

MINUTES**REGULAR MEETING**

Bernard C. "Jack" Young, President
Stephanie Rawlings-Blake, Mayor
Joan M. Pratt, Comptroller and Secretary
George A. Nilson, City Solicitor
David E. Scott, 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.

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:

Armada Hoffler Construction Company	\$ 65,556,000.00
Creamer, J. Fletcher & Son, Inc.	\$ 389,760,000.00
Fox, W.D. Tapping & Welding, Inc.	\$ 1,500,000.00
Great Lakes Dredge & Dock Company, LLC	\$ 500,000,000.00
Louis, S. J. Construction, Inc.	\$ 499,660,000.00
Masco Contractors, Inc.	\$ 1,449,000.00
Plexus Installations Inc. d/b/a Plexus Communications Group	\$ 2,250,000.00
Robin Pipe Cleaning	\$ 40,410,000.00
ThyssenKrupp Elevator	\$4,186,596,000.00
Total Contracting, Inc.	\$ 1,500,000.00
USA Solutions, Inc.	\$ 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:

Delon Hampton & Associates	Engineer
Martin/Alexiou/Bryson, P.C.	Engineer

MINUTES

BOARDS AND COMMISSIONS - cont'd

O'Connell & Lawrence, Inc.

Architect
Engineer
Property Line
Survey
Land Survey
Survey

Peer Consultants, P.C.

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.

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 page:

1471

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.

1. The Mayor **ABSTAINED** on Item No. 2.

MINUTES

PERSONNEL

Department of Finance

	<u>Hourly Rate</u>	<u>Amount</u>
1. SHIRLEY M. COOSENBERY	\$21.84	\$20,000.00

Account: 1001-000000-1500-166800-601009

Ms. Coosenberry, a retiree, will continue to work as a Special Assistant to the Chief of the Bureau of Treasury Management. Her duties will include but will not be limited to preparing payroll and keeping personnel records, receiving, recording, numbering and distributing all City Council Ordinances and resolutions and preparing certified copies of all ordinances and resolutions. The period of the agreement is May 14, 2010 through May 13, 2011.

Baltimore Convention Center

2. DESHAUN STEELE	\$31.00	\$31,200.00
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Account: 1001-000000-5310-391300-601009

Mr. Steele will work as a Network Engineer. He will be responsible for performing initial training for the new IT Manager, assisting in special computer projects and systems upgrades, and serve as the primary backup for the IT Manager. The period of the agreement is effective upon Board approval for one-year.

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

The Board is requested to approve and authorize the execution of an assignment of a lease agreement with the Little Dimples II Corporation, Assignor and the Tooney Town Early Learning Center, Assignee, for a portion of the property known as Kirk Multi-Purpose Center located at 909 E. 22nd Street, containing approximately 3,795.24 square feet. The period of the lease agreement is effective upon Board approval through March 14, 2012, with no renewal options remaining.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Equal Monthly Installments</u>
\$12,373.43	\$1,031.12

BACKGROUND/EXPLANATION:

On March 15, 2006, the Board approved the initial agreement for the period March 15, 2006 through March 14, 2009. The agreement contained a 3-year renewal option. On April 29, 2009, the Board approved the only renewal term, commencing on March 15, 2009 through March 14, 2012.

Tooney Town Early Learning Center will assume the lease agreement that is currently in place with the Little Dimples II Corporation. All other terms and conditions of the original agreement will remain in full force and effect.

(FILE No. 56316)

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the assignment of a lease agreement with the Little Dimples II Corporation, Assignor and the Tooney

MINUTES

Space Utilization Committee - cont'd

Town Early Learning Center, Assignee, for a portion of the property known as Kirk Multi-Purpose Center located at 909 E. 22nd Street, containing approximately 3,795.24 square feet. The Comptroller **ABSTAINED**.

MINUTESDepartment of Real Estate - Renewal of Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve the renewal option of the lease agreement with Burton E. Greenwood and Dorothy W. Greenwood, landlord, for a portion of the property known as 1370 W. North Avenue, containing approximately 21,590 square feet. The period of the renewal is May 15, 2010 through May 14, 2015, with one 5-year renewal option remaining.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Equal Monthly Installments</u>
\$65,794.38	\$5,482.86

BACKGROUND/EXPLANATION:

On April 26, 2000, the Board approved the initial agreement for the period May 15, 2000 through May 14, 2010. The agreement contained two 5-year renewal options. This is the first renewal option.

The premises will be used by the Health Department's Healthy Teens and Young Adults Program. All other terms and conditions of the original agreement will remain in full force and effect.

APPROVED FOR FUNDS BY FINANCE**(FILE NO. 55646)**

UPON MOTION duly made and seconded, the Board approved the renewal option of the lease agreement with Burton E. Greenwood and Dorothy W. Greenwood, landlord, for a portion of the property known as 1370 W. North Avenue, containing approximately 21,590 square feet.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

1476 - 1477

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES**TRANSFER OF FUNDS**

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Planning</u>			
1.	\$ 40,000.00	9905-901010-9186	9905-915010-9188
	21 st Econ. Dev. Loan	Historic Public Building	Historic Public Bldg/Monu.

The funds will be used towards restoring the historic walls of the Peale Museum.

2.	\$400,000.00	9905-908011-9186	9905-903009-9188
	21 st Econ. Dev. Loan	Zoning Code Re-Write	Zoning Code Re-Write

This transfer will provide funds for the Citywide zoning code re-write initiative. This effort would include work necessary to reorganize and reformat the existing zoning ordinance, remove conflicts and inconsistencies and implement more general citywide policies.

Department of Transportation

3.	\$ 34,952.49	9950-901824-9509	9950-907827-9508-3
	MVR	Constr. Res. - Maisel Street Ped. Bridge	Design & Studies Maisel Street Ped. Bridge

This transfer will fund costs associated with the award of Task No. 9 on Project 1074 with Rummel, Klepper & Kahl, LLP for the design of the Rehabilitation of the Maisel Street Pedestrian Bridge.

MINUTES**TRANSFER OF FUNDS**

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>			
4.	\$261,000.00	9910-904982-9600	9910-902879-9601
	22 nd EDF	Constr. Res.	Comm. Revit.
		Coml. Rev. Program	

This transfer of funds is required for the façade improvement project for the commercial district in the 1700-1800 blocks of Pennsylvania Avenue. This project is an effort to revitalize this historic commercial district through signage, paint, and rehabbing the storefronts in these targeted blocks.

MINUTES

Department of Human Resources (DHR) - Group Sales Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a group sales agreement with Baltimore's Tremonts Historic Venue and All-Suite Hotel. The Board is also requested to approve payment by Expenditure Authorization for the overnight accommodations of the examiners who will administer the oral exam. The period of the agreement is July 25, 2010 through July 30, 2010.

AMOUNT OF MONEY AND SOURCE:

<u>Cost</u>	<u>Rooms</u>	<u>Purpose</u>
\$32,250.00	50 rooms at \$129.00/night for 5 nights	16 for testing and 34 for accommodations
1,440.00	2 two-bedroom suites at \$144.00/night for 5 nights	Test administrators' accommodations and storage
1,032.00	2 Chairman Suites at \$129.00/night for 4 nights	Break rooms for examiners between exams
75.00	Promenade Room at \$75.00/day for 1 day	Training of examiners
300.00	Johns Hopkins Room at \$75.00/day for 4 days	Check-in room for candidates
300.00	Smith Room at \$75.00/day for 4 days	Report Compilation

MINUTES

DHR - cont'd

<u>Cost</u>	<u>Rooms</u>	<u>Purpose</u>
5,985.00	Continental Breakfast at \$19.95/person for 5 days	Breakfast for 60 people
1,316.70	Gratuity for Continental Breakfast	22% Gratuity
950.00	Beverages at \$50.00/gallon and \$3.00/ beverage for 5 days	Beverage Break (2 Gallons of Coffee and 30 beverages per day)
209.00	Gratuity for Beverage Break	22% Gratuity

\$43,857.70 - 1001-000000-1600-172899-603026 (not to exceed)

BACKGROUND/EXPLANATION:

The Department will utilize the rooms at the hotel for the administration of the Police Sergeant oral exam. The exam will be held during the week of July 25 through July 30, 2010. With such a large group, a direct-bill process will streamline arrangements and per diem receipt collection. This process has been successfully utilized in many previous oral examinations.

Fifty-two examiners are being recruited from surrounding jurisdictions to administer the Police Sergeants oral examination. Sixteen panels of three examiners each and four alternate examiners are required. This exam occurs once every two years.

MINUTES

DHR - cont'd

Room rental will be necessary for the administration of the exam plus overnight accommodations for some examiners. At this point 879 employees are eligible to take the Police Sergeant exam. The written portion of the exam is scheduled for June 5, 2010. Those who pass the written portion will be scheduled for the oral portion so a final number will not be known until the written test is scored.

