

MINUTES

REGULAR MEETING

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

The meeting was called to order by the President.

President: "I will direct the Board members attention to the memorandum from my office dated January 28, 2013, identifying matters to be considered as routine agenda items, together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a motion to approve all of the items contained on the routine agenda."

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

Comptroller: "Second."

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

The routine agenda has been adopted."

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

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 31, 1991, the following contractors are recommended:

Communications Construction Group, LLC	\$ 39,339,000.00
EnerG Test, LLC	\$ 4,644,000.00
Jay Cashman, Inc.	\$ 77,697,000.00
Key Systems, Inc.	\$ 7,020,000.00
Native Sons, Ltd.	\$ 34,263,000.00
Pipeline Investigations, Inc.	\$ 1,500,000.00
Schnabel Foundation Company	\$200,637,000.00
Union Electric Company, LLC	\$ 1,500,000.00

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:

ADS Environmental Services	Engineer
Arora Engineers, Inc.	Engineer

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BOARDS AND COMMISSIONS - cont'd

AS Engineering, Inc.	Architect
EBA Engineering, Inc.	Engineer Land Survey
Glyndon Engineering & Technology Co.	Engineer
McCormick Taylor, Inc.	Landscape Architect Engineer
Stone Hill Design Associates, Inc.	Landscape Architect
Symbiosis, Inc.	Landscape Architect

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.

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 12** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on January 9, and January 16, 2013.

The Board **NOTED 12** favorable reports on Transfers of Funds approved by the Board of Estimates at its meeting on January 9, and January 16, 2013.

MINUTES

Department of Planning - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Parks and People Foundation (PPF). The period of the agreement is September 1, 2012 through August 31, 2013.

AMOUNT OF MONEY AND SOURCE:

\$22,000.00 - 9905-922004-9188-900000-709047

BACKGROUND/EXPLANATION:

The PPF is a non-profit with over 25 years experience in urban greening and environmental restoration. Under this contract, the PPF will work with students, schools, and teachers to plant trees and landscape schoolyards. This initiative will provide environmental education and experiences to Baltimore's youth, and help the City meet its goal of doubling its tree canopy.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the Parks and People Foundation. The Mayor **ABSTAINED**.

MINUTES

TRANSFER OF FUNDS

* * * * *

UPON MOTION duly made and seconded,
the Board approved
the Transfer of Funds
listed on the following page:

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

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
1. \$ 177,000.00	9910-904984-9587	
30 th Comm.	Homeownership	
Dev. Bonds	Incentive Program	
FY 2013		
\$ 150,000.00	-----	9910-906011-9588
		Employee Homebuying
		Assistance -
		Vacants to Value
<u>27,000.00</u>	-----	9910-910017-9588
\$ 177,000.00		Buy Into Baltimore
		Program - Trolley
		Tour

This transfer will provide funds for Baltimore's Home-ownership Incentives Program for fiscal year 2013.

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 (DHCD) - Options</u>			
1. Pacific Enterprises, LLC	943 N. Collington Ave.	G/R \$90.00	\$ 825.00
2. Fred Nochumowitz	2210 E. Eager St.	G/R \$30.00	\$ 275.00
3. Fred Nochumowitz	2218 E. Eager St.	G/R \$30.00	\$ 275.00
4. Cav Commercial, LLC	907 N. Duncan St.	G/R \$36.00	\$ 330.00
Cav Commercial, LLC	937 N. Duncan St.	G/R \$36.00	\$ 330.00
Cav Commercial, LLC	941 N. Duncan St.	G/R \$36.00	<u>330.00</u> \$ 990.00
5. Burton King and Renee King	938 N. Duncan St.	G/R \$96.00	\$ 800.00
	952 N. Duncan St.	G/R \$96.00	<u>800.00</u> \$ 1,600.00

Funds are available in account no. 9910-906416-9588-900000-704040, EBDI Project Phase II.

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

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnation</u>			
6. Intercoastal Invest- ment Trust, LTD of Baltimore City, MD	1109 N. Bradford St.	G/R \$96.00	\$ 640.00

Funds are available in account no. 9910-904488-9588-900000-704040, Milton-Montford Project.

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

MINUTES

Mayor's Office of Employment - Agreement and Memoranda
Development (MOED) of Understanding

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

AGREEMENT

1. All-STATE CAREER, INC. \$ 20,000.00

Account: 4000-807513-6312-467253-603051
 4000-806713-6312-467253-603051

The organization will provide training in the areas specified on the Maryland Higher Education Commission list. The training will consist of the programs described in the course or certificate curriculum outline and will include any participant attendance policies, academic benchmarks and the means of measuring achievements, completion standards, and the total hours of each course in a certificate program. The maximum length of time a participant can remain in training is one year. The period of the agreement is September 1, 2012 through June 30, 2013.

MEMORANDA OF UNDERSTANDING (MOU)

2. ASSOCIATION OF BALTIMORE AREA GRANTMAKERS (ABAG) \$128,889.00

Account: 6000-600312-6311-483200-406001

MOED will provide workforce services that enhance job readiness and employment outcomes to Baltimore's lower income communities. The period of the MOU is May 1, 2012 through December 31, 2013.

A PROTEST WAS RECEIVED FROM KIM A. TRUEHEART.

Kim A. Trueheart

January 29, 2013

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated school age children of Baltimore City who appear to be victims of a lack of vision, poor fiscal planning and management and by most municipal entities within Baltimore City.

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

1. Whom you represent: Self
2. What the issues are:
 - a. Page 8, Item 2, Mayor's Office of Employment Development (MOED) – MEMORANDA OF UNDERSTANDING (MOU), if approved:
 - i. Fails to impose the City's Minority/Women Business participation goals;
 - b. This items should be removed from the agenda, returned to MOED and MWBOO should be directed to bbbet
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden will be exacerbated by the continued wasteful spending by the Baltimore City municipal entities within this administration.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on January 30, 2013.

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

Sincerely,
Kim Trueheart
Citizen

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

EXTRA WORK ORDERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following page:

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All of the EWOs had been reviewed and approved
by the Department of Audits, CORC, and MWBOO,
unless otherwise indicated.

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

- EWO #001, \$100,000.00 - TR 11003, Material Testing 2011
(Phase I) Various Locations Citywide

\$ 116,400.00	-	Froehling & Robertson, Inc.	90	-
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- EWO #004, \$158,397.50 - TR 12008, Resurfacing Highways at
Various Locations Citywide Emergency JOC-III

\$ 1,429,734.50	\$ 28,735.94	P. Flanigan & Sons, Inc.	-	-
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- EWO #005, \$ 0.00 - TR 09303, Rehabilitation of West
Baltimore Trail & Implementation of Pedestrian Improvements:
Edmondson Avenue & North Pulaski Street

\$ 481,497.00	\$ 73,443.09	Machado Construc- tion Co., Inc.	90	-
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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 for the
Fiscal Year Ended June 30, 2012.

