

MINUTES**REGULAR MEETING**

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

The meeting was called to order by the President.

President: "I will direct the Board members attention to the memorandum from my office dated August 13, 2012, 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. All opposed NAY. The routine agenda has been adopted."

ACKNOWLEDGEMENT

President: "Before we get started, I want to recognize Councilman Curran and Council Vice President Edward Reisinger who has joined us today.

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MINUTES

BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

Berkel & Company Contractors, Inc.	\$503,298,000.00
Cardinale Construction, Inc.	\$ 369,000.00
Columbia Contracting Company, LLC	\$ 198,000.00
Coventry Masonry, Inc.	\$ 297,000.00
Gaines and Company, Inc.	\$ 8,000,000.00
K.C. Company, Inc.	\$ 27,693,000.00
Kor-Ko, Ltd.	\$ 747,000.00
Milton Electric Co., Inc.	\$ 963,000.00
Phillips Way, Inc.	\$ 8,000,000.00
RWC Contracting, LLC	\$ 8,000,000.00
Simon Development and Construction Corporation	\$ 6,237,000.00
Wilmot Modular Structures, Inc.	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

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

A.D. Marble & Company	Engineer
Becht Engineering BT, Inc.	Engineer
Beyer Blinder Belle Architects & Planners, LLP	Architect

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

HDR Engineering, Inc.	Architect Landscape Architect Engineer
Heery International, Inc.	Architect Engineer
J.A. Rice, Inc.	Land Survey
Kumi Construction Management Corp.	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**CITY COUNCIL BILLS:**

12-0085 - An Ordinance concerning North Locust Point Development District - Amending Ordinance 03-642, as Amended by Ordinance 11-553 for the purpose of adding and modifying certain definitions; enlarging the boundaries of the development district; adding new 2012 Exhibit A and revising Exhibit 1 to include additional properties; providing for a special effective date; and making the provisions of this Ordinance severable.

12-0086 - An Ordinance concerning Tide Point Special Taxing District for the purpose of designating a "special taxing district" to be known as the "Tide Point Special Taxing District"; providing for and determining various matters in connection with the establishment of the special taxing district; creating a special fund for the special taxing district; providing for the levy of a special tax on all taxable real and personal property located in the special taxing district; providing for a special effective date; and generally providing for matters relating to the designation and operation of the special taxing district, the establishment and use of the special fund, the issuance and payment of bonds issued in connection with the special taxing district, the replenishment of any reserve fund, and the payment of certain expenses and administrative costs related to the operation of the special taxing district.

ALL REPORTS RECEIVED WERE FAVORABLE.

UPON MOTION duly made and seconded, the Board approved City Council Bill Nos. 12-0085 and 12-0086 and directed that the bills be returned to the City Council with the recommendation that the bills also be approved and passed by that Honorable Body. The President **ABSTAINED**.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

3212 - 3213

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>Baltimore Development Corporation</u>		
1. \$ 35,307.00 22 nd EDF	9910-904115-9600 Constr. Reserve West Side Initiative	9910-906835-9603 Westside Project Initiative

This transfer will provide funds to the Department of General Services for change orders for the stabilization of a collapsed roof at the property known as 103 W. Lexington Street. Repair services include various wood framing issues, new low roofs, steel beam and floor repairs, demolition, and masonry time and material.

2. \$408,624.66 Other Fund Revenue	9910-994001-9600 Constr. Res. Unallocated Res.	9910-905825-9603 Westside Downtown
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This will transfer appropriation to cover revenue received from the Weinberg Foundation associated with the demolition of properties known as 200-226 West Lexington Street which is within the Westside redevelopment project area.

Department of Transportation

3. \$200,000.00 23 rd EDL	9952-905035-9511 Constr. Res. - Ped. Lighting	9952-904035-9510 Pedestrian Lighting
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This transfer will cover the costs associated with the Pedestrian Lighting Project at various locations in the City.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
4. \$ 23,000.00 29 TH CDB	9910-995001-9587 HCD Unallocated Reserve	9910-905105-9588 Planning Dept. Monitoring Fees

This transfer will provide funds to the Planning Department's monitoring of development activities account, as well as costs associated with the Urban Design and Architecture Review Panel.

Department of Recreation and Parks

5. \$ 70,309.00 Other	9938-902457-9475 Critical Areas Mitigation - Reserve	9938-901457-9474 Critical Areas Mitigation - Active
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This transfer will provide funds to cover the costs associated with the position of an Environmental Planner at the Department of Planning. The State of Maryland Critical Area Commission has approved the City's request for usage of funds collected through the City's Critical Area Management Program for this position.

6. \$145,000.00 Rec. & Parks 26 th Series	9938-913780-9475 Tree Baltimore Program - Reserve	9938-907820-9474 Tree Baltimore Program - Active
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This transfer will provide funds to cover the cost associated with the Fall Tree Planting for FY'12.

7. \$ 50,000.00 MVR	9938-902719-9475 Druid Hill Park Neighborhood Access - Reserve	9938-901719-9474 Druid Hill Park Neighborhood Access - Active
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This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1167, Task #5 to Rummel, Klepper & Kahl, LLP.

MINUTES

Office of the State's Attorney - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with the Community Mediation Program, Inc. The period of the MOU is July 1, 2012 through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$40,000.00 - 6000-602513-1150-118400-603026

BACKGROUND/EXPLANATION:

The Baltimore City State's Attorney Office has been in partnership with the Community Mediation Program, Inc. for over seven years.

The mission of the Community Mediation Program, Inc. is to reduce interpersonal conflict, community violence and animosity by increasing the use of non-violent conflict resolution strategies and by making mediation more accessible in Baltimore City.

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 memorandum of understanding with the Community Mediation Program, Inc.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Condemnation</u>			
1. Honey, LLC	2110 Ashland Ave.	G/R	\$ 1,600.00
			\$240.00

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

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

MINUTES

Mayor's Office of Human Services (MOHS) - Agreements

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

1. **ST. BERNARDINE'S ROMAN CATHOLIC CONGREGATION, INC./ST. BERNARDINE'S HEAD START PROGRAM** **\$1,131,116.00**

Account: 4000-486313-6051-516410-603051

The organization will provide Head Start services for 191 children and their families in Baltimore City. A two month advance of \$224,257.00 was approved by the Board on June 27, 2012. The total contract amount is \$1,355,373.00.

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

MBE: Time Printers, Inc. \$ 500.00 0.04%

The provider requested and was granted a waiver of the balance of the MBE/WBE goals. Of the total amount of \$1,355,373.00, \$1,245,692.00 are for items that are proprietary and non-segmentable. The goals were set on the non-exempt amount of \$109,681.00.

2. **MORGAN STATE UNIVERSITY/MORGAN STATE HEAD START PROGRAM** **\$1,569,462.00**

Account: 4000-486313-6051-554000-603051

The organization will provide Head Start services for 224 children and their families.

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

MBE: Sutherland Data Products, \$1,500.00 0.10%
Ltd.

MINUTES

MOHS - cont'd

WBE: Rudolph's Office & Computer \$2,000,00 0.13%
Supply, Inc.

The provider requested and was granted a waiver of the balance of the MBE/WBE goals. Of the total amount of \$1,569,462.00, \$1,522,003.00 are for items that are proprietary and non-segmentable. The goals were set on the non-exempt amount of \$47,459.00.

The agreements are late because of a delay in receiving the Notice of Grant Award from the Department of Health and Human Services, Administration for Children and Families, the notice was received July 10, 2012.

MWBOO FOUND VENDORS IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned agreements. The President **ABSTAINED** on item nos. 1 and 2.

MINUTES

Health Department (BCHD) - Agreements, Grant Agreements, and an
Amendment to Agreement

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

AGREEMENTS

1. **JOHNS HOPKINS UNIVERSITY (JHU)** **\$113,350.00**
EXPANDED HIV TESTING (EHT)

Account: 4000-499012-3030-513201-603051

The JHU's EHT will complete 2,500 rapid HIV tests; ensure the provision of HIV test results to all patients; and provide post-test prevention counseling for all patients newly diagnosed with HIV infection. The JHU will also link all patients to medical care; offer prevention services for patients newly diagnosed with HIV infection and comply with all HIV testing, reporting, and documentation requirements as required by the Centers of Disease Control and Prevention (CDC), the Maryland Infection Disease and Environmental Health Administration, and the Baltimore City Health Department.

2. **JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 87,868.00**
NEEDLE EXCHANGE PROGRAM (NEP)

Account: 5000-521113-3041-000000-603051

The JHU will provide a research coordinator to oversee the implementation of the wound care program/study on the NEP mobile units which will include collecting and analyzing data, and writing various grant proposals to sustain the project indefinitely. The duties will include coordinating, the NEP volunteer program; special activities and events, presenting community risk reduction services focusing on human trafficking in Baltimore, and other related duties.

