$184,670.88. Because of an administrative error, BP 08000 - Maintenance Agreement for the Remittance Processing System expired on June 30, 2008 with two one-year renewal options remaining. The vendor continued to supply services to the City. Therefore, the Board is requested to ratify the expenditures made from June 30, 2008 through January 12, 2010, and approve a term order for the period of January 13, 2010 through June 30, 2010 to ensure the availability of maintenance for the document imaging portion of the system still in use.

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

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to Contracts, and extensions, and approved and authorized execution of the assignment and the agreement.

MINUTESDepartment of Audits - Audit Report and Related Audit Digest

The Board is requested to **NOTE** receipt of the following Audit Report and Related Digest:

Audit of the Actual Receipts and Expenditures Report
9-1-1 Emergency Number System Program of Baltimore City
Fiscal Year 2009.

The Board NOTED receipt of the audit report and related
digest.

MINUTES

Parking Authority of Baltimore City (PABC) - Expenditure
of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay FenceFair.

AMOUNT OF MONEY AND SOURCE:

\$12,845.00 - Replace fence
625.00 - Relocate trash dumpster
\$13,470.00 - 2075-000000-5800-408600-603016

BACKGROUND/EXPLANATION:

In 2006, the Department of Justice, Americans with Disabilities Act (ADA) Commission completed audits of several City-owned parking facilities and, as a result, several were cited for not being ADA compliant in various aspects. Since then, the PABC has completed all of the work mandated in the report with the exception of some work at the Marina Garage. At this location, the PABC needs to relocate the existing dumpsters and replace the existing fence.

The PABC solicited proposals from three companies to complete this work. FenceFair's proposal was selected because of the quality of the material and the reasonable price for the repair work at the Marina Garage.

Once this work is completed, striping can be painted on to include the appropriate ADA-modified accessible spaces and pedestrian walkway at the Marina Garage.

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 FenceFair.

MINUTES

1. Office of the Labor - Letter of Understanding with the
Commissioner Baltimore City Liquor Board

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** receipt of the letter of understanding agreement between the City of Baltimore and the Baltimore City Liquor Board (Liquor Board).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On September 2, 2009, the Department of Audits presented an audit of the Liquor Board to the Board of Estimates for fiscal years ending 2005, 2006 and 2007. It reported its findings of the Baltimore City Liquor Board's compliance with general auditing standards and internal controls over financial reporting. The Board requested that the Liquor Board report back to the Board on October 7, 2009 for a status report on the audit findings and recommendations. After several granted extensions, the Liquor Board was requested to report back to the Board of Estimates on January 13, 2010.

As a result of the Audit findings, the Office of the Labor Commissioner convened several meetings with the Liquor Board, Department of Audits, the Department of Human Resources, Payroll, and the Law Department to address concerns expressed in the audit report.

2. Department of Audits

The Department of Audits believes that the Letter of Understanding, when fully implemented would resolve the payroll findings. Once implemented, the Department of Audits will follow-up with the Liquor Board to verify whether the payroll findings have been resolved and report back to the Board.

MINUTESDepartment of Audits - cont'd

The Board **NOTED** receipt of the letter of understanding agreement between the City of Baltimore and the Baltimore City Liquor Board. In addition, the Board requested the Department of Audits and Labor Commissioner to report back in 60 days on the status of reaching an agreement regarding part-time inspectors; appellate counsel; and commissioners and for a report back on how the E-TIME System has been updated to accommodate the terms of the agreement reached today and the future agreement.

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:

94 - 95

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

Item No. 3 was withdrawn.

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

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:**Department of Transportation

1.	TR 07305, Curtis Avenue & Rock Glen Road Resurfacing	M. Luis Constr. Co., Inc.	\$1,146,596.45
	DBE: Fallsway Constr. Co., Inc.	\$215,000.00	18.75%
	Rowen Concrete, Inc.	95,000.00	8.29%
		\$310,000.00	27.04%

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>			
2.	\$144,032.08	9950-903768-9514 Federal Resurfacing - Sector III	99950-903730-9514- 6 Structures & Improvements Federal Resurfacing Sector III - Curtis Ave. & Rock Glen Road

This transfer will provide funds to cover the shortage in the account for the project "Federal Resurfacing Sector III - Curtis Avenue & Rock Glen Road" associated with the award of Contract No. TR 07305 to M. Luis Construction, Co., Inc.

Bureau of Purchases

3.	B50001253, Supply Lockers	Alliance Suppliers, Inc.	\$ 36,705.45
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MWBOO SET GOALS OF 0% MBE AND 0% WBE.