The Board **NOTED** receipt of the audit report and related
audit digests.

MINUTES

Police Department - Agreements

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

1. **PETER BELLMIO** **\$ 5,000.00**

Account: 6000-611213-2013-197500-603026

Mr. Bellmio will evaluate and conduct a presentation of strengths, weaknesses, and recommend next steps to strengthen patrol staffing analysis capabilities of the Police Department to efficiently deploy patrol personnel. Mr. Bellmio will conduct several meetings at the Department to obtain preliminary data that can be used to make the business case for change and deliver a briefing for senior Baltimore Police Department management on results. He will deliver a two-day seminar on the Implementation of Geographic Policing which will cover staffing analysis, design of patrol areas, scheduling, and supervision. By the end of the seminar the participants will help develop a plan of action that will be submitted to the Commissioner for approval. Participants will represent a cross section of ranks and functions in patrol function, communications, planning and research, and IT staff. Ideally, these individuals will be part of a Geographic Policing Work Group that the Police Department will form to serve as a steering committee for the project.

2. **STEVEN M. NOTTINGHAM** **\$ 5,000.00**

Account: 6000-611213-2013-197500-603026

Mr. Nottingham will provide an assessment of the Police Department's tactical proficiency in the following areas: use of force; mobile field force and training; vehicle pursuits; police involved shootings; and barricaded suspects/felony car stops. Mr. Nottingham will review cur-

MINUTESPolice Department - cont'd

rent Departmental General Orders, related Standard Operating Procedures, State legislation and any City ordinances relating to the above-noted topics, training bulletins, and Police Commissioner's Memoranda. He will also provide an overarching assessment, report and recommendations to the Commissioner within 60 days of contract award. The assessment will include an on-site visit to the Police Department Training Academy and meeting with instructors and operational/patrol commanders.

3. **TURNAROUND, INC.** **\$ 24,826.00**

Account: 5000-599713-2013-688000-60000

On December 5, 2012, the Board approved acceptance of an award from the Governor's Office of Crime Control and Prevention for the SART Advocate Project. This agreement will fund a Victim's Advocate who will provide vertical advocacy for victims of sexual assault. The advocate will be employed by the organization and will collaborate with the Police Department's Sex Offense Unit to improve case investigation protocols. The period of the agreement is January 1, 2013 through June 30, 2013.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTIONS.

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

MINUTESDepartment of General Services - Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	3016 Abell Avenue	Brenna Hogan	One step 45" x x 55"
	Flat Charge: \$35.20		
2.	2603 Greenmount Avenue	Yo Feng Kiang	Awning w/signage 16' x 3' two fluorescent tubes
	Annual Charge: \$241.50		
3.	107 S. Broadway	James L. Ruggiero	Retain single face electric sign 6'3" x 2'
	Annual Charge: \$84.36		
4.	1129 William Street	Lawrence B. Hoffman	One set of steps 40" x 36"
	Flat Charge: \$35.20		
5.	5110 Pennington Avenue	Puckett Enter- prises, LLC	Single face electric sign 31.25'
	Annual Charge: \$140.60		

MINUTES

DGS - cont'd

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6.	1420 Key Highway	Key Highway Associates, LLC	Service connection two 4" conduit @ 147'
	Annual Charge: \$1,029.00		
7.	3326 O'Donnell Street	Florence Roberts	Garage extension 20' x 2'
	Annual Charge: \$140.00		
8.	117 W. Lexington Street	Carmel Realty, Assoc.	One flat sign 13.04 sq. ft. one single face electric sign 70.03 sq. ft.
	Annual Charge: \$465.93		

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

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

MINUTES

Department of General Services - Agreement for Incoming Loan

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement for an incoming loan with the Baltimore & Ohio (B&O) Railroad Museum, Inc. The period of the agreement is January 1, 2013 through December 31, 2013.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This agreement is for the incoming loan of artifacts regarding the collections of the Poe House Museum, located at 203 N. Amity Street.

The Department is responsible for maintaining the Poe House Museum for the City. This agreement will allow for a short-term loan of objects from the Poe House Museum to the B&O Railroad Museum, Inc.

The purpose of the loan is to continue work associated with exhibit design, preparation, and interpretive initiatives for the Poe House Museum.

MBE/WBE PARTICIPATION:

N/A

A PROTEST WAS RECEIVED FROM KIM A. TRUEHEART.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement for an incoming loan with the Baltimore & Ohio Railroad Museum, Inc.

Kim A. Trueheart

January 29, 2013

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

Dear Ms. Taylor:

Herein is my written protest of the item described below from this week's Board of Estimates agenda and my request for information under the Maryland Public Information Act, State Government Article §§10-611 to 628.

The following details are provided to initiate this action as required by the Board of Estimates and I fully understand that some details noted are NOT required by the Maryland Public Information Act:

1. Whom you represent: Self
2. What the issues are:
 - a. Pages 17, Department of General Services – Agreement for Incoming Loan, if approved:
 - i. In October 2012 the Department of Planning led this initiative and this new BOE action notes the Department of General Services as the requestor, please clarify DGS's role.
 - ii. This MOU fails to provide the public an update on this initiative to include a timeline for the grand reopening and other matters discussed here:
 1. The CRMG recommended the creation of a new entity to manage the site. It will be named Poe Baltimore, and the City will engage the B&O to provide professional support to the organization, including assisting with its incorporation as a 501(c)(3) organization.
 2. In addition to providing administrative and financial oversight during the one-year transition period, the B&O will recruit Board members and establish business practices; develop a fundraising plan and a membership database; physically prepare the Poe House for new interpretation; develop and produce two introductory videos and basic branding; and design a visitor friendly website. The Poe House will close for approximately six months during the transitional period for necessary renovations and new exhibit installation. It will then have a grand reopening and will continue serving as an attraction for visitors, engaging the imagination and involvement of a wider audience.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce

5519 Belleville Ave
Baltimore, MD 21207

services as a resident. This already onerous burden will be exacerbated by potentially unwise and wasteful spending of scarce municipal resources. The sustainability of the Poe House is an important undertaking, which I fully support, however, I have great reservations that this administration has the vision and foresight to fulfill that end goal successfully, as evidenced by numerous failings with similar endeavors.

If all or any part of this request is denied, I request that I be provided with a written statement of the grounds for the denial. If you determine that some portions of the requested records are exempt from disclosure, please provide me with the portions that can be disclosed.