MINUTES

Health Department - cont'd

3. **JOHNS HOPKINS UNIVERSITY (JHU)** **\$211,093.00**
STD SURVEILLANCE

Account: 4000-422512-3030-271513-603051

The JHU will be emphasizing surveillance and data management. The Surveillance Manager and the Epidemiologist will complete all the reports required for internal management, external funding agencies, as well as responding to custom queries.

MWBOO GRANTED A WAIVER.

4. **BALTIMORE COUNTY DEPARTMENT** **\$ 25,000.00**
OF AGING (BCDA)

Account: 5000-536012-536012-3044-273300-404001

This agreement with the BCDA will allow the BCHD Office of Aging & Care Services to provide potential sponsors for inclusion in the 2013 Edition of the Regional Community Resource Directory. The period of the agreement is effective upon Board approval for up to four years.

5. **FAMILY AND CHILDREN'S SERVICES** **\$ 187,459.00**
OF CENTRAL MARYLAND, INC./
HENRY WATSON CHILDREN'S AID SOCIETY

Account: 5000-535413-3044-273300-607001

The organization will provide case management services to a maximum of 200 clients residing in Baltimore City.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

CASE MONITOR AGREEMENTS

The Maryland State Department of Health and Mental Hygiene (DHMH) is designated as the single State agency to administer all aspects of the Maryland Medical Assistance Program. The Health Department has an agreement with the DHMH to participate in the program as the case monitoring agency and to contract with Case Monitor/s who will supervise personal care services to eligible recipients.

The Case Monitors will exercise independent professional judgment and carry professional liability insurance. The Case Monitors will be independent contractors and not employees of the City.

The Case Monitors will be responsible for establishing a plan of personal care for each eligible recipient assigned to them in Baltimore City, unless otherwise indicated. The Case Monitors will make home visits at least once every 90 days, maintain clinical records, consult with each client's personal physician and other providers in order to develop a care plan, and perform other related duties.

The maximum number of assigned cases per individual Case Monitor per month at any time is 75, unless a waiver is received.

	<u>Case Monitor</u>	<u>Rate of Pay</u>	<u>Amount</u>
6.	JACQUELINE S. GAUGHAN, R.N.	\$45.00 per case 125 cases	\$ 67,500.00

Account: 4000-426213-3110-606200-603018

MINUTES

Health Department - cont'd

<u>Case Monitor Name</u>	<u>Rate of Pay</u>	<u>Amount</u>
7. ALLA KAPLAN, R.N.	\$45.00 per case 150 cases	\$ 81,000.00
Account: 4000-426213-3110-606200-603018		
8. NATHAN NETWORKS, INC.	\$45.00 per case 100 cases	\$ 54,000.00
Account: 4000-426213-3110-606200-603018		
9. M. HELENE ROEHM, R.N.	\$45.00 per case 110 cases	\$ 59,400.00
Account: 4000-426213-3110-606200-603018		
10. TRULIFE HEALTH SERVICES, LLC	\$45.00 per case 225 cases	\$ 121,500.00
Account: 4000-426213-3110-606200-603018		
11. TRULIFE HEALTH SERVICES, LLC	\$55.00 per case 100 cases	\$ 66,000.00
Account: 4000-426213-3110-606201-603018		

The services will be provided in Montgomery County.

MWBOO GRANTED A WAIVER BASED UPON THE HEALTH DEPARTMENT'S REPRESENTATION THAT THERE IS AN URGENT NEED TO AWARD THE CONTRACT. GOING FORWARD, MBE AND WBE GOALS WILL BE PLACED ON ALL CASE MONITORING CONTRACTS.

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Health Department - cont'd

GRANT TO AGREEMENTS

12. **GOVERNOR'S OFFICE OF CRIME CONTROL & PREVENTION (GOCCP)** \$ 50,000.00

Account: 5000-518713-3160-308000-405001

The GOCCP will provide grant funds for the City Health Department for the Operation Safe Kids Court program. The program is a problem-solving court model that targets juvenile justice system youth who are on probation and at-risk of out-of-home placement. The program supports intensive monitoring, case management, and a regular court review hearing on a separate docket within the Baltimore City Juvenile Court.

13. **THE ABELL FOUNDATION** \$ 60,000.00

Account: 6000-626613-3080-292300-406001

The Health Department will use the grant funding to conduct activities to reduce teen births. Young people will have access to age appropriate and evidenced-based health education, clinical services, and purposeful community engagement to help teens grow as civic leaders.

The agreements are late because of the delays in the administrative review process.

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

MINUTES

Health Department - cont'd

AMENDMENT TO AGREEMENT

14. **FAMILY LEAGUE OF BALTIMORE** **\$ 476,265.00**
CITY, INC. (FLBC)

Account: 6000-421012-3080-294600-603051

On February 15, 2012, the Board approved the original agreement with the FLBC for the B'More for Healthy Babies Program, in the amount of \$1,209,690.00, for the period July 1, 2011 through June 30, 2012. This amendment will increase funding by \$476,265.00, making the total amount \$1,685,555.00. All other terms and conditions of the agreement will remain unchanged.

AUDITS REVIEWED AND HAD NO OBJECTION.

APPROVED FOR FUNDS BY FINANCE

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. 1, 2, and 3.

MINUTES

Health Department - Agreements

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

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM

- | | | |
|----|---|----------------|
| 1. | MAYOR'S OFFICE OF HUMAN SERVICES/
NORTHERN COMMUNITY ACTION AGENCY | \$ 0.00 |
| 2. | MAYOR'S OFFICE OF HUMAN SERVICES/
SOUTHERN COMMUNITY ACTION AGENCY | \$ 0.00 |

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

The agreements are late because they were just signed and returned to the Health Department.

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

MINUTES

Health Department - Cooperative Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a cooperative grant agreement with the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for HIV, Viral, Hepatitis, Sexually Transmitted Diseases, and TB Prevention. The period of the grant agreement is September 30, 2012 through September 29, 2014.

AMOUNT OF MONEY AND SOURCE:

\$313,506.00 - 4000-421713-3030-271500-404001

BACKGROUND/EXPLANATION:

The Baltimore City STD Control Program will implement a health intervention to reduce the risk of alcohol-exposed pregnancy among female patients. The purpose of this counseling intervention is to improve the use of family planning services and to decrease the problem drinking behavior among women of childbearing age in order to prevent alcohol-exposed pregnancy.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the cooperative grant agreement with the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center.

MINUTES

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the purchase of gift cards for incentives for the Operation Safe Kids Program.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$ 200.00	-	20 Red box @ \$10.00 ea.
1,000.00	-	20 Stop, Shop & Save @ \$50.00 ea.
1,000.00	-	20 Target gift Cards @ \$50.00 ea.
750.00	-	75 GameStop gift cards @ \$10.00 ea.
990.00	-	66 Best Buy Store gift cards @ \$15.00 ea.
500.00	-	20 Forever 21 gift cards @ \$25.00 ea.
1,000.00	-	100 Subway Restaurant gift cards @ \$10.00 ea.
495.00	-	66 AMC (movie passes) @ \$7.50 ea.
500.00	-	10 AMC (entertainment cards) @ \$50.00 ea.
500.00	-	20 Family Dollar gift cards @ \$25.00 ea.
500.00	-	50 Boston Market gift cards @ \$10.00 ea.
<u>495.00</u>	-	33 Hot Skates gift cards @ \$15.00 ea.

\$7,930.00 - 5000-518613-2130-308000-604051

BACKGROUND/EXPLANATION:

The incentive cards will be distributed to youth in the Office of Youth Violence Prevention/Operation Safe Streets Program as a way of rewarding them for achievements such as progress in school, compliance with court ordered mandates, etc. They will be given to youth to help with their living situation such as purchase of hygienic products, clothing, etc. as needed.

The Health Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for 1) a single means of procuring all incentive cards through the Board of

MINUTESHealth Department - cont'd

Estimates; 2) the documentation of each incentive card and its recipients; 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and; 4) periodic internal reviews of programs' activity vis-à-vis the internal policy, which are to be shared with the Department of Audits. This policy has been reviewed by both the Solicitor's Office and the Department of Audits. Consistent with the original Board of Estimates approval, all requests for payment for the above incentive cards will be subject to the Department of Audits' approval.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized the purchase of gift cards for incentives for the Operation Safe Kids Program.

MINUTES

Department of Finance/Office - FY 2013 Renewal of All Sports
of Risk Management Interscholastic Accident and All
Sports Activity Insurance Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the All Sports Interscholastic Accident and All Sports Activity Insurance Policy for the Baltimore City Public School System for the 2012-2013 school year. The period of the renewal is effective on August 15, 2012 for one year.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the renewal of the All Sports Interscholastic Accident and All Sports Activity Insurance Policy for the Baltimore City Public School System for the 2012-2013 school year.

MINUTES

Department of Finance/Office - Renewal of 2013 Flood Coverage
of Risk management

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of 2013 flood coverage with Harleysville Mutual for 2609 Leahy Street. The period of the coverage is effective August 27, 2012 for one year.