WITHDRAWN

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:**Bureau of Purchases - cont'd

4. B50001244, Bomb Res-	Sirchie Acquisition	\$138,704.00
ponse Vehicle	Company, LLC	

MWBOO GRANTED A WAIVER.

MINUTES**PROPOSALS AND SPECIFICATIONS**

Department of Transportation - TR 10011, Conduit System Repairs
at Various Locations, Citywide
(JOC)
Miscellaneous Repairs
BIDS TO BE RECV'D: 02/17/2010
BIDS TO BE OPENED: 02/17/2010

Department of Transportation - TR 08062, Little Italy
Streetscape
BIDS TO BE RECV'D: 02/17/2010
BIDS TO BE OPENED: 02/17/2010

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

MINUTES

THE CLERK ANNOUNCED THAT THE BOARD OF ESTIMATES MEETING WAS RESUMED FOR THE OPENING AND RECEIVING OF BIDS AS SCHEDULED.

BIDS, PROPOSALS, AND CONTRACT AWARDS

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

- Bureau of Water and Wastewater - SC 871, Improvements to Herring Run Interceptors Phase I from Argonne Drive to 675 feet Southeast of Harford Road
BIDS TO BE RECV'D: 01/27/2010
BIDS TO BE OPENED: 01/27/2010
- Department of Transportation - TR 08316, Construction of CCTV Cameras & Signal Rewiring Citywide JOC
BIDS TO BE RECV'D: 02/03/2010
BIDS TO BE OPENED: 02/03/2010
- Department of Transportation - TR 08318, Installation of Fiber Optic & Copper Communications Systems Citywide - JOC
BIDS TO BE RECV'D: 02/03/2010
BIDS TO BE OPENED: 02/03/2010
- Bureau of Purchases - B50001205, Management Services for Eating In Baltimore Program
BIDS TO BE RECV'D: 02/17/2010
BIDS TO BE OPENED: 02/17/2010

MINUTES**BIDS, PROPOSALS, AND CONTRACT AWARDS** - cont'd

Bureau of Purchases - B50001206, Food Service for
Eating Together In Baltimore
Program
BIDS TO BE RECV'D: 02/17/2010
BIDS TO BE OPENED: 02/17/2010

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 09301, Installation of
Variable Message Signs and
Supports Citywide

BM Bruce Merilees Electric Co.
MIDASCO, LLC
Enterprise Electric Co.

Bureau of Purchases - B50001296, To Provide AIRMAN PDS
185S Portable Air Compressor

Globe Electric
Hertz Equipment Rental
Modern Equipment Sales & Rental Company
Correlli Incorporated
Volvo Construction Equipment & Services
Ampac Machinery, LLC

Bureau of Purchases - B50001297, Wheel Lift Tow Trucks

Chapman Nissan
Beltway International, LLC
Central Truck Center
Chesapeake Ford Truck Sales, Inc.
West End Service, Inc.

MINUTES

Bureau of Purchases - B50001298, Animal Rescue Truck

Criswell Chevrolet
 Chas. S. Winner d/b/a Winner Ford
 Chapman Chevy
 Chesapeake Ford Truck Sales, Inc.
 Apple Ford L/M
 Bob Bell Chevrolet of Belair, Inc.

Bureau of Purchases - B50001299, Supply and install
 Carpeting for the Baltimore
 Convention Center

L&R Floors
 B&B Commercial Interiors, Inc.
 CB Flooring, LLC
 OMF Contractors, Inc.
 Allstate Floors & Construction, Inc.

Bureau of Purchases - B50001302, Front Load Refuse
 Packer Body to be installed on
 an existing 2007 Mack Chassis

Maryland Industrial Trucks, Inc.
 Ingold's Hico, Inc.
 Toter Incorporated
 Mid Atlantic Waste Systems Div. of THC Enterprises, Inc.
 Waste Equipment Sales & Service LLC
 Golden Equipment Company

Bureau of Purchases - B50001304, Maintenance, Repairs
 and Installation of CCTV and
 Video Surveillance Systems

Norment Security Group
 ASG Security

MINUTESBureau of Purchases- B50001305, Tandem Wheel Dump
Trucks

Western Star Trucks of Delmarva, LLC
Beltway International, LLC
Central Truck Center
Peterbuilt of Baltimore
Baltimore Freightliner

Bureau of Purchases- B50001308, Litter Vacuums

Tenant Sales and Service Company

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There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, January 20, 2010.



JOAN M. PRATT
Secretary