I also anticipate that I will want copies of some or all of the records sought. Therefore, please advise me as to the cost, if any, for obtaining a copy of the records and the total cost, if any, for all the records described above. If you have adopted a fee schedule for obtaining copies of records and other rules or regulations implementing the Act, please send me a copy. Electronic copies are acceptable.

I look forward to reviewing disclosable records promptly and, in any event, to a decision about all of the requested records within 30 days. Thank you for your cooperation.

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

Sincerely,
Kim Trueheart, Citizen

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

Department of General Services - Ratification

ACTION REQUESTED OF B/E:

The Board is requested to ratify the purchase and approve and authorize payment to PLANLED, LLC.

AMOUNT OF MONEY AND SOURCE:

\$86.00 - 9916-913900-9197-910010-706065

BACKGROUND/EXPLANATION:

The Department's Energy Division used PLANLED, LLC on one occasion. Upon investigation, the Department found that it inadvertently used a company that was not a registered vendor of Citi-Buy.

The submitted invoice dated August 16, 2012 in the amount of \$86.00 is true and valid. This item was procured before a valid release Purchase Order was issued to PLANLED, LLC.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified the purchase and approved and authorized the payment to PLANLED, LLC.

MINUTES

Department of Transportation - On-Call Bridge Design Services Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an on-call bridge design services agreement with Wallace, Montgomery & Associates, LLP. The period of the agreement is effective upon Board approval for three years.

AMOUNT OF MONEY AND SOURCE:

\$2,000,000.00, Upset limit - amount to be determined with each individual project

BACKGROUND/EXPLANATION:

The Department has negotiated and procured the consulting agreement approved by the Office of Boards and Commission and Architectural and Engineering Awards Commission and now desires to utilize the services of Wallace, Montgomery & Associates, LLP. The cost of services rendered will be on actual payroll rates not including overhead and burden times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits. The Consultant will assist the Transportation and Construction Division by providing bridge design services including, but not limited to bridge inspections, attending meetings, plans, specifications and cost estimates.

MBE/WBE PARTICIPATION:

MBE: EBA Engineering, Inc.	\$280,000.00	14.00%
Alvi Associates, Inc.	<u>260,000.00</u>	<u>13.00%</u>
	\$540,000.00	27.00%
WBE: Chesapeake Environmental Mgmt., Inc.	\$100,000.00	5.00%
Constellation Design Group, Inc.	<u>100,000.00</u>	<u>5.00%</u>
	\$200,000.00	10.00%

MINUTES

Department of Transportation - cont'd

MWBOO FOUND VENDOR IN COMPLIANCE.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the on-call bridge design services agreement with Wallace, Montgomery & Associates, LLP.

MINUTES

Department of Transportation - Adoption of Fee Schedule for
Traffic Sequence Reports

ACTION REQUESTED OF B/E:

The Board is requested to approve and adopt the fee schedule of Traffic Sequence Reports. The fee schedule will apply to all applications submitted on or after February 1, 2013, ten days after Board of Estimates approval or whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Each year the Department processes a significant number of requests for Traffic Sequence Reports involving interpreting raw traffic data and preparing technical detailed reports. The lengthy preparation of the Traffic Sequence Report includes deciphering and translating raw traffic data in lay terms which is often used in court procedures. Preparation of the report involves performing research, conducting a field investigation at the signal controller, and drafting a letter describing the operations. This generally takes about three hours. The fee compensates the Department's engineers for their time deciphering and translating the raw data, producing a Traffic Sequence Report, and a map and appearances in court.

The Department of Transportation's proposed Scheduling Fee for Traffic Signal Sequence Requests, Red Light Camera Photos, Traffic Counts, Signage, and Court Appearances, etc. is as follows:

\$70.00 per request for intersection
 \$35.00 "Rush" fee for all requests needed in less than ten
 days
 \$35.00 per hour, minimum four hours, for court appearances
 \$10.00 per map

MINUTES

Department of Transportation - cont'd

Cancellation Policy

If the applicant notifies the Department of Transportation of the cancellation of the report at least 48 hours in advance, there will be no administrative charge.

Distribution of Fees

In general, the entire \$70.00 per report will be deposited into account (1001-000000-0000-505400-403830) of the Department of Transportation. All administrative fees charged pursuant to the cancellation policy will be credited to the account of the Department of Transportation.

Upon approval by Board of Estimates and adoption of fee schedule, the Department will publish this fee on its website and in other places, as appropriate.

UPON MOTION duly made and seconded, the Board approved and adopted the fee schedule of Traffic Sequence Reports.

MINUTES

Baltimore Development Corporation - Sixth Modification Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the sixth modification agreement with the Baltimore Children's Museum, Inc. (the Museum).

The Board is further requested to approve and authorize the Director of Finance to execute certificates, affidavits, consents, and ancillary documents as set forth in the Promissory Note, none of which will impose any obligation upon the City.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On April 1, 1998, the Board approved the original loan agreement with the Baltimore Children's Museum, Inc.

The Baltimore Children's Museum, Inc. is a not-for-profit corporation that operates a children's museum located at 35 Market Place, known as Port Discovery. The \$32,000,000.00 facility, for the education and entertainment of children and their families, opened in December 1998. The Museum is funded by a combination of Federal, State, City, foundation, and private resources. The City provided \$5,000,000.00 under three separate City loans (City Notes) as part of the total project financing, which was approved on April 01, 1998.

The City loans are summarized below. The repayment plan for Note I permitted the principal balance and accrued interest to be forgiven on a dollar for dollar basis, provided that the Museum raised new capital or endowment funds from non-City sources. Since June 2005, the Museum has collected approximately \$984,000.00, which was used to retire the balance of Note 1, effective September 25, 2009.

MINUTES

BDC - cont'd

	<u>Note I</u>	<u>Note II</u>	<u>Note III</u>
Origination Date	04/01/98	04/01/98	04/01/98
Original Amount	\$2,000,000.00	\$2,500,000.00	\$500,000.00
Current Balance	-0-	\$2,500,000.00	\$500,000.00
Interest Rate	--	Non-interest bearing	Non-interest bearing
Repayment Schedule	--	Principal due at maturity	Principal due at maturity
Maturity Date (or payoff date)	09/25/09	12/31/09	12/31/09

Under the terms of the sixth modification agreement, the Board will extend the maturity on the two remaining City Notes through December 31, 2017. All outstanding principal will be due at that time. All other terms and conditions of the City loan documents will remain unchanged.

MBE/WBE PARTICIPATION:

N/A

MINUTES

BDC - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the sixth modification agreement with the Baltimore Children's Museum, Inc. The Board also approved and authorized the Director of Finance to execute certificates, affidavits, consents, and ancillary documents as set forth in the Promissory Note, without any obligation upon the City. The Mayor **ABSTAINED**.