AMOUNT OF MONEY AND SOURCE:

\$5,736.00 - 2043-000000-1450-162900-063014

BACKGROUND/EXPLANATION:

On September 13, 2003, heavy rain from hurricane Isabel caused flooding and inundated the Fire Boat Station at 2609 Leahy Street with 3' of flood water. A claim was made with FEMA and Public Assistance reimbursement was obtained. The distribution of FEMA Public Assistance is contingent upon securing and maintaining flood coverage.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the renewal of the All Sports Interscholastic Accident and All Sports Activity Insurance Policy for the Baltimore City Public School System for the 2012-2013 school year.

MINUTES

Department of General Services - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 1533 Druid Hill Avenue	Housing Authority of Baltimore City	One handicap ramp 15'5" x 5'3"
Flat Charge: \$ 70.30		
2. 2007 Eastern Ave.	Chezzie Realty, Inc.	One bracket sign 1.41' x 2.16' One flat sign 10' x 2'
Annual Charge: \$87.90		
3. 6-8 W. Cross St.	West Cross Street, LLC	Outdoor seating 15'5" x 4'7"
Annual Charge: \$337.50		
4. 4601 Liberty Heights Avenue	Mayor and City Council	Service connection two 4" ducts @ 45 linear feet
Annual Charge: \$315.00		
5. 1359 Hull Street	Bernard J. Sledz, LLC	Egress stairway 18' x 4'
Annual Charge: \$234.40		
6. 3147 Keswick Road	Nancy E. Welsh	One set of steps 10' x 3'
Flat Charge: \$35.20		

MINUTES

DGS - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
7. 1 E. Chase Street	Belvedere Real Estate, LLC	Outdoor Seating 70' x 5'
Annual Charge: \$4,117.50		
8. 500 E. North Ave.	Byong Wook An	One awning 2.6' x 14', one awning 2.6' x 19'
Annual Charge: \$180.18		
9. 3500 Boston Street	Harbor Enterprise Center, LLC	One single face electric sign 3.83' x 7.66'
Annual Charge: \$140.60		

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

MINUTES

Department of General Services (DGS) - Community Energy Savers Grant

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a community energy savers grant agreement with the Foundation for Baltimore Leadership School for Young Women.

AMOUNT OF MONEY AND SOURCE:

\$25,125.00 - 9916-913900-9197

BACKGROUND/EXPLANATION:

The Department has received an award from the Energy Efficiency and Conservation Block Grant Program from the U.S. Department of Energy for facility upgrades and retrofits that will significantly improve energy efficiency in facilities operated by Baltimore City non-profits organizations. The DGS Energy Division and the Department of Planning Office of Sustainability have worked in collaboration to solicit and review "Energy Saver" applications from Baltimore non-profits for use of these funds. The Foundation for Baltimore Leadership School for Young Women's application was approved by the review committee for proposed energy efficiency upgrades. The total project cost is \$65,875.00. The Foundation for Baltimore Leadership School for Young Women is leveraging \$40,750.00 (62%) of the project cost.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(FILE NO. 55403)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the community energy savers grant agreement with the Foundation for Baltimore Leadership School for Young Women.

MINUTES

Department of General Services - Amendment No. 1 to Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to the consultant agreement with AECOM Technical Services, Inc. (AECOM). The amendment extends the period of the agreement through October 05, 2012.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On October 05, 2011, the Board approved the original contract with AECOM to assist the City in developing its Climate Action Plan. The process is guided by a task force with the input of working groups and a public town hall meeting.

The Department of General Services is requesting a no-cost extension through October 05, 2012 to complete the final report and recommendations.

MBE/WBE PARTICIPATION:

MBE: Bithgroup Technologies, Inc.	\$25,000.00	17.99%
WBE: Sahara Communications, Inc.	\$ 7,500.00	5.40%

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of General Services - cont'd

(FILE NO. 57150)

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 1 to the consultant agreement with AECOM Technical Services, Inc. The Comptroller **ABSTAINED.**

MINUTES

Office of the President - City Council Page Program Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the City Council Page Program agreement with the Professional Development and Training Center, Inc. d/b/a The Citizenship Law Related Education Program. The period of the agreement is effective upon Board approval through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$13,500.00 - 1001-000000-1000-104800-603026

BACKGROUND/EXPLANATION:

The Professional Development and Training Center, Inc. will recruit, train, and provide stipends for selected candidates and ongoing support for the City Council Page Program. High school students go through a screening process where they are interviewed and selected based on their interest in Baltimore City Government and the legislative process. The Professional Development and Training Center, Inc. will also manage the training of participating City Council staff, and other necessary program elements. The Office of the City Council President will promote and support the program while inviting four high school students to participate in the program.

The overall structure of the program will remain the same from previous years. The students will be linked with a single advisor, who will act as the student's primary supervisor and mentor. Program participants will be given the opportunity to learn about City government and interact with significant public officials.

Baltimore City youth will have a chance to strengthen their self confidence, develop leadership skills, and learn from positive role models. Programs like the City Council Page Program are essential in taking kids off the streets and getting them involved in productive activities which will enable them to flourish academically, socially, and emotionally.

MINUTES

Office of the President - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the City Council Page Program agreement with the Professional Development and Training Center, Inc. d/b/a The Citizenship Law Related Education Program. The President **ABSTAINED.**

MINUTES

Department of Public Works/ - Ratification of Services and
Computer Center (DPW) Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to ratify services and approve the expenditure of funds to pay Highlander Contracting Company, LLC.

AMOUNT OF MONEY AND SOURCE:

\$450.00 - 1001-000000-1982-192500-603026 (Invoice #12-061-01)
200.00 - 1001-900000-1901-191300-603005 (Invoice #12-084-01)
\$650.00

BACKGROUND/EXPLANATION:

The expenditure of funds will pay Highlander Contracting Company, LLC for outstanding invoices for services rendered.

The DPW-IT Section used Highlander Contracting Company, LLC to install Data/Voice Installation for two separate locations for phone and computer. These items were procured on an Expenditure Authorization (EA) as the DPW was not aware that the vendor had a City of Baltimore contract for these items. Invoices were submitted and could not be paid on an EA. Therefore, the Department is requesting that the outstanding invoices, in the amount of \$650.00, be paid to Highlander Contracting Company, LLC.

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

UPON MOTION duly made and seconded, the Board ratified the services rendered and approved the expenditure of funds to pay Highlander Contracting Company, LLC.

MINUTES

Bureau of Water and Wastewater - Payment of Invoice

ACTION REQUESTED OF B/E:

The Board is requested to approve the payment of Invoice No. 02018 for fiscal year 2012 from the Baltimore Metropolitan Council, Inc. (BMC).

AMOUNT OF MONEY AND SOURCE:

\$22,118.00 - 2071-000000-5181-399800-603026
(Water Utility Funds)

BACKGROUND/EXPLANATION:

The BMC is governed by the City and the five surrounding counties, and provides coordination and staff support for the program. The invoice is for the City's contribution towards the cost-share for BMC's work on this effort during FY 2012 and in support of BMC's Reservoir Program Coordinator position.

The Reservoir Watershed Management Program is a cooperative program developed by the City of Baltimore, local municipal governments, and key state agencies to monitor water quality trends in the three metropolitan water-supply reservoirs. The program promotes regulatory policies and actions, which will protect the water-supply reservoirs, address emerging new technical issues involving the reservoirs, and comment on land-use trends, local government policies, utility plans, and proposed land-use decisions in the watersheds that could affect one or more of the three City-owned drinking water reservoirs.

MINUTES

Bureau of Water and Wastewater - cont'd

The fundamental goal of the program is to ensure that the three reservoirs and their respective watersheds will continue to serve as sources of high-quality raw water for the Baltimore metropolitan water-supply system. Other goals address future loadings to the reservoirs of phosphorus, sediment, bacteria, sodium, and chlorides; reducing the risk of contamination by hazardous materials; and promoting beneficial patterns of land use in the three reservoir watersheds.

This request is submitted late because the invoice was originally submitted to the Budget Bureau as per the past procedure. However, there was a miscommunication in how the payment should be processed. Recently, the Department of Public Works learned that the invoice was outstanding, and therefore, submitted it for approval by the Board.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the payment of Invoice No. 02018 for fiscal year 2012 from the Baltimore Metropolitan Council, Inc. The President **ABSTAINED.**

MINUTES

Bureau of Water and Wastewater - Amendment No. 4 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 4 to agreement with Rummel, Klepper & Kahl, LLP for Project 1086R, Urgent Need Storm Water Engineer Services.