The request is for the maximum number of five testing days but could be reduced as the process progresses. A second Board memo will be submitted for travel, meal allowance and parking expenses of examiners once confirmation of those attending is received in Human Resources.

Most examiners will arrive in Baltimore on Sunday, July 25, 2010. Examiners will participate with the assistance of the examination consultant, Mr. Chad Legel. Oral examinations will begin on Monday, July 26, 2010 through Friday July 30, 2010. Due to the long day, a continental breakfast will be made available to the examiners each morning and a beverage break later in the day.

The Baltimore Hilton could not accommodate the Department for this examination process.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the group sales agreement with Baltimore's Tremonts Historic Venue and All-Suite Hotel. The President **ABSTAINED**.

MINUTES

Department of Transportation - Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a consultant agreement with Whitney, Bailey, Cox & Magnani, LLC., for Project 1010, York Road Streetscape. The period of the agreement is effective upon Board approval for two years from the issuance of the Notice to Proceed with the option to extend for one year or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$453,624.76 - 9950-903460-9508-900020-703032

BACKGROUND/EXPLANATION:

The consultant will provide corridor improvements for York Road from 43rd Street to Glenwood Ave. The services will consist of but will not be limited to addressing pedestrian and bicyclist safety issues, improving transit facilities and access, and addressing vehicular safety/conflicts. The cost of services rendered will be based on actual payroll rates and multiplier. The consultant was approved by the Office of Boards and Commission and the AEAC.

MBE/WBE PARTICIPATION:

MBE:	RJM Engineering, Inc.	\$ 81,687.47	18.01%
	Sidhu Associates	28,824.47	6.35%
	EBA Engineering, Inc.	15,303.41	3.37%
WBE:	Floura Teeter Landscape Arc	\$ 34,826.00	7.67%

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

MINUTESDepartment of Transportation - cont'd**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$499,712.58	9950-904460-9509	9950-903460-9508-3
MVR	Constr. Res. York Road	Design & Studies York Road - 43 rd Street to Glenwood Ave.

This transfer will fund the agreement with Whitney, Bailey, Cox & Magnani, LLC under Project 1010, for Project "York Road - 43rd Street to Glenwood Ave."

UPON MOTION duly made and seconded, the Board approved and authorized execution of the consultant agreement with Whitney, Bailey, Cox & Magnani, LLC., for Project 1010, York Road Streetscape. The transfer of funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

MINUTES

Bureau of Water and Wastewater - Post Award Services Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a post award services agreement with Whitman, Requardt & Associates, LLP., for S.C. No. 829, Primary Settling Tanks Rehabilitation at the Back River Wastewater Treatment Plant. The period of the agreement is effective upon Board approval for 42 months or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$372,401.92 - Baltimore City
372,401.91 - Baltimore County
\$744,803.83 - 9956-904561-9551-900020-703031

BACKGROUND/EXPLANATION:

Under this agreement, the consultant will review submittals, construction schedules, change orders, and operation and maintenance manuals. The consultant will also prepare responses to Request-for-Information, provide start-up and performance testing, training, PCS Software development and configuration, and periodical and final acceptance. In addition, the consultant will prepare record drawings and attend progress meetings.

The consultant was approved by the Office of Boards and Commissions for design services under this contract.

MBE/WBE PARTICIPATION:

MBE:	Sidhu Associates, Inc.	\$159,999.36	21.48%
	EBA Engineering, Inc.	<u>41,105.49</u>	<u>5.52%</u>
		\$201,104.85	27.00%

MINUTES

BW&WW - cont'd

WBE: Carroll Engineering, Inc.	\$ 19,362.23	2.60%
Ross Technical Services, Inc.	37,474.72	5.03%
Peer Consultants, P.C.	15,147.00	2.03%
	<u>\$ 71,983.95</u>	<u>9.66%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

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 post award services agreement with Whitman, Requardt & Associates, LLP., for S.C. No. 829, Primary Settling Tanks Rehabilitation at the Back River Wastewater Treatment Plant.

MINUTESBureau of Water and Wastewater - Amendment to Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to agreement with Raftelis Financial Consultants, Inc., for Project 1035, Utility Cost of Services, Rate, and Financial Consulting Services. The amendment will extend the agreement through June 5, 2011.

AMOUNT OF MONEY AND SOURCE:

\$361,145.00 - 2070-000000-5540-399000-603026
361,145.00 - 2071-000000-5530-398401-603026
\$722,290.00

BACKGROUND/EXPLANATION:

On June 6, 2007, the Board approved the original agreement in the amount of \$998,307.00 for three years. This amendment will extend the agreement for an additional year and increase the funds in the amount of \$722,290.00 for a total amount of \$1,720,590.00.

The consultant will continue to provide utility cost of service, rate, and financial consulting services for the Bureau of Water and Wastewater. The consultant will review and update the Water Cost Allocation Model used to determine the cost of providing water to Baltimore County, assist with inter-jurisdictional cost sharing issues, and develop cost of service and rate recommendations. The consultant will also assist in the development of a financial plan, other Bureau of Water and Wastewater utility financial management best practices, and provide debt issuance support.

MBE/WBE PARTICIPATION:

MBE:	Peer Consultants, Inc.	\$137,000.00	19%
WBE:	King, King & Associates	\$ 65,000.00	9%

MINUTES

Bureau of Water and Wastewater - cont'd

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 amendment to agreement with Raftelis Financial Consultants, Inc., for Project 1035, Utility Cost of Services, Rate, and Financial Consulting Services. The Comptroller **ABSTAINED**.

MINUTESBaltimore Development Corporation - Note Modification Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a note modification agreement with Renaissance Place, LLC (Renaissance Place). The period of the note modification agreement is February 01, 2010 through October 01, 2013.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On June 21, 2006, the Board approved a purchase money mortgage related to the sale of the 418-424 N. Howard Street and 311 West Franklin Street in the amount of \$650,000.00 to Renaissance Place to develop a mixed-use project, within the West Side revitalization area. The development has been built and consists of 25 rental apartment units, 1,910 square feet of ground floor retail space, and 40 surface parking spaces.

However, because of the downturn in the economy, Renaissance Place has experienced a significant reduction in cash flow, and as a result, the payments on its loan have become a financial burden.

The Renaissance Place has requested to convert its loan so that its current interest only payments in the amount of \$1,083.33 can accrue. The payments would be deferred until the loan matures on October 1, 2013. The current balance on the loan is

MINUTES

Baltimore Development Corporation - cont'd

\$650,000.00. At maturity, the balance owed to the City will be \$700,916.51, and all principal and interest will be due and payable. No payments are being forgiven.

(FILE NO. 56331)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the note modification agreement with Renaissance Place, LLC (Renaissance Place).

MINUTES

Department of Recreation - Agreement
and Parks

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Living Classrooms Foundation, Inc. (Living Classrooms). The period of the agreement is effective upon Board approval through June 30, 2010, or until the upset limit is reached whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

<u>Amount</u>	<u>Account</u>
\$ 15,000.00	1001-000000-4780-363900-603026
20,500.00	3001-000000-5130-386500-603026
20,500.00	3001-000000-5180-390502-603026
25,000.00	2071-000000-5460-394504-603026
25,000.00	2071-000000-5460-394304-603026
64,000.00	3001-000000-5010-383100-603026
<u>\$170,000.00</u>	- Total

BACKGROUND/EXPLANATION:

The Departments of Public Works, Transportation, and Recreation and Parks collaborate in the funding of Project Service - Empowerment - Revitalization - Volunteerism - Employment (SERVE), a job training and employment program of the Living Classrooms. The Living Classrooms has been providing services without a formal written agreement since August 8, 2009, when an earlier agreement expired. Pursuant to the agreement, the Living Classrooms is responsible for maintaining five Baltimore City park properties

MINUTES

Rec. & Parks - cont'd

and their surrounding neighborhoods, including but not limited to clean sweeping alleys and sidewalks, cleaning and maintaining fire hydrants, street lamp poles, designated traffic medians, local storm drain inlets and removing graffiti. This agreement will compensate the Living Classrooms for services that have already been rendered and through completion of the term of this agreement.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(FILE No. 55550)

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

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Court Award</u>			
1. Kenneth Smith, Sr. (previous owner)	925 N. Collington Avenue	L/H	\$23,300.00

On July 16, 2008, the Board approved the acquisition of the leasehold interest, by condemnation, in 925 N. Collington Avenue for the amount of \$27,300.00 based on the appraisal obtained by the City. The owner relied upon the taxed assessed value of \$50,100.00 and valued the property at \$60,000.00 to \$80,000.00. A jury returned a verdict in the amount of \$50,600.00. Therefore, the Board is requested to approve payment of the balance in the amount of \$23,300.00 into the Circuit Court for Baltimore City in fulfillment of this case.

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

(FILE NO. 56017)

UPON MOTION duly made and seconded, the Board approved the court award.

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

The Board is requested to approve a refund of real property taxes for Mr. Stanley S. Williams, claimant, for his property at 3023 Rosalind Avenue.