MINUTESHealth Department - Agreements and Amendment to Agreement

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

AGREEMENTS

1. **KOINONIA BAPTIST CHURCH, INC.** **\$ 5,000.00**

Account: 5000-530313-3041-605800-603051

The Koinonia Baptist Church, Inc. will work with the Baltimore City Health Department to conduct a faith-based education initiative for African American residents regarding tobacco use prevention and cessation, tobacco as a risk factor for chronic illness, smoke-free homes and provide leadership training.

The agreement is late because it was requested late in the fiscal year and was just completed.

2. **ST. PAUL SPECIALISTS, INC.** **\$14,000.00**

Account: 1001-000000-3030-271300-603051

The organization will provide services in the area of a Medical Director for the Bureau of Disease Control Laboratory. The Medical Director will be responsible for the overall operation and administration of the laboratory, assisting in the selection of personnel who are competent to perform test procedures, record and report test results promptly, accurately, and proficiently, and assure compliance with all applicable regulations.

The agreement is late because the request was received late in the grant year.

MINUTES

Health Dept. - cont'd

3. **GOVANS CENTER FOR RETIRED PERSONS, INC.** **\$53,068.00**

Account: 4000-433512-3024-295904-603051

The organization operates a senior program which serves as the community focal point for seniors and their caregivers. Services will include, but not be limited to social, recreational and educational programs, information and assistance, outreach, wellness and transportation. The period of the agreement is October 1, 2012 through September 30, 2013.

The agreement is late because the Baltimore City Health Department was waiting on finalization of the budget and signatures from the provider.

MWBOO GRANTED A WAIVER.

4. **ELLA'S IN HOME CARE, INC.** **\$ 6,500.00**

Account: 5000-534013-3044-273306-603051

Under this agreement, the Baltimore City Health Department will disburse State Subsidized Assisted Housing funds to low income residents at Ella's In Home Care, Inc. This facility is enrolled in the Senior Assisted Living Group Home Subsidy Program and will provide subsidized senior assisted housing services for individuals age 62 and over, who have temporary or periodic difficulties with the activities of daily living and who require assistance in performing personal and household functions associated with complete independence as per the provisions for Article 70B, Section 4 of the Annotated Code of Maryland. Residents will receive shelter, meals, housekeeping, personal care services and 24-hour on-site supervision.

The agreement is late because the Department was waiting for the grant award.

MINUTES

Health Dept. - cont'd

5. **BON SECOURS BALTIMORE HEALTH CORPORATION** **\$90,000.00**

Account: 4000-499013-3030-513201-603051

The organization will provide 3,000 HIV tests during the project period at Bon Secours Hospital. The organization will ensure the provision of confirmatory HIV testing for all patients with reactive rapid HIV tests, ensure the provision of HIV test results to all patients with particular attention paid to reaching patients with HIV-positive test results. In addition, the organization will provide post-test prevention counseling for all patients newly diagnosed with HIV infection and actively link all patients newly diagnosed with HIV to medical care and confirm attendance to the first appointment. The period of the agreement is January 1, 2013 through December 31, 2013.

MWBOO GRANTED A WAIVER.

6. **PAULINA COBA** **\$ 3,000.00**
 (\$30.00 per
 hr. @ 100
 hrs.)

Accounts: 6000-626613-3080-292303-603018 \$ 1,500.00
 6000-622613-3080-292302-603018 \$ 1,500.00

The Teen Pregnancy Prevention Initiative aims to reduce teen births in Baltimore City by ensuring that young people have access to age-appropriate and evidence-based health education, medically appropriate clinical services and opportunities to engage their communities and grow as civic leaders.

MINUTESHealth Dept. - cont'd

Ms. Coba has been designated as an expert in the linguistic and cultural interpretation of health related materials in Spanish. She will collaborate with the Baltimore City Health Department and The Family League of Baltimore City Inc. to coordinate the interpretation of identified sections of the "Know What U Want" website as well as printed client materials. The period of the agreement is November 15, 2012 through June 30, 2013.

The agreement is late because of a delay in the completion of necessary documentation.

7. **THE JOHNS HOPKINS UNIVERSITY** **\$245,000.00**
(JHU)

Account: 4000-425613-3023-599605-603051

The JHU-Pediatric & Adolescent HIV/AIDS Program, a member of a statewide coalition to address the needs of the Women, Infant, Children and Youth population, currently provides a full range of HIV services directly or through linkages with other providers. The program also provides comprehensive, culturally sensitive, state-of-the art HIV medical care and support services.

MWBOO GRANTED A WAIVER.

The agreement is late because the Infectious Disease and Environmental Health Administration (IDEHA) programmatically manages Ryan White Part D services. The IDEHA selects the providers through a competitive Request for Proposal process. The providers submit a budget, budget narrative, and scope of services. The Health Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are often times revised because of inadequate information from the providers. This review process is required to comply with the grant requirements.

MINUTES

Health Dept. - cont'd

8. **THE JOHNS HOPKINS UNIVERSITY** **\$ 30,606.00**
(JHU)

Account: 4000-424513-3023-599660-603051

The JHU will support the Child Life Specialist in the Intensive Pediatric Care clinic to continue and expand the provision of needed psychosocial support services for infected children and youth living with HIV.

9. **HEALTH CARE FOR THE HOMELESS, INC.** **\$ 62,351.00**

Account: 4000-424513-3023-599660-603051

The organization will provide outreach and engagement services and entitlement assistance to HIV+ persons experiencing homelessness who are not in care or who have fallen out of care.

MWBOO GRANTED A WAIVER.

10. **SISTERS TOGETHER AND REACHING, INC.** **\$ 29,764.00**
(STAR)

Account: 4000-424513-3023-599615-603051

STAR will provide psychosocial support services to a minimum of 40 HIV+ women in the Baltimore Eligible Metropolitan Area. Psychosocial support services will be rendered through a closed group intervention following the Supporting Positive Attitudes curriculum, which will increase self esteem of HIV+ women, equip them with the mechanisms to build healthy relationships in society, and increase the individual's support system.

MINUTES

Health Dept. - cont'd

Baltimore Reads, Inc. The Baltimore Infants & Toddlers and Women, Infants and Children staff will be trained in early and family literacy promotion. The period of the agreement is October 3, 2012 through June 30, 2013.

The agreement is late because it was just completed.

AUDITS REVIEWED AND HAD NO OBJECTION.

12. **NATIONAL FETAL AND INFANT MORTALITY REVIEW \$ 7,500.00**
PROGRAM

Account: 6000-651113-3080-708801-406001

Under the terms of the award agreement, the Department will use the funds to support a senior evaluation expert and a research assistant. These individuals will meet with the leadership of Fetal and Infant Mortality Review (FIMR), analyze data and develop case studies for the FIMR Case Review Team (CRT), analyze trend data on fetal and infant mortality for the Community Action Team (CAT) and conduct surveys of the CRT and CAT. The period of the award agreement is October 1, 2012 through August 31, 2013.