AMOUNT OF MONEY AND SOURCE:

\$74,171.00 - 1001-000000-5181-390500-603026

BACKGROUND/EXPLANATION:

On February 04, 2009, Rummel, Klepper & Kahl, LLP was awarded an agreement to provide urgent need engineering services to improve the City's storm drain system for the Storm Water Engineering Office for a period of 42 months or until August 4, 2012. Due to the emergency complaints on I-83, Rummel, Klepper & Kahl, LLP at the request of Baltimore City Storm Water Engineering Office, asked to investigate, assemble emergency design documents, and provide construction inspection service during the construction phase of repairing I-83.

The Storm Water Engineering Office is requesting an increase of \$74,171.00 in the upset limit of the agreement for Project 1086R to pay for the repairs to I-83. This increase will make the total contract amount \$824,171.00.

MBE/WBE PARTICIPATION:

The consultant will continue to comply with all terms and conditions of the MBE/WBE program in accordance with Baltimore City Code, Article 5, Subtitle 28.

MINUTES

Bureau of Water and Wastewater - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved amendment no. 4 to agreement with Rummel, Klepper & Kahl, LLP for Project 1086R, Urgent Need Storm Water Engineer Services. The President **ABSTAINED.**

MINUTES

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

The Board is requested to approve a refund of real property taxes for Mr. Jerome S. Powell, Claimant.

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

<u>Claimant</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
1. JEROME S. POWELL	4119 Kathland Avenue	2011/2012	\$2,039.23*

*October 1, 2011 - June 30, 2012.

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

Mr. Powell filed his application on June 28, 2012.

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

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a traffic mitigation agreement with Columbus School, Limited Partnership.

AMOUNT OF MONEY AND SOURCE:

\$9,500.00 - 9950-909608-9508-000000-490375

BACKGROUND/EXPLANATION:

Columbus School, Limited Partnership proposes to convert a vacant 43,237 sq. ft. site area, The Columbus School building, located at 2000 East North Avenue into 50 apartments.

Under the terms of this agreement, Columbus School, Limited Partnership agrees to make a one-time contribution in the amount of \$9,500.00 to fund the City's multimodal transportation improvements in the project's vicinity.

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 traffic mitigation agreement with Columbus School, Limited Partnership.

MINUTES

Department of Transportation - Extension/Relocation Contract

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an extension/relocation contract with the BGE. The period of the contract is effective upon Board approval for 90 days.

AMOUNT OF MONEY AND SOURCE:

\$9,922.00 - 9950-909826-9508-900020-706063

BACKGROUND/EXPLANATION:

On January 25, 2012, the Board approved the award of TR 10019, the Department's construction contract for the Hopkins Plaza Renovation. The project included the removal of the pedestrian bridge over Baltimore Street and the associated south stair tower within Hopkins Plaza. As the stair tower structure housed electrical and irrigation equipment for the Plaza, provisions were included in the construction contract to relocate the equipment into an abandoned bathroom in the Down Under Garage, by way of a Right-of-Entry Agreement with the Down Under Garage owners, which was approved by the Board on November 9, 2011.

This agreement and funds are for the BGE's efforts to relocate their electrical service from the stair tower down to the new mechanical-electrical room. The subject electrical service is under the administration of the Department of Recreation and Parks.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the extension/relocation contract with the BGE.

MINUTES

Department of Transportation (DOT) - Ratification Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to ratify services and approve an expenditure of funds to pay Airband Communications, Inc.

AMOUNT OF MONEY AND SOURCE:

\$3,600.00 - 1001-000000-5011-694700-603026

BACKGROUND/EXPLANATION:

This expenditure of funds will pay Airband Communications, Inc. for wireless services that were provided to three DOT maintenance facilities. Airband Communications, Inc. was not procured according to City standards. However, the company acted in good faith and has provided service to the maintenance facilities. The DOT has terminated all services with this vendor, but owes \$3,600.00 for outstanding invoices for services rendered.

The DOT regrets the error and has taken appropriate steps to ensure that future purchases are properly processed.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified the services rendered and approved the expenditure of funds to pay Airband Communications, Inc.

MINUTES

Baltimore City Fire Department - Memorandum of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of agreement with the Maryland Emergency Management Agency (MEMA). The period of the agreement is October 01, 2011 through September 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$10,500.00	-	4000-459912-2121-604900-404001
<u>2,625.00</u>	-	<u>1001-000000-2121-604900-404001</u>
\$13,125.00		

BACKGROUND/EXPLANATION:

The Hazardous Materials Emergency Preparedness grant funds are provided to increase State and local effectiveness in safely and efficiently handling hazardous materials accidents and incidents, enhance implementation of Emergency Planning and Community Right-to-Know Act of 1986, and encourage a comprehensive approach to emergency training and planning.

The memorandum of agreement is late because of changes at MEMA and the changes requested by the Law Department.

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 memorandum of agreement with the Maryland Emergency Management Agency.

MINUTES

Baltimore City Fire Department - Employee Expense Report

ACTION REQUESTED OF B/E:

The Board is requested to approve the employee expense report for Derrick Lamont Ready for the month of April 2012.

AMOUNT OF MONEY AND SOURCE:

\$240.48 - 1001-000000-2133-228200-604014

BACKGROUND/EXPLANATION:

In April 2012, Mr. Ready attended the National Emergency Training Center from April 16 - 27, 2012 for executive leadership training. The cost of the meal ticket for the training was \$240.48. This request is late because Mr. Ready could not find the receipt.

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 employee expense report for Derrick Lamont Ready for the month of April 2012.

MINUTES

Department of Housing and Community Development (DHCD) - Amendment to Land Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the amendment to the land disposition agreement (LDA) for the sale of the property located at 1609 N. Castle Street to the Southern Baptist Church, Inc., developer.

AMOUNT OF MONEY AND SOURCE:

\$8,000.00 - Purchase price

BACKGROUND/EXPLANATION:

On December 7, 2011, the Board approved an LDA with the Southern Baptist Church, Inc. for certain parcels located in the Broadway East urban renewal area. Southern Baptist Church, Inc. will construct a 56-unit senior citizen apartment building and community center to be known as the Mary Harvin Transformation Center.

This amendment to the LDA amends the conditions precedent to settlement and the settlement schedule and adds 1609 N. Castle Street to Schedules A, B and D. The DHCD is requesting approval of this amendment to the LDA because of the tremendous benefits of this project to the community, which includes the creation of 56-units of senior housing, elimination of long-term blighting conditions, stabilization of the community, construction job opportunities and a substantial increase in property values. All other terms and conditions of the original LDA remain unchanged.

MINUTES

DHCD - cont'd

In accordance with the City's appraisal policy, as approved on May 27, 2009, two appraisals were obtained for the acquisition of 1609 N. Castle Street. The DHCD has determined the fair market value of 1609 N. Castle Street to be the appraised value of \$6,500.00. The purchaser will pay \$8,000.00 for 1609 N. Castle Street.

MBE/WBE PARTICIPATION:

Southern Baptist Church, Inc. will purchase the properties for fair market value and will receive no City funds or incentives for the purchase or rehabilitation, therefore MBE/WBE is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement for the sale of the property located at 1609 N. Castle Street to the Southern Baptist Church, Inc.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition agreement with Ms. Norma Daly, for the sale of the property located at 826 N. Broadway.

AMOUNT OF MONEY AND SOURCE:

\$4,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in 826 N. Broadway to Ms. Daly. The purchase price of \$4,000.00 will be paid at the time of settlement.

Ms. Daly will purchase the vacant row house known as 826 N. Broadway from the City for renovation and rehabilitation into three apartments. The property is located within and will be redeveloped in accordance with the Gay Street I Urban Renewal Plan. The purchase price and improvements to the site will be financed through private funding sources.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE VALUE DETERMINED BY THE WAIVER VALUATION PROCESS:

In accordance with the City's appraisal policy, the waiver valuation process was used in lieu of an appraisal. The DHCD has determined that the price of the property as \$5,000.00 using available real estate data. The sale of the property at a price below the price determined through the use of the waiver valuation process will eliminate blight, create jobs during reconstruction and the property will be re-occupied and returned to the tax rolls.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION

The developer will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation, therefore MBE/WBE participation is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Ms. Norma Daly, for the sale of the property located at 826 N. Broadway.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition agreement with Natasha Ringgold, for the sale of the property located at 716 Lennox Street.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - Purchase Price payable at the time of settlement

BACKGROUND/EXPLANATION:

The property will be converted into a residential dwelling for home ownership.

The property will consist of a total rehabilitation of a vacant building. The developer intends to use the property at 716 Lennox Street (Block 3443, Lot 088) as her personal residence.