It is the opinion of the Law Department that Mr. Williams meets the qualifications for a real property tax exemption as a disabled veteran, and that he is eligible to receive a refund of taxes paid because he meets the status of a 100% disabled veteran and occupied a single family dwelling during the period in question. It has been determined that Mr. Williams is entitled to a refund of real property taxes for taxable year 2007/2008, 2008/2009 and 2009/2010 which were paid as follows:

<u>Property</u>	<u>Amount</u>	<u>Taxable Year</u>
3023 Rosalind Ave.	\$1,411.00	2007/2008
	1,465.89	2008/2009
	<u>1,527.39</u>	2009/2010
	<u>\$4,404.28</u>	

UPON MOTION duly made and seconded, the Board approved the refund of real property taxes for Mr. Stanley S. Williams, claimant, for his property at 3023 Rosalind Avenue.

MINUTES**PROPOSALS AND SPECIFICATIONS**

Department of Transportation - TR 08056, Park Heights and
Southeast Baltimore Bike
Routes
BIDS TO BE RECV'D: 06/09/2010
BIDS TO BE OPENED: 06/09/2010

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**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Employment Development</u>			
1. Ernest F. Dorsey	Benchmarking Progress on the Pathway to Labor Market Brockton, MA June 13-15, 2010	State Grant	\$ 763.99

Circuit Court

2. Erin Kirby	Superior Court of San Francisco, CA Behavioral Health Court San Francisco, CA July 13 - 16, 2010	Federal	\$1,221.92
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The Department has paid for the airfare in the amount of \$363.80, on the City issued Procurement Card assigned to Senta Julien, which is included in the total.

Health Department

3. Cynthia Mobley	Practical Pediatrics CME Course Hilton Head, SC May 26 - 29, 2010 (Reg. \$635.00)	MD State DHMH, HIV Integration Grant	\$1,833.55
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The subsistence rate for this location is \$203.00 per day. The hotel cost is \$225.00 per night not including occupancy taxes of \$25.25 per night. The Department is requesting an additional \$22.00 per night to cover the cost of the hotel and \$40.00 per day to cover the cost of meals and incidental expenses, which are included in the total. The employee has elected to stay in San Francisco for an additional four days at her own expense and will use personal time to cover any days off.

MINUTES

TRAVEL REIMBURSEMENTS

Health Department - cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
4. Avril M. Houston		Maternal & Child Health	\$ 507.51

On March 07-09, 2010, Ms. Houston traveled to National Harbor, Maryland to attend the 2010 Association of Maternal & Child Health Programs Annual Conference in National Harbor, Maryland. The subsistence rate for this location is \$197.00 per day. The hotel rate including taxes is \$172.84 and \$265.74 per night, which is included in the total. This request is late because of the blizzard, which did not allow ample time to prepare the request and receive approval prior to travel. A registration fee of \$450.00 was paid under EA000030955, which is not included in the amount requested for reimbursement.

Mileage	\$ 47.03
Hotel	438.48
Parking	<u>22.00</u>
	\$ 507.51

UPON MOTION duly made and seconded, the Board the travel requests and the travel reimbursement.

MINUTES

Health Department - Agreements and Memorandum of Understanding

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

AGREEMENTS1. **THE JOHNS HOPKINS UNIVERSITY** **\$ 25,302.00**

Account: 4000-422610-3030-273000-603051

The project Director for the Sexually Transmitted Disease Surveillance Program provides oversight to ensure that local data collection continues to meet nationally defined project goals. The Director will represent the Baltimore City Health Department on national network conference calls during the Center for Disease Control site visits and at collaborators meetings throughout the year. The period of the agreement is September 30, 2009 through September 29, 2010.

The agreement is late because funds were awarded late in the grant year.

MWBOO GRANTED A WAIVER.

2. **DONALD FEDDER** **\$ 23,500.00**

Account: 5000-519910-3040-589800-603018	5,000.00
4000-493510-3040-657600-603018	5,000.00
4000-496510-3040-670200-603018	10,000.00
1001-000000-3040-274500-603018	3,500.00

Mr. Fedder will serve as an Analyst to review data with the Program Director, monitor the development and implementation of key milestones, the community-based initiative, the advisory group, and policies and procedures for the three interventions.

MINUTES

Health Department - cont'd

Intervention 1: faith based initiative - monitor data collection and health education adherence to curriculum and participant attendance at education sessions. Intervention 2: barbershop initiative - monitor patient screening, enrollment and referral to health care partner, data collection, and participant knowledge acquisition. Intervention 3: community health workers - monitor patient screening/enrollment, data collection at intake/follow-up, assess referrals and use of social services. The period of the agreement is January 1, 2010 through June 30, 2010.

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

3. **JENIFER OSORNO FAHEY, CNM,** **\$19,980.00**
MSN, MSPH

Account: 5000-585210-5750-649896-603051

Ms. Fahey, a consultant, will provide services for Strategy to Improve Birth Outcomes (B'More for Healthy Baby). Ms. Fahey will collaborate with the Baltimore City Health Department, the Family League of Baltimore City, Inc, and John Hopkins Center for Communications Program (JHU/CCP) to coordinate the development of a provider toolkit for eleven high impact areas which are included in the program. Ms. Fahey will develop the overall structure for the toolkit and facilitate meetings with subject-matter experts to identify the technical content for the toolkits. She will also work with JHU/CCP to ensure that the content is able to be disseminated in a user-friendly way to health care providers targeted by the strategy. The period of the agreement is April 1, 2010 through September 30, 2010.

The agreement is late because the service was requested in March 24, 2010.

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Health Department - Grant Agreements and Declaration of Covenants and Restrictions Agreements

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the grant agreements and the declaration of covenants and restrictions agreements with the listed grantee. The period of the agreement is effective upon Board approval for three years.

1. **HOLABIRD INVESTMENTS, LLC** **\$ 6,104.00**

The property is located at 1308 Sargeant Street.

2. **HOLABIRD INVESTMENTS, LLC** **\$ 6,330.00**

The property is located at 2552 Garrett Avenue.

Account: 4000-428008-3050-282900-603026

The City has received grant funds from the Department of Housing and Urban Development for certain lead hazard reduction activities.

The grantee has applied to the City for a grant to undertake the lead hazard reduction work on the above listed properties. The grantee's contribution of 20% of the total project cost will be deposited into a non-interest bearing account of the City, and disbursed by the City to the Certified Contractor or other parties due payment, in accordance with the construction contract and the agreement.

The grantee or its certified contractor will perform the services and provide materials for the project on the properties

MINUTES

Health Department - cont'd

and agrees that the project will be subject to occupancy and rental covenants and restrictions in the form required by the City for a three year period from the time the lead hazard reduction work is completed.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreements and declaration of covenants and restrictions agreements with the listed grantee.

MINUTES

Health Department - HIV Emergency Relief Project, Fiscal
Year 2010 and Fiscal Year 2011,
Part A Grant Acceptance

ACTION REQUESTED OF B/E:

The Board is requested to approve the acceptance of the grant awards from the Department of Health and Human Services, Health Resources and Services Administration (HRSA) for the Ryan White, Part A Program, HIV Emergency Relief Project Grants for Part A Formula A, Part A Supplemental and Part A Minority AIDS Initiative for the Fiscal Years 2010 and 2011. The period of the grant is March 1, 2010 through February 28, 2011.

The Board is also requested to approve an one-month advance of funds to the Associated Black Charities, Inc. and The Gay Family Foundation, Inc. The period of the advance of funds is March 1, 2010 through March 31, 2010.

AMOUNT OF MONEY AND SOURCE:Grant Awards

\$19,847,538.00 - 4000-427710-3040-278100-404001 (FY 10)
1,947,181.00 - 4000-427911-3040-278100-404001 (FY 11)
\$21,794,719.00

One-Month
AdvanceProviders:**Associated Black Charities, Inc.**

\$1,405,867.00 - 4000-427710-3040-278103-603051 (FY 10)
\$ 33,079.00 - 4000-427710-3040-278102-603051 (FY 10)
\$ 137,925.00 - 4000-427911-3040-276903-603051 (FY 11)
\$ 8,113.00 - 4000-427911-3040-278102-603051 (FY 11)

The Gay Family Foundation, Inc.

\$ 16,540.00 - 4000-427710-3040-278107-603051 (FY 10)

BACKGROUND/EXPLANATION:

These grant awards will allow the Department to provide essential HIV/AIDS health care and other support services to those who lack or are only partially covered by health insurance. The covered services include primary medical care, case management, assistance in obtaining medications, hospice

MINUTES

Health Dept. - cont'd

care, substance abuse treatment, and mental health services. The award also provides limited support services in the areas of housing, transportation, food, legal, childcare, outreach services, and other support services to persons infected by HIV/AIDS.

The advance to providers will allow the Department to provide for continuity of services while scopes of services and budgets are being reviewed and approved for the current program year. The agreements for the Associated Black Charities, Inc. and The Gay Family Foundation, Inc. will be submitted to the Board at a later date.