The award agreement is late because it was received on December 21, 2012.

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

MINUTES

Health Dept. - cont'd

13. **COMPREHENSIVE HOUSING ASSISTANCE, INC.** \$ 0.00

Comprehensive Housing Assistance, Inc. will serve as a volunteer station for the Retired & Senior Volunteers Program (RSVP). The RSVP has been funded since 1982 by the federal government. The Baltimore City Health Department was awarded a grant from the Corporation of National and Community Services. The grant pays 100% of the cost for the volunteers to assist special needs clients who want to remain in their homes. While the Senior Volunteers are on duty, the grant provides for their life insurance, transportation and other benefits. The period of the agreement is February 1, 2013 through June 30, 2013.

AMENDMENT TO AGREEMENT

14. **GAY FAMILY FOUNDATION, LTD., d/b/a** **\$18,000.00**
THE TAYLOR-WILKS GROUP

Account: 4000-427712-3023-273300-603051

On May 23, 2012, the Board approved the original agreement for the Gay Family Foundation, Ltd., d/b/a The Taylor-Wilks Group in the amount of \$189,759.00, for the period of March 1, 2012 through February 28, 2013.

This amendment will allow the organization to provide additional technical and training services regarding the Affordable Care Act, High Impact Strategies and the changing yet critical role that Ryan White providers (medical and non-medical) will play in successfully meeting the needs of the people living with AIDS in the Baltimore Eligible Metropolitan Area.

AUDITS REVIEWED (EXCEPT ITEM NO. 13) AND HAD NO OBJECTION.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Health Dept. - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned agreements and amendment to agreement. The President **ABSTAINED** on item nos. 7, 8, and 11.

MINUTES

Health Department - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Ms. Sherian Kelly for the month of September 2012.

AMOUNT OF MONEY AND SOURCE:

\$123.21 - Mileage

Account: 4000-425513-3110-306700-603002

BACKGROUND/EXPLANATION:

Ms. Kelly submitted her expense statement within the required time frame. However, the expense statement was misplaced and the expense report was not submitted to the appropriate parties for signature on time.

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

MBE/WBE PARTICIPATION:

N/A

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 expense statement for Ms. Sherian Kelly for the month of September 2012.

MINUTES

Health Department - Ratification

ACTION REQUESTED OF B/E:

The Board is requested to ratify purchases and approve and authorize payment to SHI International Corporation.

AMOUNT OF MONEY AND SOURCE:

\$1,461.09 (11/1/2010 - 10/31/2011)

1,461.09 (11/1/2011 - 10/31/2012)

\$2,922.18 - Invoice No. B00440118A

Account: 1001-000000-3001-262200-605008

BACKGROUND/EXPLANATION:

Purchase Order No. P511709 for annual software licenses: Visual Studio Team Suite Microsoft expired on October 31, 2010 and was not renewed due to an oversight.

The Department requests the Board to ratify the purchase and approve and authorize payment to SHI International Corporation for services received during the two-year period of 11/1/2010 - 10/31/2011 and 11/1/2011 - 10/31/2012.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified the purchases and authorized payment to SHI International Corporation.

MINUTESSpace Utilization Committee - Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a lease agreement with the Baltimore City Board of School Commissioners (BCBSC), tenant, for the rental of a portion of the property known as 1510 W. Lafayette Avenue, being on the 1st and 2nd floors, consisting of approximately 7,200 square feet. The period of the lease agreement is July 1, 2012 through June 30, 2013 with no option to renew.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Annual rent

BACKGROUND/EXPLANATION:

The Baltimore City Board of School Commissioners will use the leased premises as an Alternative School, known as the Youth Opportunity Academy for selected Baltimore City Public School System students.

The landlord will be responsible for maintenance and repair of the property, the burglar and fire alarm systems, and utilities.

The tenant will be responsible for custodial services and security of the leased premises.

The lease agreement is late because of the ongoing negotiation of a management agreement between the BCBSC and the Mayor's Office of Employment Development.

The Space Utilization Committee approved this lease agreement on January 15, 2013.

MINUTESSpace Utilization Committee - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with the Baltimore City Board of School Commissioners for the rental of a portion of the property known as 1510 W. Lafayette Avenue, 1st and 2nd floors.

MINUTESSpace Utilization Committee - Interdepartmental Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an interdepartmental lease agreement with the Department of General Services, landlord and Mr. Bill Henry, tenant, for the rental of approximately 1,148 square feet of space located at 5225 York Road on the 2nd level. The period of the lease agreement is December 8, 2012 through December 7, 2013.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$10,068.00	\$839.00

Account: 1001-000000-1000-106600-603016

BACKGROUND/EXPLANATION:

Mr. Henry will use the leased premises as office space for the operation of the 4th Councilmanic District.

The landlord will maintain the interior common areas and exterior of the building, provide janitorial and pest control services, and provide for all utilities.

The tenant will be responsible for the cost of improvements, providing equipment for tenant operation, telephone and computer services, and providing security for the leased premises.

The interdepartmental lease agreement is late because of delays in the Departments' reviews and administrative processes.

The Space Utilization Committee approved this lease agreement on January 15, 2013.

UPON MOTION duly made and seconded, the Board deferred the lease agreement with the Department of General Services and Mr. Bill Henry, for one week. The President **ABSTAINED**.

MINUTES

Office of the State's Attorney - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement from Ms. Majorie S. Diehl for expenses incurred during the months of March, July, August, and September 2012.

AMOUNT OF MONEY AND SOURCE:

\$1,081.14 - 6000-602412-1150-118100-604002

BACKGROUND/EXPLANATION:

Ms. Diehl held onto receipts for more than three months before requesting reimbursement, which exceeded the deadline for submission, per AM-240-11. Ms. Diehl is a licensed clinical Social Worker Supervisor for the specialized Prostitution Diversion Program. Ms. Diehl expended funds for certificates, refreshments, and supplies for program participants.

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

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

UPON MOTION duly made and seconded, the Board approved the expense statement from Ms. Majorie S. Diehl for expenses incurred during the months of March, July, August, and September 2012.

MINUTES

Circuit Court for Baltimore City - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement from Ms. Angel Monroe for expenses incurred on October 24, 2012 for a workshop.

AMOUNT OF MONEY AND SOURCE:

\$69.00 - 4000-400513-1100-576600-603003

BACKGROUND/EXPLANATION:

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

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

UPON MOTION duly made and seconded, the Board approved the expense statement from Ms. Angel Monroe for expenses incurred on October 24, 2012 for a workshop.