Once transferred and redeveloped, the property will be active on the tax rolls of Baltimore City thereby preventing tax abandonment. The Developer will be using FHA 203K Loan, Vacants to Value Award, Healthy Neighborhood Award, City Employee Benefit and Live Baltimore Award for the acquisition and rehabilitation of the property. Documentation of the Developer's financial capacity has been provided.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE VALUE DETERMINED BY THE WAIVER VALUATION PROCESS:

In accordance with the City's appraisal policy, the waiver valuation process was used in lieu of an appraisal. The price for this property is valued at \$16,000.00 and will be sold for \$10,000.00. The following factors are present: 1) stabilizing

MINUTES

DHCD - cont'd

the immediate community; 2) elimination of blight, and 3) economic development, creation of jobs, real estate and other taxes. Comparable used to substantiate the sales price of 716 Lennox Street are 2229 Brookfield Avenue, 806 Newington Avenue, and 2473 Callow Avenue.

MBE/WBE PARTICIPATION:

It should be noted that 716 Lennox Street is not subject to Article 5, Subtitle 28 of the Baltimore City Code because the property will be sold for less than \$25,000.00 therefore, MBE/WBE is not applicable.

UPON MOTION duly made and seconded, the land disposition agreement with Natasha Ringgold, for the sale of the property located at 716 Lennox Street was **WITHDRAWN**.

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 (LDA) for the sale of the property located at 1207 Myrtle Avenue to Mr. Michael Simms, Jr., developer.

AMOUNT OF MONEY AND SOURCE:

\$9,550.00 - Purchase price

BACKGROUND/EXPLANATION:

The City may dispose of the property by virtue of Article II, Section 15 of the Baltimore City Charter, and one or more of the following: (i) Article 13, 2-7 (h)(2)(ii)(c).

The project will consist of the conversion of this vacant property into a single-family homeownership unit. The developer plans to invest between \$10,000.00 - \$25,000.00 into the project.

The sale of the property will generate a considerable amount of revenue in the form of real estate property taxes to the City of Baltimore. Once transferred and redeveloped, the property will be active on the tax rolls of Baltimore City.

The property will be sold for \$9,550.00. The price determined by the Waiver Valuation Process was \$7,000.00.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

It should be noted that 1207 Myrtle Avenue is not subject to Article 5, Subtitle 28 of the Baltimore City Code because the property will be sold for less than \$49,999.00.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement for the sale of the property located at 1207 Myrtle Avenue to Mr. Michael Simms, Jr.

MINUTES

Department of Housing and - Interagency Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an interagency agreement with the Department of Recreation and Parks. The period of the agreement is effective upon Board approval through December 31, 2012.

AMOUNT OF MONEY AND SOURCE:

\$9,700.00 - 9910-909827-9588

BACKGROUND/EXPLANATION:

In 2007, the State legislature passed the Maryland Education Trust Fund - Video Lottery terminals legislation (2007 SB 3), which provides slots revenue funding to the City for a period of 15 years to support community and economic development in the Pimlico area. Under the terms of the legislation, 25% of the revenue received must be allocated to census tracts that are within a one-mile radius of the Pimlico Racetrack. The funds are to be used primarily for capital purposes benefitting economic and community development.

In Fiscal Year 12, a total of \$148,475.00 was available for the one-mile radius: \$111,356.00 was allocated to the Northwest Community Planning Forum: \$22,271.00 was allocated to the Northwest Community Roundtable: and, \$14,848.00 was allocated to Coldspring Newtown. Under the terms of the State legislation, the City is required to prepare a spending plan in consultation with a Local Development Council, which in the Pimlico area is the Pimlico Community Development Authority. Based on public input, three projects were recommended for funding, one of which is improvements to the public areas of the Coldspring Newtown community.

MINUTES

DHCD - cont'd

The community's open space currently includes an asphalt labyrinth, an open field, and an informal walking path through a bird sanctuary. The community is working with the Department of Recreation and Parks to identify future uses and improvements for each of these spaces and how they should relate to each other.

The first phase of these efforts consists of improvements to the bird sanctuary and the walking path, as well as to upgrade the community's primary space. Erosion and overgrown brush have made accessing these amenities difficult, thereby, limiting its use. The funds will be used to remove the overgrown plant material, widen entrances to make them more accessible, and re-grade eroded areas. The funds will also be used to replace an existing neighborhood identification sign located at the intersection of Greenspring Avenue and Springarden Lane.

MBE/WBE PARTICIPATION:

Recipients of City funds are required to comply with Article 5, Subtitle 28-64 of the Baltimore City Code (2000 Edition). In accordance with the foregoing, the above referenced requirements may be waived by the Department as follows: (a) In general - A contracting agency may waive the utilization requirements for a specific contract as provided in this section: (b) Sole Source - The Agency may waive the utilization requirements if, with the advice of the Minority and Women's Business Opportunity Office, it finds that (1) needed goods or services are available only from a sole source: and (2) the prospective contractor is not currently disqualified from doing business with the City.

APPROVED FOR FUNDS BY FINANCE

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
\$9,700.00	9910-905962-9587	9910-909827-9588
State - Slots Funding	Northwest Neigh- borhood Improve. Reserve	Dept. of Recreation & Parks - Prop. V: Coldspring Newtown Open Space Improve- ments

This is a transfer of appropriations in accordance with the Ordinance of Estimates for FY 2012 to support this project located within the census tracts that are within a one-mile radius of the Pimlico Racetrack with funds received from FY12 Video Lottery Terminal (Slots) Revenue Spending Plan Proposal V: Coldspring Newtown.

CORRESPONDENCE WAS RECEIVED FROM MS. KIM TRUEHEART.

AS MS. TRUEHEART INTERESTS ARE NOT SPECIFIC AND DIFFERENT FROM OTHER MEMBERS THE GENERAL PUBLIC, MS TRUEHEART'S QUESTIONS WILL NOT BE ANSWERED BY THE BOARD. THE AGENCY THAT SUBMITTED THE ITEM WAS REQUESTED TO RESPOND DIRECTLY TO MS. TRUEHEART.

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

MINUTES

Police Department - Grant Agreements, Grant Adjustment Notice
and Amendment to Agreement

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

GRANT AGREEMENT

1. **GOVERNOR'S OFFICE OF CRIME CONTROL & PREVENTION (GOCCP)** **\$187,565.00**

Account: 5000-599313-2013-688600-600000

The grant funds from the GOCCP will be used for Department's Sex Offender Management and Compliance Program which tracks the compliance of local sex offenders who are required to register/re-register with the Maryland Sex Offenders Registry. The funds will provide financial support for the Department's Sex Offender Registry Unit and its support staff to work in an overtime capacity. The funds will also be used to procure the necessary equipment needed to prevent the future victimization of the City's children and ultimately decrease the rate of recidivism. The period of agreement is July 1, 2012 through June 30, 2013.

2. **BON SECOURS COMMUNITY WORKS** **\$ 26,490.00**

Account: 4000-417312-2042-220000-600000

The organization was awarded \$129,991.00 from the Department of Justice through the Weed and Seed Program. The Weed and Seed Program is a Federal anti-crime program that includes community and police partnership. The organization has agreed to compensate the Police Department for overtime in designated areas in Southern and Southwest Districts. The period of the agreement is effective upon Board approval through August 30, 2012.

MINUTES

Police Department - cont'd

GRANT ADJUSTMENT NOTICE (GAN)

- | | | |
|---|----|------|
| 3. GOVERNOR'S OFFICE OF CRIME
CONTROL & PREVENTION (GOCCP) | \$ | 0.00 |
|---|----|------|

Account: 4000-470612-2252-248100-600000

On January 18, 2012, the Board approved acceptance of the grant agreement for the 2011 Baltimore Police Department's Lethality Assessment Project. The grant funds provide for officers who are responding to domestic calls an additional tool to evaluate the potential danger to domestic violence victims. The grant fund provides salary support for a full-time Project Coordinator, a part-time Data Entry Assistant, equipment, and operating expenses.

This GAN from the GOCCP is for the STOP Violence Against Women Program. The GAN is a no-cost time extension which extends the award period end date from September 30, 2012 to December 31, 2012. All other terms and conditions of the agreement will remain unchanged.

AMENDMENT TO AGREEMENT

- | | | |
|---|----|-----------|
| 4. MARYLAND EMERGENCY MANAGEMENT
AGENCY (MEMA) | \$ | 59,234.35 |
|---|----|-----------|

Account: 4000-471112-2023-212600-600000

On February 1, 2012, the Board approved the agreement with MEMA for the FY 2011 Port Security Grant Program in the amount of \$28,200.00. This amendment no. 1 will increase the funds by \$59,234.35 making the total amount \$87,434.35. All other terms and conditions of the original agreement will remain unchanged.

MINUTES

Police Department - cont'd

APPROVED FOR FUNDS BY FINANCE

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

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

MINUTES

Parking Authority of Baltimore City - Ratification and
Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to ratify the services and approve an expenditure of funds to pay invoices from Landmark Parking, Inc. for staffing of the JFB Parking Lot during the months of February, March, April, and May of 2012.