In addition, the notice of the HRSA grant award authorizes an unobligated balance in the amount of \$341,018.00 from budget period March 1, 2008 through February 28, 2009 into the current budget.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the acceptance of the grant awards from the Department of Health and Human Services, Health Resources and Services Administration for the Ryan White, Part A Program, HIV Emergency Relief Project Grants for Part A Formula A, Part A Supplemental and Part A Minority AIDS Initiative for the Fiscal Years 2010 and 2011. The Board approved the one-month advance of funds to the Associated Black Charities, Inc. and The Gay Family Foundation, Inc. The Comptroller **ABSTAINED**.

MINUTES

Department of Planning - Grant Award Letter Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant award letter agreement with the Abell Foundation.

AMOUNT OF MONEY AND SOURCE:

\$20,000.00 - 1001-000000-1220-146350-603050
Not to Exceed

BACKGROUND/EXPLANATION:

The grant award will provide funding to enhance the media outreach strategy of the Complete Count Committee for Baltimore City's 2010 Census campaign.

Under this agreement the Abell Foundation will provide a dollar-for-dollar match for media expenses up to \$20,000.00. The money received from the Abell Foundation will be used to reimburse the Department's expenditures from its general fund account.

Based on previous census year's results, the City has been identified as having a "hard-to-count" population with a low mail back rate due to a large number of economically disadvantaged, highly transient and/or non-English speaking residents. To ensure a complete and accurate count for the 2010 Census, the City formed a Complete Count Committee (CCC) under partnerships with key community representatives from non-profit, religious, minority, ethnic, media, businesses, labor and governmental agencies. The

MINUTES

Department of Planning - cont'd

CCC is confident that this aggressive media strategy will increase awareness and participation of the City's diverse citizenry.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant award letter agreement with the Abell Foundation.

* * * * *

President: "I would like to acknowledge Councilman Curran who has joined us. Madam Mayor."

Mayor: "Thank you very much, Mr. President. I wanted to note the grant award agreement on page 33 from the Abell Foundation, \$20,000.00 grant allowed us to move forward in a significant way with our efforts on the 2010 Census and out of all this, the major cities in the United States, Baltimore, I think had the second most improved record when it came to the mailing response rate and it was in large part because of the partnerships we were able to create to do a better job. You know, we looked at what we did right with the 2000 Census, what we did wrong and one of the things that we should have done better then was to create these partnerships that have really helped us with our efforts this time so I want to thank the Abell Foundation for

MINUTES

that and my second and last announcement is that this is the last Board of Estimates' meeting for one of my team members, Bibila Lima. He will be leaving us shortly to follow his life dream of going to the Peace Corp in the middle of know where but for ah, you know to ensure that he has a life filled with no regrets, that he will live his dream to be a Peace Corp member. I am very proud of the work he has done as a member of the team and I wish him the best of luck. Thank you,

(Audience Applause by clapping)

He will still be around but he will just not be at the Board of Estimates, just for a little bit, Thank you very much."

MINUTES

Department 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 19** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on April 14, 21, and 28, 2010.

The Board **NOTED** receipt of the 19 favorable reports.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|---|-------------|----------|
| 1. AIRGAS-EAST | \$10,000.00 | Increase |
| Solicitation No. B50000994 - Compressed Gases - Department of Public Works - Req. No. R535327 | | |

On April 1, 2009, the Board approved initial PO P507522 on April 1, 2009 in the amount of \$10,000.00. Due to an increased demand for these products an increase in the amount of \$10,000.00 is necessary, making the award amount \$20,000.00.

- | | | |
|--|-------------|---------|
| 2. VINCE'S SALES & SERVICE | \$14,000.00 | Renewal |
| Solicitation No. B50001022 - Forklift and Lift Truck Maintenance - Department of Public Works - Req. No. R518925 | | |

On April 27, 2009, the Board approved the initial award in the amount of \$14,000.00. The award contained two 1-year renewal options at the sole discretion of the City. This renewal in the amount of \$14,000.00 is for the period April 15, 2010 through April 14, 2011.

- | | | |
|---|-------------|-------------|
| 3. PITNEY BOWES GLOBAL FINANCIAL SERVICES, LLC | \$ 5,160.00 | Sole Source |
| Solicitation No. 08000 - Equipment Lease for Pitney Bowes Postage Meter - Board of Elections - Req. No. TBD | | |

On July 2, 2008, the Board approved the initial award in the amount of \$10,256.00 for two years. On November 4, 2009 the Board approved funding in the amount of \$5,160.00 for the third year. Due to an administrative error, the two previous requests did not make clear that this requirement is a five-year lease for which funding has been requested incrementally. To date, funds have been approved to cover the first three years. This request in the amount of \$5,160.00 is for fourth year for the period July 1, 2010 through June 30, 2011.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|---|--------------------|--------------------|
| 4. <u>SCANTRON CORPORATION</u> | <u>\$ 9,037.00</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - Optical Scanning Device - Fire Department - Req. No. R547455 | | |

The staff at the Fire Department training academy is trained in the use of this unique device and its associated software and the vendor is the sole source provider of this item.

- | | | |
|--|--------------------|----------------|
| 5. <u>SHI</u> | <u>\$10,351.28</u> | <u>Low Bid</u> |
| Solicitation No. B50001463 - RIM/Blackberry Support - Police Department - Req. No. R546383 | | |

- | | | |
|--|--------------------|--------------------|
| 6. <u>GEIGER PUMP & EQUIPMENT</u> | <u>\$16,179.45</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - Packing Gland, Mechanical Seals - Department of Public Works - Req. No. R547323 | | |

The vendor is the exclusive distributor for these items for Maryland.

- | | | |
|---|--------------------|--------------------|
| 7. <u>VERNON LIBRARY SUPPLIES</u> | <u>\$16,457.00</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - Annual Support and Maintenance of Apex RFID System - Enoch Pratt Free Library - Req. No. R543284 | | |

The vendor is the sole provider of this system and its maintenance. The period of the award is May 5, 2010 through May 4, 2011.

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|---|--------------------|------------------------------|
| 8. <u>DSQ SOLUTIONS</u> | <u>\$24,900.00</u> | <u>Sole Source/Agreement</u> |
| Solicitation No. 08000 - Computer Support and Maintenance - Department of Housing and Community Development (DHCD) - Req. No. R538238 | | |

The Board is requested to approve and authorize execution of an agreement with DSQ Solutions. The period of the agreement is May 12, 2010 through November 11, 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 agency must maintain services until the City is able to convert all the computers and software onto the HABNET system that is currently used by the DHCD. The vendor is the sole provider of support and maintenance for the current system.

- | | | | |
|-----|---|-------------|---------|
| 9. | SHI | \$24,844.90 | Low Bid |
| | Solicitation No. 07000 - Microsoft Exchange Software Licenses - Mayor's Office of Information Technology - Req. No. R546707 | | |
| 10. | EAST COAST INDUSTRIAL SUPPLY, INC. | \$ 7,580.00 | Low Bid |
| | Solicitation No. 07000 - Pneumatic Cutoff Saws - Department of Transportation - Req. No. R540951 | | |
| 11. | AMERICAN WORDATA | \$ 5,190.00 | Low Bid |
| | Solicitation No. 07000 - Microsoft Exchange Upgrade - Mayor's Office of Information Technology - Req. No. R546711 | | |
| 12. | FIRE & POLICE SELECTION, INC. | \$80,000.00 | Renewal |
| | Solicitation No. B50001045 - EMT/Firefighter Consultant & Recruit Testing - Fire Department - Req. Nos. R521655 | | |

On May 20, 2009, the Board approved the initial award in the amount of \$80,000.00. The award contained two 1-year renewal options at the sole discretion of the City. This is the first renewal in the amount of \$80,000.00 for the period May 20, 2010 through May 19, 2011.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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|--|-------------|---------|
| 13. ANDWIN SCIENTIFIC,
INC. | \$26,615.31 | Renewal |
| Solicitation No. B50000516 - DNA Testing Reagents and
Laboratory Supplies - Police Department - Req. No. TBDL | | |

On July 16, 2008, the Board approved the initial award in the amount of \$26,615.31. The award contained two 1-year renewal options at the sole discretion of the City. On May 20, 2009 the Board approved the first renewal in the amount of \$26,615.31. This is the second and final renewal in the amount of \$26,615.31 for the period June 29, 2010 through June 28, 2011.

MWBOO GRANTED A WAIVER.

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|---|--------------|-----------------|
| 14. PFIZER
PHARMACEUTICALS, INC. | \$ 30,000.00 | Selected Source |
| Solicitation No. 06000 - Contraceptives - Health Department -
Req. No. R545713 | | |

Under the U.S. Department of Health and Human Services, Health Resources and Services Administration, the Health Department is an entity that receives the lowest price available under the Public Health Service Title X Program and is able to purchase directly from the manufacturer, Pfizer Pharmaceuticals, Inc.