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 page:

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to the low bidders meeting the specifications,

deferred action, or rejected bids on those as indicated

for the reasons stated.

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

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

1.	B50002723, Gauges, Pressure, Level Measurement Instru- mentation, and Records	<u>Item No. A</u> Jobe and Company	\$ 40,000.00
		<u>Item Nos. B, C, D, E, & F</u> Flow Controls, Inc.	80,000.00
		<u>Item Nos. G & H</u> Hydratec, Inc.	80,000.00
			<u>\$200,000.00</u>

(Dept. of Public Works,
Bur. of Water & Wastewater)

MWBOO GRANTED A WAIVER.

2.	B50002727, Instru- mentation Parts and Equipment	North East Technical Sales, Inc.	\$180,000.00
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(Dept. of Public Works,
Bur. of Water & Wastewater)

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

- | | | |
|---|-------------|---------|
| 1. MARYLAND FIRE EQUIPMENT CORP. | \$20,000.00 | Renewal |
| Solicitation No. B50002298 - Fire Helmet Repairs - Fire Department - Req. No. N/A | | |

On February 17, 2012, the Board approved the initial award in the amount of \$20,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$20,000.00 is for the period February 17, 2013 through February 16, 2014, with one 1-year renewal option remaining.

- | | | |
|--|-------------|---------|
| 2. SKALAR INC. | \$11,950.00 | Renewal |
| Solicitation No. 08000 - Service Contract for Analyzer Systems - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P515925 | | |

On December 23, 2009, the Board approved the initial award in the amount of \$11,530.00. On January 12, 2011, the Board approved an increase in the amount of \$25,000.00 for 2011 and 2012. This final renewal in the amount of \$11,950.00 is for the period February 1, 2013 through January 31, 2015.

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

- | | | |
|--|-------------|---------|
| 3. RUNNERS, INC. | \$43,200.00 | Low Bid |
| Solicitation No. B50002714 - Courier Services - Health Department - Req. No. R617400 | | |

Vendors were solicited nationwide via Internet posting. Four bids were received and opened on January 10, 2013. The award is recommended to the lowest bid. The period of the award is February 11, 2013 through February 10, 2014, with three 1-year renewal options.

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

- | | | |
|--|--------------|---------|
| 4. FREEMIRE & ASSOCIATES, INC. | \$ 20,000.00 | Renewal |
| Solicitation No. 08000 - DeZurik Plug Valves and Parts -
Department of Public Works, Bureau of Water and Wastewater -
P.O. No. P516391 | | |

On March 2, 2011, the Board approved the initial award in the amount of \$44,000.00. The award contained two 1-year renewal options. On February 1, 2012, the Board approved the first renewal. This final renewal in the amount of \$20,000.00 is for the period February 18, 2013 through February 17, 2014.

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

- | | | |
|--|--------------|---------|
| 5. PHILLIPS R. WALKER
& ASSOCIATES, INC. | \$ 25,000.00 | Renewal |
| Solicitation No. B50001817 - Flow & Level Meters - Department
of Public Works, Bureau of Water and Wastewater - P.O. No.
P516240 | | |

On February 23, 2011, the City Purchasing Agent approved the initial award in the amount of \$25,000.00. The award contained two 1-year renewal options. On February 1, 2012, the Board approved the first renewal in the amount of \$25,000.00. This final renewal in the amount of \$25,000.00 is for the period February 25, 2013 through February 24, 2014.

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

- | | | |
|--|--------------|----------|
| 6. MARCON ENGINEERING SERVICES, INC. | \$700,000.00 | Increase |
| Solicitation No. B50001081 - Marine Repair - Department of General Services, Fleet Management - P.O. No. P509356 | | |

On July 15, 2009, the Board approved the initial award in the amount of \$700,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This increase is necessary due to increased usage of maintenance and parts. This increase in the amount of \$700,000.00 will make the award amount \$2,994,900.00. The award expires on June 30, 2014, with no renewal options remaining.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|----------|
| 7. EAST COAST EMERGENCY LIGHTING | \$750,000.00 | Increase |
| Solicitation No. B50001903 - Assorted Light Bars and Light Sets - Department of General Services - P.O. No. P517253 | | |

On May 25, 2011, the Board approved the initial award in the amount of \$750,000.00. The award contained two 1-year renewal options. This increase is necessary due to the unanticipated increase in usage of supplies from this vendor. This increase in the amount of \$750,000.00 will make the award amount \$1,500,000.00. The award expires on June 30, 2014, with two 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|----------|
| 8. PAETEC COMMUNICATIONS | \$200,000.00 | Increase |
| Solicitation No. 06000 - Provide Long Distance Telephone Service for City of Baltimore - Office of the Comptroller - P.O. No. P515385 | | |

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

On October 27, 2010, the Board approved the initial award in the amount of \$200,000.00. The award contained two 2-year renewal options. Subsequent actions have been approved. Additional funds are necessary due to increased usage of this service. The contract expires on November 26, 2013 with one 2-year renewal option remaining.

MWBOO GRANTED A WAIVER.

10. GREENLAWN CEMETERY

COMPANY, INC.	\$ 90,000.00	Renewal
Solicitation No. B50001806 - Provide Transportation, Cremation and Disposal of Animal Carcasses - Health Department - Req. Nos. Various		

On March 2, 2011, the Board approved the initial award in the amount of \$84,960.00. The award contained three 1-year renewal options. On March 14, 2012, the Board approved the first renewal in the amount of \$84,960.00. This renewal in the amount of \$90,000.00 is for the period April 1, 2013, through March 31, 2014, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

11. MOTOROLA SOLUTIONS,

INC.	\$500,000.00	Renewal and Amendment to Agreement
Solicitation No. 08000 - Furnish and Deliver Add-On Subscriber Radios, Mobile Data Subscribers, Parts, Accessories and Services - Agencies - Various - Req. Nos. Various		

The Board is requested to approve and authorize execution of an amendment to agreement with Motorola Solutions, Inc. The period of the renewal is February 2, 2013 through February 1, 2014, with two 1-year renewal options remaining.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

On January 23, 2008, the Board approved the initial award in the amount of \$500,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This amendment to agreement updates the equipment list covered by this contract.

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

12.	THE PUBLIC GROUP, LLC	\$400,000.00	Revenue/ Renewal
County of Fairfax Virginia Contract No. RQ10-124129-40A - On - Line Auction Services - Finance Department - P.O. No. P514346			

On June 16, 2010, the Board approved the initial award. The award contained two 1-year renewal options. The estimated annual gross revenue is \$400,000.00 for on-line auction of City surplus. The City pays a 1.5% commission rate. This renewal is for the period February 1, 2013 through January 31, 2014, with one 1-year renewal option remaining.