AMOUNT OF MONEY AND SOURCE:

	<u>Month</u>	<u>Invoices</u>
\$ 5,291.14 - 2076-000000-2321-254300-603026	Feb.	LPI19244
5,219.70 - 2076-000000-2321-254300-603026	Mar.	LPI1042
4,986.34 - 2076-000000-2321-254300-603026	April	LPI1056
3,805.24 - 2076-000000-2321-254300-603026	May	LPI1072
\$19,302.42		

BACKGROUND/EXPLANATION:

The Parking Authority of Baltimore City (PABC) negotiated the lease of a portion of the JFB lot with MAPS and obtained the approval of the Board on December 12, 2007. As part of the lease agreement, proper staffing and security is provided on the lot to secure the spaces for MAPS members. The staffing provided by Landmark Parking, Inc. is assigned to enforce the terms of the lease agreement.

Landmark Parking, Inc. continued to staff the JFB Lot for the Parking Authority for the months of February 2012, March 2012, April 2012, and May 2012, although the staffing agreement approved by the Board on February 11, 2009 had expired on August 31, 2011.

The invoiced expenses are for continued staffing of the JFB Lot, by Landmark Parking, Inc., for the months mentioned above. These expenses were budgeted for the garage and would have been accrued regardless. A new two-year staffing agreement, beginning July 01, 2012, has been approved by the Board.

MINUTES

Parking Authority of Baltimore City - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(FILE NO. 55987A)

UPON MOTION duly made and seconded, the Board ratified the services rendered and approved an expenditure of funds to pay invoices from Landmark Parking, Inc. for staffing of the JFB Parking Lot during the months of February, March, April, and May of 2012.

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:

3266 - 3300

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. 2, 3, 4 and 5.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

1. B50002251, Citywide		\$1,800,000.00
Police Requested		
Towing Services	Frankford Towing, Inc.	\$ 200,000.00
	Frankford Towing, LLC	\$ 200,000.00
	Frankford Towing	\$ 200,000.00
	Associates LLC	
	Ted's Towing Service	\$ 200,000.00
	Inc.	
	Berman's Towing 1 LLC	\$ 200,000.00
	Berman's Towing 2 LLC	\$ 200,000.00
	Berman's Towing 4 LLC	\$ 200,000.00
	Mel's Towing & Service	\$ 200,000.00
	Center, Inc.	
	Universal Towing LLC	\$ 200,000.00

(Department of Transportation)

MBE/WBE PARTICIPATION:Frankford Towing, Inc.

MBE: Chaudhry Towing Co., Inc.	7.5%
JJ Adams Fuel Oil Co., LLC	<u>2.5%</u>
Total	10.0%
 WBE: Baltimore Auto Supply Co.	0.25%
CC Press Net, Inc.	<u>2.75%</u>
Total	3.00%

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RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases - cont'dMBE/WBE PARTICIPATION: - cont'dFrankford Towing, LLC

MBE: Chaudhry Towing Co., Inc.	7.5%
JJ Adams Fuel Oil Co., LLC	<u>2.5%</u>
Total	10.0%

WBE: Baltimore Auto Supply Co.	0.25%
CC Press Net, Inc.	<u>2.75%</u>
Total	3.00%

Frankford Towing Associates, LLC

MBE: Chaudhry Towing Co., Inc.	7.5%
JJ Adams Fuel Oil Co., LLC	<u>2.5%</u>
Total	10.0%

WBE: Baltimore Auto Supply Co.	0.25%
CC Press Net, Inc.	<u>2.75%</u>
Total	3.00%

Ted's Towing Service Inc.

MBE: Chaudhry Towing Co., Inc.	7.5%
JJ Adams Fuel Oil Co., LLC	<u>2.5%</u>
Total	10.0%

WBE: Baltimore Auto Supply Co.	0.25%
CC Press Net, Inc.	<u>2.75%</u>
Total	3.00%

Bermans Towing 1 LLC

MBE: Millennium Auto Part & Towing Service	10.00%
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WBE: Sinclair Operation Co., Inc.	3.00%
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MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases - cont'dBermans Towing 2 LLC

MBE: Millennium Auto Part & Towing Service	10.00%
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WBE: Sinclair Operation Co., Inc.	3.00%
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Bermans Towing 4 LLC

MBE: Millennium Auto Part & Towing Service	10.00%
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WBE: Sinclair Operation Co., Inc.	3.00%
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Mel's Towing & Service Center, Inc.

MBE: Chaudhry Towing Co., Inc.	7.5%
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JJ Adams Fuel Oil Co., LLC	2.5%
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Total	10.0%
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WBE: Baltimore Auto Supply Co.	0.25%
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CC Press Net, Inc.	2.75%
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Total	3.00%
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Universal Towing LLC

MBE: JJ Adams Fuel Oil Co., LLC	10.00%
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WBE: Tote-It, Inc.	3.00%
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MWBOO SET GOALS AT 10% MBE AND 3% WBE.

MWBOO FOUND VENDORS IN COMPLIANCE.

PROTESTS WERE RECEIVED FROM AARON'S TOWING, JIM ELLIOTT'S TOWING, CHERRY HILL TOWING II, AUTO BARN TOWING INC., AUTO BARN TOWING I, LLC, AUTO BARN TOWING I, LLC, AUTO BARN TOWING II, LLC, AUTO BARN TOWING III, LLC, McDEL ENTERPRISES, INC. AND RIFKIN, LIVINGSTON, LEVITAN & SILVER, LLC., ON BEHALF OF BERMAN'S TOWING.

THE PROTEST FROM BERMAN'S TOWING WAS WITHDRAWN.

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President: "The first item on the non routine agenda can be found on Pages 54 to 56, Item no. 1, Citywide Police Requested Towing Services. Will the parties please come forward? I will be calling you in order."

Mr. Krus: "Tim Krus Acting City Purchasing Agent. This is the award of Solicitation B50002251, Citywide Police Requested Towing Services for \$1.8 million dollars. Twenty four bids were received, three bids were found non-responsive by Law, eleven bids were found non compliant by the Minority and Women's Business Opportunity Office and one bid did not meet zoning regulations. This bid is a recommendation of award to nine successful bidders including seven different certified MBE and WBE firms. This marks uh -- several achievements in towing solicitation for the City. It is the first time that Police Requested Towing has been competitively bid. We achieved market based pricing for these services and hope to save almost a million dollars. We have the first participation by certified MBE and WBE firms. All firms are properly licensed, insured

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with compliant vehicles, properly zoned facilities, drivers having passed drug and alcohol screening tests and background checks, and because this is a competitive procurement, all bidders are compliant with various and City initiatives, including Living Wage, Youth works and Employ Baltimore."

President: "Thank you. Aaron Towing will be the first one."

Mr. Lauer: "Mr. President, Madam Mayor, Madam Comptroller."

Deputy Comptroller: "Could you please state your name for the record. State your name, please."

Mr. Lauer: "Pardon me."

Deputy Comptroller: "State your name please."

Mr. Lauer: "My name is Fred Lauer. I am representing Auto Barn. Mr. President, Madam Mayor, Madam Comptroller, members of the Board of Estimates I don't envy your position today. You have been handed a mess by the bureaucrats. Ask them how nine companies can handle covering the entire City of Baltimore, even though they just said to you that the minority and WBE requirements were met. Ask them how about the three current

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minority and WBE companies that are out as a result of this bid. Ask them and they are going to say this is a good bid and they've said that because the City is making more money. The City is going to make \$45.00 rather than \$20.00 on each tow. But, ask them how much delay in terms of City traffic, City problems, picking these tows up the 14,000 that are in this bid. Ask them how much that's going to cost the City. You have my memorandum and the City goals in this were pretty clear. The City says we want more minority and WBE. They didn't reach that goal. They failed. They failed. There's one company that is a certified MBE, three of them as I've said have gotten cut, Aaron's, McDels and Cherry Hill. They've gotten cut through this process, so, we really have only three companies. Further, another goal is that they get there in 20 minutes. That was in the in the proposal, clearly in the proposal, two different sections that I mentioned in my memorandum. They can't do it. If you look at the locations of most the towers, or all the towers you are going see that they are in northeast Baltimore

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and northwest Baltimore out of the nine. How are they going to get to south Baltimore? How are they going to get to Curtis Bay? How are they going to get to Locust Point in 20 minutes? This price in the bid is too low. It's too low, and even though we are fighting for scraps here with the City and the City gets a lot more money, that's great. I can tell you now that I would bet you that there is going to be a request for an increase in a very short period of time. I know that the bids got all the ways of doing that and everything else I read through all of that. But, at \$95.00 per tow, \$95.00 what are you going to do if the market rate is \$140.00 and you get a call from the Police Department for a tow and you get a call from a private person, you are making zero if if -- pennies as we've said in our memorandum. What are you going to do? Are you going to send it to the City tow or are you going it to send to the private tow where you are making \$50.00, \$40.00 or \$50.00 which is the market rate. I think that answer is pretty clear. I think that answer is pretty clear. There are irregularities in the bidding

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process; we mentioned those that's my third point here. One bidder was given six days advance notice of an item. After the question and answer period was over with. Six days before that answer became public, that's not what the question and answer period is for. Question and answer period is for someone to ask a question, it be posted --all bidders to be able to see that, and it wasn't until, if you look at my memorandum item number three, wasn't until six days later that that was posted, if anyone wanted to look at that. People that are going to testify before you today and that have submitted protests, one of them, Miss Edy is not here, I don't think. They've been working with this City for a number of years; many years. They serve the whole City, you have cut them out. You have cut them out through the technicalities and procedural kinds of things in this bid. You were handed a mess. You were handed a mess and I would like you each to ask yourselves when they testify is this fair? Are we going to meet the City's goal of having all tows picked up in 20 minutes? Are we going to meet the MBE require-

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ments and is it fair to the towers or are we really setting ourselves up for a bump later on for there are really three towers, three towers; got this bid, not nine. Five are associated with one company, three are associated with another company, and one is associated is independent; three. Is that fair? Is that what you wanted to do with this bid? I think the answer is no. I would think that the Board should roll this up in a ball and throw it back to the bureaucrats and say, 'look, we want a bid when it comes in with more towers not less towers.' We want a diverse bid that has more minorities and WBE's, not less and we want a bid that gives a fair profit to the towers so that we are not setting this up for an increase over a period of time'. Thank you very much."