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

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|-------------------|-------------|-----------------|
| 15. FISHER SAFETY | \$48,816.25 | Selected Source |
|-------------------|-------------|-----------------|
- Solicitation No. 06000 - Hazmat Protective Suits using the Baltimore Regional Cooperative Purchasing Council Contract - Fire Department - Req. No. R540569

Fisher Safety is the provider of the Dupont Hazmat safety suits, which are required by the Urban Area Security Initiative regional emergency preparedness group. The Baltimore Regional Cooperative Purchasing Committee has a contract, which includes these items that are currently being used by all the members of the regional taskforce during emergency situations.

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.

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|---|-----------------------|---------|
| 16. NORTH AMERICAN CAST
IRON PRODUCTS, INC., | \$ 950,000.00 | |
| CAPITOL FOUNDRY OF
VA | 50,000.00 | |
| | <u>\$1,000,000.00</u> | Renewal |
- Solicitation No. B50000412 - Gray Iron Manhole Covers & Frames 2008 - Department of Public Works - Req. Nos. Various

On May 28, 2008, the Board approved the initial award in the amount of \$950,000.00 to North American Cast Iron Products and \$50,000.00 to Capitol Foundry of VA. The award contained one 2-year renewal option at the sole discretion of the City.

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

Authority is requested to exercise the sole two-year renewal in the amount of \$950,000.00 for North American Cast Iron Products, Inc., and \$50,000.00 for Capitol Foundry of VA. The period of the renewal is June 1, 2010 through May 31, 2012.

MWBOO GRANTED A WAIVER.

17. HD SUPPLY WATERWORKS	\$500,000.00	
MUELLER CO. LTD	250,000.00	
	<u>\$750,000.00</u>	Renewal

Solicitation No. B50000430 - Fire Hydrant Parts and Accessories - Department of Public Works, Bureau of Water and Wastewater - Req. Nos. Various

On May 28, 2008, the Board approved the initial award in the amount of \$500,000.00 to HD Supply Waterworks and \$250,000.00 to Mueller Co. LTD. The award contained one 2-year renewal at the sole discretion of the City. On March 21, 2010, the Board approved an increase in the amount of \$60,000.00 to HD Supply Waterworks. This renewal in the amount of \$500,000.00 to HD Supply Waterworks and \$250,000.00 to Mueller Co. LTD is for the period of May 21, 2010 through May 20, 2012.

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

	<u>Corrected Increase</u>	<u>Orig. Increase</u>
18. AMERICA ON DEMAND OF MD INC.	\$ 605,000.00	\$ 5,075,000.00
TRUSTWORTHY STAFFING SOLUTIONS	\$ 3,140,000.00	605,000.00
EXCEL STAFFING & PERSONNEL SERVICES	No Change	2,285,000.00
TOWNSEND CAREERS, LLC	\$ 5,075,000.00	<u>3,140,000.00</u>
		\$11,105,000.00
		Rescind and Correction

Solicitation No. B50001026 - Provide Temporary Personnel - Agencies Various - Req. Nos. N/A

On April 28, 2010, the Board approved an increase to B50001026 in the amount of \$11,105,000.00. Due to a clerical error, the amounts allocated to the awarded vendors were transposed. The Board is requested to rescind the award made on April 28, 2010 and approve the correct increase for the contractors. Additional funds will be sought as MWBOO compliance reviews are completed for other contractors under this contract.

America on Demand

MBE: Proper Staffing, Inc. 15%
WBE: Beacon Staffing Alternatives, Inc. 15%

Trustworthy Staffing Solutions

MBE: Lacy's Professional Nursing Services 15%
WBE: All Staffing, Inc. 15%

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of PurchasesExcel Staffing and Personnel Services

MBE: Dependable Nursing Services	15%
WBE: Kennedy Personnel Services	15%

Townsend Careers

MBE: SYM, Inc.	15%
WBE: Dockside Solutions, Inc.	15%

MWBOO FOUND VENDORS IN COMPLIANCE.

19. VARIOUS VENDORS

LISTED BELOW	\$21,133,096.90	EMERGENCY
Solicitation No. BOE Request Memo 0104 - Snow Emergency Contractors February 2010 - Bureau of Purchases - Req. Nos. Various		

Contractor	PO Number	Award Amount
DRC Emergency Services, LLC	P511976	\$2,697,721.05
Conceptual Building & Landscape	P512817	2,001,808.67
Butler (BCI), Inc	P512040	1,635,000.00
Arc Construction Services	P511975	1,100,000.00
Manuel Luis Construction	P512058	1,000,000.00
Ashbritt, Inc.	P512064	995,432.50
Blastech Enterprises Inc	P512068	912,560.00
P & J Contracting	P512391	628,000.00
A. Leto Construction Company, Inc	P512101	580,180.00

MINUTES

Contractor	PO Number	Award Amount
Lorenz	P512212	499,680.00
Patrick Thomas Trucking, LLC	P512026	497,812.50
Baltimore Pile Driving, Inc	P512069	475,000.00
Allied	P512145	467,042.50
J.W. Properties	P512924	425,700.00
Asbsher General Cont., Inc	P512039	400,000.00
Pioneer Paving	P512815	380,735.00
Keyden	P521234	353,240.00
Miller Tree	P512057	350,760.00
Corporate Maintenance Group	P511973	350,000.00
Carroll Concrete Construction Co.	P511992	325,000.00
Powell's Trucking Company	P511983	300,000.00
Comprehensive Construction	P512061	298,110.00
Decorative Concrete Solution	P512054	275,000.00
A2Z Environmental Group, LLC	P511993	268,485.00
Hawkeye Construction	P512059	252,500.00
Turf Plus, Inc	P512050	234,760.00
Monumental Paving	P512390	217,600.00
J&N Stafford Corporation	P512003	210,125.00
Krohs Nursery	P512001	210,000.00

MINUTES

Contractor	PO Number	Award Amount
Stella May Contracting, Inc	P512067	195,105.00
The Classic Catering People	P512761	172,164.40
Machado	P512199	171,010.00
H.U.R.B. Landscaping, Inc	P512009	150,000.00
Canyon Contracting, Inc	P512818	142,055.00
Sells Group, LLC	P512017	142,000.00
American Heritage Excavating LLC	P512097	100,000.00
Dbc Accurate Contracting, LLC	P512125	100,000.00
Utility Lines Construction Services, Inc.	P512146	100,000.00
J.L. Raymakers & Sons, Inc	P511990	100,000.00
R E Harrington Plumbing & Heating	P512055	95,745.00
F. Golden Trucking	P512063	88,340.00
Ball & Breckenridge Trucking Inc	P512178	77,475.00
S&S Snow Removal	P512002	75,000.00
Jakubs Construction	P512086	70,000.00
Rob Breeding's Roll Off Container Service	P511999	65,000.00
Dease Concrete Service, Ll	P512099	64,135.00
Shorts	P512056	58,947.50
Ligon & Ligon, Inc.	P512122	50,000.00
Andrew Mack	P512123	50,000.00

MINUTES

Contractor	PO Number	Award Amount
Southern Contractors, LLC	P511986	50,000.00
J and B Lawncare	P512024	49,800.00
Eminence Group, LLC	P512027	46,500.00
Class Act Café and Catering	P512327	44,908.30
Ashbritt, Inc	P512701	40,282.48
U.K. Construction and Management	P511988	35,000.00
Delavega LLC	P512102	34,350.00
Iacoboni Site Specialist	P511980	25,000.00
Samuel Balsam	P511982	25,000.00
Capezio Contractors	P511989	25,000.00
Byco Enterprises	P511991	25,000.00
Julian Trucking, LLC	P512025	25,000.00
No Pink Flamingos Designs In Landscape	P512030	25,000.00
KMT Contractors	P512043	25,000.00
The Mayberry Group, Inc	P512048	25,000.00
Mullan Nursery Co Inc.	P512051	25,000.00
HB Trucking, LLC	P512070	25,000.00
Donald Fritts	P512071	25,000.00
Samue Trucking	P521232	25,000.00
All Source Of Connecticut	P512021	25,000.00

MINUTES

Contractor	PO Number	Award Amount
Hemlock Construction Co, Inc	P512036	25,000.00
Patrick Thomas Trucking, LLC	P512459	18,600.00
Maryland Chemical Company	P512194	17,640.00
Scaggs Bros., LLC	P512814	16,200.00
P. Bailey / D.b.a. Bailey Bros	P512066	15,000.00
Sodexo, Inc & Affiliates	P512334	5,587.00
Total		\$21,133,096.90

In February of 2010 the City experienced a snow emergency of an unprecedented scale, which overwhelmed the City's in-house resources to cope with this threat to the public welfare.