	Festival Yr. 2013	\$ 350,000.00	
	Festival Yr. 2014	420,000.00	
13.	GREIBO K DESIGNS, LLC	Festival Yr. 2015 <u>\$1,305,500.00</u>	Selected Source/ Agreement
Solicitation No. 06000 - African American Festival - Mayor's Office of Minority and Women Owned Business Development - Req. No. N/A			

The Board is requested to approve and authorize execution of a selected source agreement with greiBO K Designs, LLC. The period of the agreement is January 30, 2013 through December 31, 2015, with no renewal options.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

The African American Festival is a celebration of the cultural heritage and diversity of Baltimore's African Americans and their descendants. Recognized on a national level, it is a celebration of life, music, culture over the last 30 years, and has been the largest African American Festival on the east coast. This festival attracts all ages and brings together a demographic distribution of incomes, ages, education, and gender. The African American Festival is an opportunity for local and national sponsors to reach a large targeted audience in a unique and positive environment.

An Intent to Waive Competition was posted on CitiBuy, which also sent email to 105 vendors in the advertising and marketing fields. greiBo K Designs, LLC has successfully managed the Festival for the past two years, taking it from an event plagued with problems and debt and rebranding it by turning it in to a national asset for the City. Under greiBO K Designs, LLC's management, the Festival has achieved national prominence as a summer destination and has experienced record breaking attendance.

Upon approval by the Board of Estimates, the City of Baltimore will disburse grant funds to the Baltimore City Foundation, Inc. in the amount of \$350,000.00 for the consultant, greiBO K Designs, LLC for the preparation of the 2013 African American Festival.

The funding will be utilized to offset the entertainment fees, event producer's fee, marketing, and infrastructure expenses. Entertainment funding will assist with securing local and national talent as well as offset travel and lodging expenses and performance fees. Event producer's fee supports event management and staffing, sponsorship, budgeting, project design and project management. Marketing and infrastructure funding supports the cost of television and radio advertising

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

as well as outdoor, online, print and direct mail, tents, stages generators, security, stage lighting, sound and video screens. The requested funds will be available to allow greiBO K Designs, LLC to provide the talent and vendor deposits needed for scheduling entertainment.

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 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

A PROTEST WAS RECEIVED FROM KIM A. TRUEHEART.

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

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts, amendment, and amendment to agreement. The President **ABSTAINED** on item nos. 2, 4, and 5.

MINUTES

Fire Department - Amendment to Fire Act Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve amendment to fire act grant award from the Federal Emergency Management Agency (FEMA). The amendment extends the grant period through May 3, 2013.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On February 15, 2012, the Board approved acceptance of the award (replacement turnout gear/thermal imaging cameras) from FEMA for the period January 4, 2012 through January 3, 2013. The Department received approval from FEMA to extend the award period through May 3, 2013. All other terms and conditions of the grant award remain unchanged.

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved the amendment to fire act grant award from the Federal Emergency Management Agency.

Kim A. Trueheart

January 29, 2013

Board of Estimates

Attn: Clerk

City Hall, Room 204

100 N. Holliday Street,

Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of questionable management and administration within the Office of the Mayor.

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

1. Whom you represent: Self
2. What the issues are:
 - a. Page 45, Item 12, Bureau of Purchases GREIBO K DESIGNS, LLC Selected Source/Agreement, if approved:
 - i. The 2012 African American Festival consultant agreement failed to include any performance or outcome-based milestones or objectives;
 - ii. This proposed agreement sets arbitrary cost reimbursement totals which do not reflect the required work expectation or performance outcomes in the current or future years;
 - iii. This agreement fails to impose the City's Minority/Women Business participation goals;
 - iv. The Mayor's office has NO quantifiable data to ascertain whether the incumbent consultant under-performed or exceeded objectives;
 - v. The Mayor's Office failed to answer the following questions submitted when this consultant agreement was offered for approval in April 2012;
 1. What was the criteria/justification used for awarding this \$300,000 to the Baltimore City Foundation, Inc.?
 2. How is this municipal expenditure justified considering the Baltimore City Foundation, Inc. currently has net assets of almost \$9M and the municipal budget is projected to have a \$40M+ shortfall in the coming fiscal year?
 3. What role will the Baltimore City Foundation, Inc. play in planning and execution of the African American Festival?
 4. Will the Baltimore City Foundation, Inc. play a similar role in the planning and execution of all of the Baltimore City sponsored ethnic festivals?
 - a. If not, why?
 5. Was the proposed consultant competitively selected?

5519 Belleville Ave
Baltimore, MD 21207

- a. Please provide a copy of the solicitation and selection criteria.
6. Where and when can details of the 2010, 2011 and 2012 Baltimore City Foundation, Inc.'s expenditures be reviewed?
7. Where and when can the following be reviewed for the Baltimore City Foundation, Inc.:
 - a. 2010, 2011 and 2012 meeting schedules;
 - b. 2010, 2011 and 2012 meeting agenda;
 - c. 2010, 2011 and 2012 meeting minutes.
8. Why are the Baltimore City Foundation, Inc. meetings NOT posted with Legislative Reference, on the organization's web site or available to the public?
9. This MOU should be removed from the agenda until the above questions are answered.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I have witnessed the routine lack of transparency in Baltimore City government decision making. The actions/business of the Baltimore City Foundation, Inc. are being augmented with taxpayer funds and thus should be available for public review and oversight. The action in question outlines what appears to be an unwarranted taxpayer expenditure lacking an opportunity for public review, input or comment.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on January 29, 2013.

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

Sincerely,
Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

MINUTESDepartment of Human Resources - Personnel Matter

The Board is requested to approve the Personnel matter listed below:

Law DepartmentCreate the following position:

10198 - Assistant Solicitor
Grade 937 (\$44,200.00 - \$84,600.00)
Job No.: To be assigned by BBMR

Cost: \$80,275.00 - 1001-000000-8620-175200-601001

THE PERSONNEL MATTER WAS APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.