President: "Thank you."

City Solicitor: "If I could just clarify one thing Mr. Lauer. If you responded to the call from the Council President for the protest by Aaron's Towing, but you are in fact representing Auto Barn Tow. Is that right?"

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Mr. Lauer: "Auto Barn. Yes. I did reference Aaron's Towing when I was speaking."

City Solicitor: "But you are speaking on behalf of Auto Barn in your protest."

Mr. Lauer: "That's correct."

City Solicitor: "Okay. Thank you."

Mr. Lauer: "That's correct, Mr. Solicitor."

President: "Okay. Well, the first one was Aaron's Towing and that's so --."

Mr. Lauer: "Oh I'm sorry; I thought you said Auto Barn."

President: "No, I said --."

Mr. Lauer: "I apologize."

President: "No I said Aaron's Towing."

City Solicitor: "I would --."

President: "I thought you were representing both of them."

Mr. Lauer: "No, I am not and Aaron's is not here are they? No."

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President: "Okay. Auto Barn. Do you want to respond?"

City Solicitor: "Well, he just I'm sorry--"

Mr. Krus: "Just in general, I would like to point out that we did have 24 firms bid on this proposal and we have every reason to expect that those winners and their subs plan to perform according to the requirements in this proposal."

President: "Okay."

Mr. Krus: "As far as the question and answering tab in CitiBuy is concerned, the last question that was posted by the buyer was 16 days prior to the actual opening of bids, which was extended on April the 25th until May the 9th. So, there was ample opportunity for all potential bidders to read those additional questions and answers."

President: "Okay. Auto Barn anybody from Auto Barn going to testify or you did it?"

Mr. Lauer: "I don't think so, I'm speaking on their behalf."

Mr. Chairman there are others protestants."

President: "Cherry Hill Towing."

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City Solicitor: "Mr. President, are we going to act on the protests as of when they have been presented which Auto Barn now has? I thought we were going to hear them and then --."

President: "Okay."

City Solicitor: "act on the protests as representations were made and while the presentations were fresh in my mind."

President: "Okay we can do that."

City Solicitor: "I would offer a Motion to deny the protest of Auto Barn Towing and the various entities under that umbrella."

Director of Public Works: "Second."

President: "All those in favor say AYE. All opposed NAY. The Motion carries."

City Solicitor: "So you want to call --."

President: "Cherry Hill."

City Solicitor: "So you want to call Aaron's?"

President: "Cherry Hill."

City Solicitor: "So you want to call Aaron's Towing?"

President: "They are not here."

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Mr. Krus: "They're not here, Mr. Solicitor."

City Solicitor: "Okay."

President: "Cherry Hill."

Mayor: "In case they're running late."

Ms. Showalter: "Hi, my name is Ginger Showalter--"

President: "Can you talk into the mic?"

Ms. Showalter: "Ginger Showalter, owner of Cherry Hill Towing. I just thought it was unfair that the women minority didn't get a chance you know. That we were just ruled out and I would really like to get a chance to do the towing. I just think it is unfair."

Mr. Krus: "Tim Krus, acting City Purchasing Agent. We clearly made every effort to include women and minority participation on this solicitation. Each successful bidder came in with at least two certified minority and women business enterprises and as I pointed out initially, this is the first time that we've been able to achieve this in a towing bid."

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President: "George."

City Solicitor: "I would just say before making a Motion to the MBE and WBE Towing firms there is additional towing work that's going to be bid, significant additional work over the next few months. If you are not certified as an MBE or WBE and I don't what your particular situation is but generally speaking if you are not certified and you want to be able to participate as a certified sub or tower you should do that before the next round of bidding comes up. I would MOVE to deny the protest of Cherry Hill Towing."

Director of Public Works: "Second."

President: "All those in favor say AYE. All opposed NAY. The Motion carries." "Uh -- Jim Elliott's Towing."

Mr. Persing: "Hi, I would like to read from my memo."

Comptroller: "State your name."

Mr. Persing: "My name is Phil Persing with Jim Elliott's Towing. We are a medallion tower. I am here protesting the RFP of what this will do to the City of Baltimore Towing companies, minority

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towing companies and their employees. Some of the medallion companies that currently tow for Baltimore City are third generation companies that have helped and aided the City in all aspects of the light duty, heavy duty, snow emergency route towing, floods whatever the City needed it was one phone call was made and it was taken care of. Right now there are ten medallion companies, seven owners, four of which are minority owned, two WBE/MBE. Approximately 18 months ago a process started to have a company oversee medallion towing companies and dispatch the calls to the companies. That company was going to overcharge the City for auction cars and Transportation opted to cancel it. About six months ago a new RFP was introduced to bring in City certified MBE/WBE companies. The purpose of this RFP was also to be a money generator for Baltimore City. The cost of a tow to the City impound is approximately \$140.00. The max the RFP would allow was \$95.00 netting the City a profit of approximately \$45.00 per vehicle. That now the City resident or insurance company has to pay. On the due date of April 25,

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2012, the RFP became public, not one City certified MBE or WBE applied. The week of August 10, Transportation made its decision on what companies met and complied with RFP rules and off of that list there were six companies that did not win the bid, four of which are minority owned. Of these six companies that currently tow for Baltimore City, they employ approximately 50 people that will now be out of a job, have to file for unemployment in an economy that already has major employment issues. There will be six less companies doing business in Baltimore City, paying taxes, owning property due to this RFP. Now, during the second RFP process the Towing Association from Medallion Towers presented the City and Transportation an option to bring on two or three new MBE or WBE companies along with the current medallion towers as a suggestion or option and this option was denied. This would have given the City 6 to 7 minority companies out of 13 licensed City towing services. I don't think the City wants to put six businesses out business, un-employing approximately 50 people, lose a huge tax base, more

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vacant buildings in an economy that is already suffering. If 50 people lose their jobs that's approximately \$960,000.00 a year in unemployment. The City is going to make approximately \$900,000.00 of this RFP. I cannot see this RFP work being worth the entire heartache that will come in layoffs, people cannot pay their bills, have children support, pay their rent or mortgage. Before any decision is made, I think there has to be another option in a way to accomplish what the City, the City of Baltimore and Transportation wants to do and keep 50 jobs safe and 6 more business going in Baltimore City in a tough economy. As I said earlier, there are ten medallion towers. The new RFP is cutting that into half, five medallion towers; only three owners, cutting six towers, four of which are minority owned and bring on one new minority tower. Transportation plans to do this work with half the force it has now, put four minority companies out of business and somehow plan to get the service they have for the past 20 plus years with half the equipment, manpower, missing approximately 70 pieces of towing equipment.