The Department of Transportation asked, and the Director of Finance authorized, the Bureau of Purchases to make purchases necessary to cope with the emergency situation. These purchases consisted primarily of snow removal equipment rental and services, with ancillary purchases as needed to support the City's emergency response. The details of each purchase are available in the City's automated purchasing system CitiBuy by referencing the Purchase Orders indicated.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases - cont'd

The \$21,133,096.90 expenditure is the maximum currently awarded; that figure and the actual amount paid to the contractors may change to some degree as late invoices are verified. The City is seeking FEMA reimbursement for these expenditures.

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.

APPLICATION WAS MADE BY THE DIRECTOR OF TRANSPORTATION TO THE DIRECTOR OF FINANCE TO PROCURE THESE SERVICES, SUPPLIES AND EQUIPMENT. THE DIRECTOR OF FINANCE AUTHORIZED THIS PROCUREMENT PURSUANT TO ARTICLE VI, SECTION 11 (d)(ii) OF THE CITY CHARTER.

AUDITS DOES NOT OBJECT TO BOARD APPROVAL SUBJECT TO REVIEW OF ALL INVOICES SUBMITTED BY CONTRACTORS AND PAID, AND THE REVIEW OF ANY REMAINING INVOICES PRIOR TO PAYMENT TO THE CONTRACTORS.

UPON MOTION duly made and seconded, the approved the informal awards, renewals, increases to contracts and extension with the exception of item no. 19. Item no. 19 was **DEFERRED** until May 19, 2010. The Board also approved and authorized execution of the agreement with DSQ Solutions. The President **ABSTAINED** on items no. 9 and 11. The Comptroller **ABSTAINED** on item no. 18.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay Visions Uplifting Community. The services were rendered in 2007.

AMOUNT OF MONEY AND SOURCE:

\$40,540.00 - 9910-904083-9588-900000-704047

BACKGROUND/EXPLANATION:

The organization provided emergency lot and yard cleaning services to various Baltimore City locations on behalf of the DHCD. The cost of the work was determined based on lot size and the amount of debris to be removed.

The services were provided at the direction of the Mayor's Office beginning in 2004, as part of the Mayor's clean-up project in Park Heights and locations in East Baltimore.

At the time, the work was performed relating to the outstanding invoices dated July through September 2007, there was a funding issue and the invoices were never processed. The funding issue has been resolved and the requested information from the vendor was recently received.

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 Visions Uplifting Community.

MINUTES

Department of Housing and Community - Agreements
Development/Homeless Services

ACTION REQUESTED OF B/E:

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

1. **HARBEL COMMUNITY ORGANIZATION, INC.** **\$25,000.00**

Account: 5000-585210-5750-649800-603051

The organization will staff a small computer-training lab where clients can prepare resumes, search the Internet, learn valuable computer skills, and network. The computers and training will be housed in the HARBEL building. The period of the agreement is May 1, 2010 through September 30, 2010.

The agreement is late because of a delay at the administrative level.

2. **GOVANS ECUMENICAL DEVELOPMENT CORPORATION** **\$99,632.00**
(GEDCO)

Account: 4000-496211-3570-591450-603051

The organization will provide supportive services to approximately 59 men and women at the Harford House Single Room Occupancy (SRO) located at 1517 E. North Avenue and the Micah House SRO located at 5207 York Road. The goal of the program is to provide community based housing and comprehensive supportive services, which will include, but are not limited to case management, drug and alcohol recovery counseling, life skills workshops, mental health therapy, and access to physical and mental health rehabilitation programs. The period of the agreement is June 1, 2010 through May 31, 2011.

MINUTES

DHCD/BHS - cont'd

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 foregoing various agreements.

MINUTES

Department of Housing and - Lien Release
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the release of liens, plus all accrued interest and/or penalties on the vacant property located at 1711 Hollins Street, for the transferee, Mr. William Y. Villalta.

AMOUNT OF MONEY AND SOURCE:

\$98,009.90, plus all accrued interest and/or penalties

BACKGROUND/EXPLANATION:

Pursuant to the Annotated Code of Maryland, Tax Property 14-806, the Board has the authority to release liens against real property under certain circumstances. In this case, the property in question complies with all requirements under the lien release law:

- the property is a vacant house,
- the liens exceed the assessed value of the property, and
- the transferee will redevelop the property and return it to productive use within a reasonable time and eliminate blighting conditions.

Mr. Villalta will rehabilitate the vacant property for use as his personal residence and two rental apartments. The release of liens on the property will make it financially feasible for redevelopment and prevent tax abandonment.

Prior to settlement, Mr. Villalta will pay the flat tax and water charges of the property totaling \$14,155.18. This amount exceeds the appraised value of the property, which currently totals \$9,400.00. The amount paid will be applied to satisfy the water bill, real estate taxes, flat tax first and other liens that have accrued prior to the date of this lien release.

MINUTES

DHCD - cont'd

Any additional property tax assessments, water charges, and liens that accrue from the date of this lien release will be the responsibility of the transferee to pay prior to settlement. Failure to record the deed and pay the assessed value of \$14,155.18, within 120 days from the date of approval by the Board, will void this release.

UPON MOTION duly made and seconded, the Board approved the release of liens, plus all accrued interest and/or penalties on the vacant property located at 1711 Hollins Street, for the transferee, Mr. William Y. Villalta.

MINUTES

Department of Housing and Community Development (DHCD) - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Morgan State University (MSU). The period of the agreement is March 1, 2010 through February 28, 2011.

AMOUNT OF MONEY AND SOURCE:

\$50,200.00 - 2089-208910-5930-434380-603051

BACKGROUND/EXPLANATION:

The agreement is to fund the MSU Institute for Urban Research (IUR) Community Development Resource Center (CDRC). The IUR/CDRC will provide a broad range of technical assistance, research support and information dissemination. The IUR/CDRC will produce two special reports that contain administrative data and up-to-date statistics to provide in-depth analysis, as well as challenges and opportunities that confront the selected neighborhood(s). In addition, two half-day seminars will be conducted for the City's communities, covering topics that will assist in community development efforts.

On May 13, 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 Down payment 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 agreement was delayed due to final negotiations and processing.

MINUTES

DHCD - cont'd

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 Morgan State University (MSU).

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the land disposition agreement with Gospel Tabernacle Baptist Church, developer, for the sale of the property located at 3103 Clifton Avenue (Block 3015, Lot 002) in the Walbrook Community Neighborhood.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - Purchase price

BACKGROUND/EXPLANATION:

The developer paid a good faith deposit of \$1,000.00 for the property. The balance in the amount of \$9,000.00 will be paid at settlement. The property appraised for \$22,500.00 on December 21, 2009.

The Gospel Tabernacle Baptist Church, developer has been in service in Baltimore City for 77 years. The church is located at 3100 Walbrook Avenue and would like to use 3103 Clifton Avenue as a parking lot for the Church's elderly and handicapped members.

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

The property is being sold below the appraised value because the lot has remained vacant for years and an eyesore to the community. Selling the property below the appraised value will return the property to active use and eliminate blight in the community.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

The developer has signed the Commitment to Comply with the Minority and Women's Business Enterprise Program of Baltimore City.

(FILE NO. 57134)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Gospel Tabernacle Baptist Church, developer, for the sale of the property located at 3103 Clifton Avenue (Block 3015, Lot 002) in the Walbrook Community Neighborhood.

MINUTES

Department of Housing and - Intergovernmental Agreement
Community Development (DHCD) for Land Disposition

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an intergovernmental agreement for land disposition with the Housing Authority of Baltimore City (HABC) for the sale of the property located at 2104 N. Calvert Street (Block 3811, Lot 015) to be included as part of the Barclay Redevelopment Project.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Purchase price

BACKGROUND/EXPLANATION:

The purchase price for the property is a negotiated value of \$1.00 to be paid by HABC at the time of settlement. The property appraised for \$19,000.00.

The HABC is in the process of redeveloping 102 scattered site public housing units in the Barclay neighborhood and the Barclay Townhouses, a 91-unit affordable rental housing development purchased from the U.S. Department of Housing and Urban Development. To enhance the revitalization of the neighborhood, the DHCD and HABC have identified properties owned by the City for inclusion in the Barclay Redevelopment Project.

The HABC issued a request for qualifications in 2005 seeking qualified development teams to manage the redevelopment of the Barclay neighborhood. The HABC selected Telesis Corp., Developer, as the development team for this project.

The Developer worked with the HABC, DHCD, and the Department of Planning to create a neighborhood revitalization plan to develop a total of 306 units - 199 rental and 107 homeownership units. The property was acquired by the City through DHCD in 2009 in order to assemble a new construction development site on the 2100 block of N. Calvert Street as part of the Barclay Redevelopment Project.

MINUTES

DHCD - cont'd

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

The property is being sold below the appraised value to allow for the implementation of a green deconstruction job training initiative, as well as the construction of 24 workforce homeownership units. This sale will provide the following benefits:

- This development will eliminate neighborhood blight caused by City-owned vacant buildings and revitalize the Barclay neighborhood. This property, along with a total of four other vacant buildings on the 2100 block of N. Calvert Street will be demolished.
- A total of nine formerly incarcerated city residents will be trained in green deconstruction and materials recycling techniques as part of a job training initiative being coordinated by the City of Baltimore Office of Sustainability, HABC, and Telesis Corp.
- The community will receive the benefit of the development of 24 new workforce homeownership units on a previously blighted site.
- If the properties were sold for appraised value, an additional subsidy from the HABC would be required to subsidize the construction of the units. The HABC is contributing land for the construction of the units.