UPON MOTION duly made and seconded, the Board approved the Personnel matter.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Employment Development (MOED)</u>			
1. Ernest Dorsey	2013 National Youth Employment Coalition New Orleans, LA March 13 - 16, 2013 (Reg. Fee \$500.00)	Gen. Funds & DJS Corps	\$1,619.31
<u>Department of Planning</u>			
2. John T. Pate* Brenton Flickinger	Smart Growth Conference Kansas City, MO Feb. 6 - 9, 2013* Feb. 7 - 9, 2013 (Reg. Fee \$329.00)* (Reg. Fee \$364.00)	UPWP Grant	\$2,064.07
<p>The Department has prepaid the airfare for Mr. Pate in the amount of \$351.09 and the hotel charges in the amount of \$461.99 on a City issued credit card assigned to Ms. Ulanda N. Robinson. The Department has also prepaid the registration fee for Mr. Pate in the amount of \$329.00 and for Mr. Flickinger in the amount of \$364.00 on a City issued credit card assigned to Ms. Ulanda N. Robinson. The disbursement to Mr. Pate will be in the amount of \$183.00. The disbursement to Mr. Flinckinger will be in the amount of \$419.99.</p>			
<u>Department of Public Works</u>			
3. Samuel O. Atolaiye	2013 Design-Build for Water/Waste- water Conference Orlando, FL March 20 - 22, 2013 (Reg. Fee \$550.00)	Water & Waste- water, Constr. Mgt.	\$1,191.55

MINUTES**TRAVEL APPROVAL AND REIMBURSEMENT**

Mayor's Office of Employment Development (MOED)

4. Karen Sitnick \$ 750.46

Ms. Sitnick attended the U.S. Conference of Mayors in Washington, D.C. from November 4-5 2012. The approved subsistence rate for Washington, D.C. is \$297.00 per day. The hotel rate was \$279.00 per night, plus a room tax in the amount of \$40.46.

The Mayor's Office of Employment Development is requesting approval of this travel retroactively for expenses totaling \$750.46 and reimbursement of costs paid by Ms. Sitnick. The registration cost of \$350.00 was paid under EA 000108010. Therefore, the reimbursement to Ms. Sitnick will be \$400.46.

Amtrak	\$ 16.00
Taxi-Union Station	14.00
Taxi- Fairfax	14.00
Penn Station Garage	37.00
The Fairfax at Embassy Row	319.46
US Conf of Mayors Reg. Fee	<u>350.00</u>
	\$750.46

UPON MOTION duly made and seconded, the Board approved the travel requests and the travel approval and reimbursement. The President **ABSTAINED** on item no. 3.

MINUTES

Department of Transportation - Addendum to Site Access Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an addendum to site access agreement with Exxon Mobil Corporation. The addendum extends the site access agreement through November 9, 2013.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On November 9, 2011, the Board approved a one-year agreement with Exxon Mobil Corporation in connection with a site access agreement to allow the Department to hire a consultant to enter 1200 South Haven Street. Access was granted to a consultant hired by the Department of Transportation to perform surveying, geotechnical sampling, and other work as part of a planned road expansion in the area. The Department and Exxon Mobil Corporation request approval of a one-year renewal to permit continued work at the site.

This addendum is late because of delays in obtaining external approval. All other terms and conditions of the original agreement remain in full force and effect.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the addendum to site access agreement with the Exxon Mobil Corporation.

MINUTES

Department of Housing and - Governmental/Charitable
Community Development Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a governmental/charitable solicitation application to be submitted to the Board of Ethics of Baltimore City.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

In an effort to continue the positive momentum of the Vacants to Value Initiative and reduce property blight in Baltimore, the Land Resources Division will host its 3rd annual Baltimore Builds Expo on June 8, 2013. The Expo educates the public about the Baltimore Housing's efforts to eliminate blight as well as provide opportunities for homeowners and investors alike, to purchase and renovate Baltimore City homes. The Department promotes City home buying incentives and provides information on resources to rehab and revitalize vacant City-owned properties.

The last two Baltimore Housing Expos' were funded entirely from fees generated by offering exhibit space for a nominal fee. The Land Resources Division will solicit Maryland Businesses with products geared toward rehabilitation, renovation, or restoration of properties. The fees collected will be used to cover Vacants to Value related expenses which include facility and equipment rental, refreshments, promotional items and advertisement.

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

MINUTES

DHCD - cont'd

Vacants to Value plays a significant role in the Mayor's priority outcome of making Baltimore City neighborhoods stronger. The goal of the Vacants to Value program is to eliminate blight in an effort to help raise property values, create community amenities, increase local tax revenue, and attract new residents and businesses. Through Vacants to Value, more of Baltimore's vacant and abandoned properties are being redeveloped more quickly, efficiently, and economically. In June 2012, the Baltimore Builds Expo attracted more than 400 participants with an interest in revitalizing the City of Baltimore. Similar attendance is expected in 2013.

UPON MOTION duly made and seconded, the Board endorsed the governmental/charitable solicitation application for the Vacants to Value Initiative to be submitted to the Board of Ethics of Baltimore City.

MINUTES

PROPOSAL AND SPECIFICATIONS

1. Department of Public Works - RP 12807, Radecke Park
Department of Recreation Athletic Field Renovation
and Parks **BIDS TO BE RECV'D: 03/06/2013**
BIDS TO BE OPENED: 03/06/2013

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

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

Prior to the reading of bids received today and the opening of bids scheduled for today, the Clerk announced that **NO ADDENDA** had been issued addenda extending the dates for receipt and opening of bids. There were no objections.

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

Bureau of Water & Wastewater - WC 1239, Water Appurtenance
Installations

J. Fletcher Creamer & Son, Inc.
Anchor Construction Corp.
Spiniello
Civil Construction, LLC
Metra Industries
R E Harrington Plumbing &
Heating, Inc.

MINUTES

Bureau of Water & Wastewater - WC 1261, On-Call/Urgent Need
Water Infrastructure
Rehabilitation

J. Fletcher Creamer & Son, Inc.
Spiniello
Civil Construction, LLC
Metra Industries
R E Harrington Plumbing &
Heating"

Bureau of Purchases - B50002737, Homeless
Management Information
System

360Factor Consulting, LLC
Bowman Systems, LLC
Maranatha & Associates, Inc.
Applied Sciences Group, Inc.
Silver Spur Systems LLC
ClientTRAcK*
Empowered Solutions Group**
Social Solutions Global Group, Inc.
Adsytech, Inc.
CoreMax

* UPON FURTHER MOTION, the Board found the bid of ClientTrack responsive, and the Board referred the bid to the Bureau of Purchases for further evaluation.

** UPON FURTHER MOTION, the Board found the bid of ESG **NON-RESPONSIVE** since the bid deviated from the terms of the solicitation.

MINUTES

Bureau of Purchases

- B50002744, Health Improvement
and Wellness Program

OptumHealth Care Solutions, Inc.
CareFrist BlueCross BlueShield

Bureau of Purchases

- B50002753, Police Department
Consulting Services

Law Enforcement Accreditation Consultants, Inc.
Hillard Heintze
Strategic Policy Partnership, LLC
Berkshire Advisors, Inc.
Public Safety Strategies Group LLC

There being no objections, the Board, UPON MOTION duly made
and seconded, adjourned until its next regularly scheduled
meeting on Wednesday, February 06, 2013.


JOAN M. PRATT
Secretary