MBE/WBE PARTICIPATION:

The HABC and the Developer have agreed to use all reasonable good faith efforts to meet the City's current goals for MBE/WBE utilization.

(FILE NO. 57066)

UPON MOTION duly made and seconded, the Board approved and

MINUTES

DHCD - cont'd

authorized execution of the intergovernmental agreement for land disposition with the Housing Authority of Baltimore City (HABC) for the sale of the property located at 2104 N. Calvert Street (Block 3811, Lot 015) to be included as part of the Barclay Redevelopment Project.

MINUTES

Department of Housing and - HOME Investment Partnerships
Community Development (DHCD) Loan

ACTION REQUESTED OF B/E:

The Board is requested to approve a HOME Investment Partnerships Program (HOME Program) Community Housing Development Organization (CHDO) operating grant to Empire Homes of Maryland, Inc., a certified CHDO. The Board is also requested to authorize the Commissioner of Housing and Community Development to execute all legal documents to effectuate this transaction subject to review and approval by the Law Department.

AMOUNT OF MONEY AND SOURCE:

\$25,000.00 - 9910-908084-9610-900000-706032

BACKGROUND/EXPLANATION:

The Cranston-Gonzalez National Affordable Housing Act of 1990 created the federally funded HOME Investment Partnerships Program. The HOME Program created the non-profit called a CHDO, with the specific purpose of carrying out elements of the participating jurisdiction's housing strategy.

In December 2008, the Empire Homes of Maryland, Inc. purchased 1512 Mount Royal Avenue to develop five 1-bedroom apartments and one efficiency unit for individuals who are disabled, not old enough to be classified as elderly or have reached their greatest level of individual self-sufficiency.

Empire Homes of Maryland, Inc. is eligible to receive an operating expense grant, which is funded from the 5% set aside of the fiscal year 2010 allocation of HOME funds. The proposed \$25,000.00 Operating Expense funds that is permissible under Section 92.33(e) and (f) to continue to operate the CHDO entity while rehabilitation of 1512 Mt. Royal Avenue is on-going.

MBE/WBE PARTICIPATION:

N/A

THE DEPARTMENT OF FINANCE HAS REVIEWED AND RECOMMENDS APPROVAL.

MINUTES

DHCD - cont'dTRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$25,000.00	9910-926010-9609	9910-908084-9610
Federal HOME FY 2010	Reserve - HOME FY 2010	Empire Homes of Maryland

This transfer will provide HOME funds to Empire Homes of Maryland for a CHDO operating expense loan for fiscal year 2010.

(FILE NO. 56279)

UPON MOTION duly made and seconded, the Board approved the HOME Investment Partnerships Program (HOME Program) Community Housing Development Organization (CHDO) operating grant to Empire Homes of Maryland, Inc., a certified CHDO. The Board also authorized the Commissioner of Housing and Community Development to execute all legal documents to effectuate this transaction SUBJECT to review and approval by the Law Department. The transfer of funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

MINUTES

Department of Housing and
Community Development (DHCD)

- CDBG-R Loan and Subordination
and Intercreditor Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve a CDBG-R Program loan to Druid Heights Community Development Corporation (DHCDC). The Board is also requested to approve the form of a subordination and intercreditor agreement and authorize the Commissioner of the Department of Housing and Community Development to execute the subordination and inter-creditor agreement any and all legal documents to effectuate this transaction subject to review and approval by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

Sources:

Uses:

\$1,966,720.00 - State Farm
300,000.00 - CDBG-R*

\$2,057,777.00 - Construction
28,500.00 - Hard Cost Fees
65,500.00 - Soft Costs
114,943.00 - Cost of Sales

\$2,266,720.00

\$2,266,720.00

*Account: 4000-485710-5750-6431000-603051

BACKGROUND/EXPLANATION:

The CDBG-R loan will be used to support a portion of the construction costs of the Gateway Project located at 1815, 1817, 2103, 2105, 2116, and 2138 Druid Hill Avenue.

The DHCDC is a non-profit organization and a certified Community Housing Development Organization (CHDO). The DHCDC has been in existence since 1974 and has been instrumental in the revitalization of the Druid Heights community. Since their inception, the DHCDC has produced over 100 affordable rental and for-sale housing units. The Gateway Project involves the rehabilitation of ten affordable two and three bedroom for-sale townhomes which will meet the City's green building and LEED Silver standards. In addition, the units will conform to construction guidelines which will qualify the purchaser to be eligible for historic tax credits upon completion.

MINUTES

DHCD - cont'd

CDBG-R funds will be used to support a portion of the hard construction costs and will be secured by a second lien position during the construction period. The historic credits and CDBG-R funds will be used to write-down the total development costs thereby significantly lowering the sale price. As a result, it is projected that first mortgages will range from \$143,500.00 to \$157,180.00. As per the CDBG-R regulations, units must be sold to families with incomes at or below 80% of the area median income. The developer is considering a lease purchase model where pre-approved buyers will convert to homeownership status within a two-year window. This will ensure that all units are occupied immediately upon completion. During any such rental period, no repayment of the CDBG-R funds will be required and the CDBG-R funds will be subordinated to all other necessary financing.

An appraisal report was prepared on March 16, 2010 by Hlubb & Goldstein Valuation Group. The "as complete" value, subject to renovations and sold by the third quarter of 2011, (or gross retail sellout) was determined to be \$1,672,500.00 for the entire group. The range of values depending on the gross square foot area is from \$142,500.00 to \$185,000.00.

The form Subordination and Interceptor agreement is submitted. State Farm (as Senior Lender), the Commissioner and the DHCDC, at the closing of the loan, will execute the original document in final form. The Law Department will review and approve the subordination agreement as to form and legal sufficiency. It is requested that the Law Department be permitted to make final changes to the document with the concurrence of the Commissioner of the Department of Housing and Community Development.

Participating Parties:

A. Developer

The DHCDC will be the developer and will guarantee construction completion.

B. General Contractor/Architect

The C.L. McCoy will act as the general contractor and Arch Plan, Inc. will act as architect.

MINUTES

DHCD - cont'd

C. Participating Lenders:

State Farm Mutual Automobile Insurance Co. (State Farm) - 1st lien Position (construction phase only): State Farm provided a revolving construction loan in February 2009 for the benefit of the entire Gateway Housing Project which is collateralized by a first lien security interest on 15 properties. The CDBG-R loan will be subordinate to a portion of the lien for the subject ten units only. The State Farm loan bears an interest rate of 3% per annum and is repayable on sums advanced on a monthly basis. The outstanding principal and interest is due and payable at the end of the five-year loan term. As properties are sold to an end-buyer, the borrower will receive a partial release of its proportional share of the lien.

CDBG-R Loan - 2nd Lien Position (construction phase only): The City's CDBG-R Loan will have a construction period of 12 months and an interest rate of 0% per annum on sums advanced. During the construction period the CDBG-R Loan will be secured by a second-lien mortgage. As each unit is sold to a qualified end-buyer, the City will release the DHCD from a pro rata portion of the CDBG-R Loan. In this case, a fixed CDBG-R amount has been determined for each property based on its gross square foot development cost and the CDBG-R amount will range from \$15,000.00 to \$40,000.00, (the "proportionate share"). In order to keep the units affordable, the City will require the end-buyer to assume a portion of the proportionate share, in this case \$10,000.00 (the "buyer's share"). The buyer's share will be evidenced by a promissory note and other security instruments, will be structured as an unsecured deferred loan with a term of seven years, and will have an interest rate of 0% per annum. During the seven year term (also called the "Period of Affordability"), which will commence when the end-buyer purchases each unit, if a conveyance occurs, the end-buyer will immediately repay the Department all or a portion of buyer's share out of net proceeds. If the end-buyer complies with all applicable terms and covenants of the loan documents during the period of affordability, the payment of the outstanding principal will be forgiven.

MINUTES

DHCD - cont'd

The CDBG-R Loan will be non-recourse debt to the DHCD. The Department will be entitled to a 50% share of any and all excess sales proceeds after the developer (i) earns 10% in profit and overhead based on a cost certification of allowable costs, and (ii) is reimbursed out of the sale proceeds from each house for documented predevelopment overhead on the project for such items, in such amounts and for such periods as are approved by the Department.

(FILE NO. 56524)

UPON MOTION duly made and seconded, the Board approved the CDBG-R Program loan to Druid Heights Community Development Corporation. The Board also approved the form of a Subordination and intercreditor agreement and authorized the Commissioner of the Department of Housing and Community Development to execute the subordination and inter-creditor agreement any and all legal documents to effectuate this transaction SUBJECT to review and approval by the Department of Law.

MINUTES

Department of Housing and Community Development (DHCD) - Assumption Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the assumption, by The Baltimore Station, Inc. (TBS) of various City loans extended to Bright Hope House, Inc.

The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development (Commissioner) to execute any and all documents to effectuate this transaction subject to review and approval by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

No additional funds are required.

BACKGROUND/EXPLANATION:

On May 7, 2003, the Board approved a HOME Loan in the amount of \$406,500.00 and a HOPWA Loan in the amount of \$200,000.00 to Bright Hope House, Inc. (Bright Hope House), a Maryland non-profit corporation to assist with the renovation and expansion of a residential drug treatment facility (facility) located at 1611 Baker Street in the Sandtown neighborhood of Baltimore City.

Bright Hope House has operated the facility since 1991. At the time of the original approval, the estimated total development cost was \$1,517,151.00 and consisted of the following sources:

- (i) a first-lien loan from the Community Development Financing Corporation, now known as Baltimore Community Lending in the amount of \$226,651.00 (BCL Loan);
- (ii) the HOME Loan in the second lien position;
- (iii) the HOPWA Loan in the third lien position;

MINUTES

DHCD - cont'd

- (iv) an unsecured grant from the Abell Foundation in amount of \$150,000.00 and
- (v) MD DHMH grant funds in the amount of \$534,000.00.

In 2008, Bright Hope House's financial difficulties and management issues reached a critical point that by fall they had stopped paying on the BCL Loan. On December 19, 2008 the Board approved a \$500,000.00 CDBG loan ("CDBG Loan," together with the HOME Loan and the HOPWA Loan, the "Existing City Loans") to Bright Hope House. The primary purpose of the CDBG Loan was to provide enough funds to pay in full the BCL Loan. If the City did not pay off the BCL Loan and the BCL Loan went into foreclosure, there was a strong possibility that the City would have to repay the HOME Loan and the HOPWA Loan from non-federal funds. The remaining portion of the CDBG Loan was used to correct certain construction deficiencies within the building

Because of its financial and management difficulties, Bright Hope House has been unable to function as an organization. For example, it has not prepared financial statements for at least two years possibly more. It has also incurred a wide variety of debts that include the inability to pay its BGE bill that resulted in the turn-off power to the facility in the fall of 2009.

After the power was shut off to the facility, the DHCD and the Health Department accelerated their efforts to find a replacement operator who would comply with the loan restrictions and make sure the facility's condition was preserved. Because Bright Hope House was still record owner of the property, the City could either (1) foreclose on the facility or (2) allow Bright Hope House to enter into its best deal to convey the facility.

The DHCD decided against foreclosure because the length of the foreclosure and disposition process made it likely that the facility would further deteriorate and because foreclosure would result in substantial expense to the City both in terms of money and manpower to go through the legal process and maintain the building.

MINUTES

DHCD - cont'd

The DHCD and the Health Department tried to find another provider to operate the facility. The only party to offer a purchase price for the facility was TBS. The parties informed the City that they were about to enter into a purchase contract.

Although the purchase contract was between two private parties the City had to consent to the assumption of the existing City loans. Bright Hope House made it clear that if it did not receive some consideration for the facility, it would simply walk away and leave the City to address the issue through foreclosure.

The parties have agreed to the following:

1. Bright Hope House will convey the facility to the TBS the property for a purchase price of \$250,000.00.
2. The TBS has received a right of entry into the facility pursuant to which it has maintained the facility until conveyance.
3. The TBS will comply with all HOME, HOPWA and CDBG requirements.
4. The Purchase Price will be applied at settlement as follows:
 - a. First the amounts that are required to convey clear title that are incident to the transaction, (such as fees, closing costs, recordation fees and other similar amounts) so that conveyance can occur and the transaction will be of no net cost to the City,
 - b. second, to Bright Hope House in the amount of \$50,000.00 so that Bright Hope House can pay off certain outstanding debts of the corporation; and
 - c. the remainder, currently estimated to be \$150,000.00 to the City to pay off a portion of the existing City loans.

MINUTES

DHCD - cont'd

Meeting all of these conditions is a condition precedent to the City's consent to the assumption of the existing City loans by TBS. The Board members of Bright Hope House, most of whom are local community members, have approved this transaction. The City has either received or will receive three key benefits from the transaction as structured.

First, if there were no sale of the property, the City would be forced to go through the foreclosure and disposition process. Instead, the City is receiving money when it ordinarily would have had to pay out money and expenses in foreclosing on a defaulted property.

Second the TBS has agreed to comply with the HOME, HOPWA and CDBG restrictions for the remaining life of the existing City Loans, which means that the City will not be obligated to repay these funds from non-Federal sources.

Third, in anticipation of the purchase, TBS has been able to have the power turned on and has maintained the building through the winter. Instead of having a vacant building that would require oversight and maintenance, after its purchase and renovation, the building will be newly constructed.

After conveyance, the TBS plans to create a 40-bed transitional housing project for homeless veterans (new project). Thirty-two beds of the new project will be located at 1611 Baker Street. The other eight beds are expected to be located at adjacent properties that the TBS is planning to acquire. The costs of the new project, which includes the purchase price, costs of renovation, and other associated soft costs are estimated to be \$840,000.00. The TBS received approval from the United States Veterans Administration and the MD DHMH for funding in the approximate amount of \$590,500.00 and \$249,500.00, respectively to acquire the facility and complete the new project.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

Not applicable.

THE DIRECTOR OF FINANCE RECOMMENDED APPROVAL.

(FILE NO. 56680)

UPON MOTION duly made and seconded, the Board approved the assumption, by The Baltimore Station, Inc. (TBS) of various City loans extended to Bright Hope House, Inc. The Board authorized the Commissioner of the Department of Housing and Community Development (Commissioner) to execute any and all documents to effectuate this transaction SUBJECT to review and approval by the Department of Law.

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:

1544 - 1545

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

1. B50001438, Requirements for Structural Main- tenance and Dredging of Inner harbor	McLean Contracting, Company	\$400,000.00
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MBE: G.E. Frisco Company, Inc.	\$21,000.00	7.25%
Manjoe Insurance Agency, Inc.	<u>5,000.00</u>	<u>1.72%</u>
	\$26,000.00	8.97%

WBE: A2Z Environmental Group, LLC	\$ 6,500.00	2.24%
Hopkins Fuel Oil Company	<u>6,500.00</u>	<u>2.24%</u>
	\$13,000.00	4.48%

MWBOO FOUND VENDOR IN COMPLIANCE.

2. B50001205, Management Services for Eating Together in Baltimore Program	MJM Innovations	\$496,860.00
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MBE: Sue-Ann's Office Supply, Inc.	\$ 2,000.00	0.40%
Forum Caterers, Inc.	<u>49,686.00</u>	<u>10.00%</u>
	\$51,686.00	10.40%

WBE: Curry Printing & Copy Center	\$ 1,500.00	0.30%
Jodi M. Stappler, CPA	<u>10,000.00</u>	<u>2.01%</u>
	\$11,500.00	2.31%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

3. B50001430, Computer Equipment **REJECTION** - Two bids were received and opened on April 21, 2010. It is recommended that all bids be rejected as being non-responsive because they failed to include all required documents. The solicitation will be re-bid at a later date.

* * * *

PRESIDENT: "The Board is in recess until twelve o'clock noon for the opening and receiving of bids."

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

Bureau of General Services - PB 08817, Convention Center
Interior Renovation, 1 W.
Pratt St.
BIDS TO BE RECV'D: 05/26/10
BIDS TO BE OPENED: 05/26/10

Bureau of Purchases - B50001347, Occupational Health
Clinic Services
BIDS TO BE RECV'D: 05/19/10
BIDS TO BE OPENED: 05/19/10

Bureau of Purchases - B50001473, Lumension Patch &
Remediation Software Licenses
BIDS TO BE RECV'D: 05/19/10
BIDS TO BE OPENED: 05/19/10

MINUTES

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

Bureau of Purchases - B50001427, After Market Parts and Supplies for Cars and Light Trucks

Globe Electric
Uni-Select USA-Fleet Parts
Rok Brothers, Inc.
Ports Authority Southern
Salvo Limited Partnership, LLLP
Fleet Pride, Inc.
Quality Automotive Warehouse, Inc.
CRW Parts
Papa Auto Parts/Service Parts Co.
The Baltimore Auto Supply Co.

Bureau of Purchases - B50001433, Plastic Meter Boxes

Belair Road Supply Co., Inc.
Southeastern Distributors, Inc.
HD Supply Waterworks Ltd

Bureau of Purchases - B50001465, Concrete Mixer Truck

Western Star Trucks of
Delmarva, LLC
Beltway International LLC

MINUTES

There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, May 19, 2010.

A handwritten signature in black ink that reads "Joan M. Pratt, CPA". The signature is written in a cursive style with a large initial "J".

JOAN M. PRATT
Secretary