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They are also giving 95% of the towing to two owners, instead of diversifying they are monopolizing. Right now you have diversity with ten companies. If you change you're going to a monopoly. Hypothetically, if one of the two larger companies buy out the smaller minority company which has happened, what do you have? One of the major premises of the RFP and the MBE requirements if this happens you will not have one MBE or WBE participating on this contract. In the RFP it states the City has the right to acquire services needed if current companies could not do the job. If that happens after the RFP is approved there will not be enough companies in the City with the equipment or manpower that will be able to do the job. They will be out of business. The City right now has these services at no charge to them and if their services are put out of business the City could have some real issues if there were major storm or catastrophe. The City has the services of the current medallion tow companies provide to the City of Baltimore right now are extremely valuable. This RFP will be a complete

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detriment to the City if they lose these jobs, equipment and manpower they have right now. Someone has to step up and see this for what it is. There is no benefit -- financial benefit to the City is 50 jobs are lost. There is no WBE or MBE benefit either, since there are no WBE or MBE that applied. Someone has to save these jobs and business that are so crucial to the City and economy. On August 10th, the results of the winning bidders were posted online at 4:10 p.m. On Monday, August 13, I called Mr. Bolu for a debriefing as it stated online. He told me there is no debriefing until after the Board of Estimates votes on the RFP. Mr. Bolu then told me to call Tim Krus, the Purchasing Agent, he could further explain. Mr. Krus returned my phone call, that was a conference call with Mr. Bolu and explained that under no circumstances could the Bureau of Purchases reveal mistakes in our RFP. That it was a City policy debriefing was uh - that it was the City Policy that debriefing was after the Board of Estimates on Wednesday. I explained how could we make changes or correct our RFP after the Board of Estimates and we did not know our mistakes uh - what our mistakes were and again

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he said it could not be revealed. So, after I spoke to Mr. Krus I spoke to Paula Protani from Frankford Towing and she said she spoke to Mr. Bolu earlier and he told her what her mistake was, it was a form that was notarized. I said I just spoke Mr. Bolu and Mr. Krus and they told me under no circumstances could they tell me. I then called Mr. Krus explained that Mr. Bolu told Frankford Towing the mistakes in the RFP. He said he had to talk to Mr. Bolu and he would call back. Mr. Krus called back a few minutes later and explained to me that Jim Elliott's Towing was an MBE or WBE issue and that Frankford's Towing issue was not a form notarized and that it was okay to give information out over the phone. Mr. Krus made it very clear to me that no information could be given until after the Board of Estimates meeting. I would like to know how certain information is allowed to go to certain companies that has been approved for the RFP but the information to the companies that did not win the bid is excluded until after the Board of Estimates approves our RFP. What line has been crossed here? Why are there certain

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exceptions? There are serious issues and discriminations that this information is being given to companies that that won the bid. In my opinion the Transportation severely compromised the RFP by giving their information to a company that won the bid and not the companies who did not. In the original bid there is fair competition clause, the issues that are going on here are in no way fair; benefit only the companies that won the bid. What other information was given to certain companies and held from others. We have gone from seven company owners, three minority owners to what Transportation is proposing two company owners and one new minority. I thought today's society and economy a major city is to promote not only business in a City but minority ownership. I have been to two pre-bid meetings and one of the main focuses has been MBE and WBE participation and Employ Baltimore and how these requirements of the RFP are a main focal point. The City is requiring 10% MBE and 3% WBE participation for this RFP, but Transportation is eliminating two MBE's and two WBE's out of seven business owners. That's

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over 50%. What sense does this make? This is a -- If this RFP is approved, the towing in Baltimore City will be a monopoly. Transportation will be eliminating all but two large companies and one small minority who will get limited work due to the size of the larger companies. We were also told that we have to meet with Employ Baltimore before a winning bidder can secure payment. This RFP will be unemploying more than 50 people. Where's the logic? On CitiBuy the Q & A asked a question asked by a city medallion tower, question 62 states "As the City knows the market value for a tow job in this area is approximately \$160.00 for a tow that is picked up and dropped off at another location with no delay in time. How does the City justify a \$95.00 max? What is the City willing to pay for time and driver?" The response from the City employee is quote 'The City is not acknowledging that this is the market value of a tow, we are simply exercising our duty to control price gauging of an unsuspecting citizen that would allow a tower to tow to their shop.' If this is the case, when a car is towed to the City

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yard the unsuspecting citizen that is towed to the City yard will now be gauged out of approximately \$45.00. If the City is so concerned about the citizen why is this practice being condoned by a city employee in the Q & A? Will the citizen or insurance company consider this price gauging? In closing, this RFP leaves a lot to be desired. The practices with the Bureau of Purchases revealing information to one company who won the bid and not the company that did not. The amount of money it will cost the State of Maryland and City of Baltimore unemployment versus the income the RFP is generating is not profitable. There will be a significant amount of minority owners that will be out of business even though this is a minority based contract. The City of Baltimore, company owners and employees will not benefit in anyway. This RFP has to be stopped until Transportation or the City can figure out a way to adhere to the rules, regulations the RFP was originally based on. Thank you."

President: "Thank you."

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Mr. Krus: "Tim Krus. We're not agreeing to the letter of everything that was said in Jim Elliott's response. I did make it clear that our practice is to debrief vendors after the award in the Bureau of Purchases. It is possible for vendors to determine that they have had a problem with compliance with MBE/WBE goals, that debriefing typically occurs after the award. There would nonetheless, be no opportunity to rectify any of these problems prior to award in our normal procedures."

Mr. Corey: "Good morning Mr. President, members of the Board. I am Thomas Corey, Chief of the Minority and Women's Opportunity Office. I'd like to respond to the issue that there is MBE and WBE participation on this contract, there is. We set goals on the contract to ensure that there is participation on each and every contract at the subcontract level. The goals are set to increase subcontractor participation but we have no way of controlling what the participation would be at the prime level. At present, there are only three companies certified by our office as towers. Any of the other companies that are referred

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to in the protest that we just heard may or may not be minority owned. You are an MBE or WBE only after the City has vetted you and determined that you are an MBE or WBE company, and as I said before there were only three that are certified by our office, one of those three is acting as a sub on a couple of these contracts that are up for award today."

Mr. Persing: "There are no -- let me get my thoughts straight here, the City certified of the four they are not City certified. That is correct. They are minority owned and woman owned businesses that would be put out of business if this were to go through. When the RFP was first generated again, it was a WBE/MBE based RFP, they were looking to get minorities and women business owners involved. Not one -- out of the three not one applied."

Mr. Corey: "Not one applied to?"

Mr. Pershing: "Not one applied to the RFP."

City Solicitor: "Do you happen to know Mr. Elliot why the -- those MBE's and WBE's who are not certified have chosen not to seek certification?"

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Mr. Pershing: "I've hearsay but --."

City Solicitor: "So then you don't know."

Mr. Pershing: "I don't know."

City Solicitor: "I'm not interested in hearsay."

Mr. Pershing: "No, no."

City Solicitor: "Okay."

President: "Okay. I'll entertain a Motion."

City Solicitor: "MOVE to deny the protest."

Director of Public Works: "Second."

President: "All those in favor say AYE. All opposed NAY. The Motion carries. McDel Enterprises."

Ms. Lewis: "Hi, I'm Deles from McDel. The previous protest that just got denied, there is nothing much more that I can say. The only thing I can say is this is the first time the City has put out a bid for a contract of this section. If this is the first time the City can do that why can't the City help the bidders through the process. We hear through the Department of Transportation on the things they need. The City doesn't

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contact us for any information they need. I've called MBE several times for questions. The answers were not clear. You need guidance if we're going to get these RFP's straight. We can't do it by ourselves. This is the first time I've actually put out a bid. The first time I've actually filled out MBE papers. I did put MBE's and WBE's certified sub contractors on my package, they also were through the list that I've obtained from the City. Other than the fact then yes employees are laid off, yes we will lose our business, all I can say is we need more help to guide us through these systems. Not just for now but in the future for anybody putting in a bid, and as well I would like to say congratulations to the awards that are given out."

City Solicitor: "And I would just if I may just repeat what I said earlier which is, there is going to be additional towing business that the City will be advertising for in the next nine months, and I would strongly encourage any MBE's and WBE's who are not now certified to seek and obtain certification and reach

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out again for the guidance that you are talking about so that when those bids go out you can get your bid forms in correctly without the kinds of flaws that unfortunately sometimes result in bids being rejected."

Ms. Lewis: "So, being certified is the only way you can actually get approved then?"

City Solicitor: "Well being certified is the only way you can get the benefit of MBE/WBE requirements. On following the bid process, getting guidance and getting forms in you know that are properly complete and that the package is complete is a separate additional requirement and you should make sure the next time this kind of work goes out that you reach out again to the Purchasing Department and DOT and M/WBE office for guidance in getting the forms filled out correctly."

Mr. Corey: "Mr. President, um one thing that must be pointed out to the protestant here is that once the bids are submitted, we can't give you any kind of guidance. Uh -- Each year the City holds a large program inviting folks to become certified,

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we give instructions on certification. After this meeting today, if there's guidance that's needed for completing our forms we will be more than glad to give it. For this particular contract at the pre-bid meeting we gave instructions on what to do and what not to do in submitting their MBE package. Ah, we'll do that again on the contract coming up and we can give you any kind of guidance, but once the bids are submitted our hands are tied, we cannot give you help because then that gives an advantage to you over some of the other folks."

Director of Public Works: "And also in addition to the request for help, the City has several other resources. The Small Business Resource Center is one, the MBE/WBE MWBOO Office and also you have Boards and Commissions that can help you out. But, like Mr. Corey said, once the bidding process starts there's not much that they can do, but they can help you out now if you are interested in bidding on the other projects."

Mr. Corey: "That's correct."

Ms. Lewis: "I've been in business since 1990, and I've been

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through SBA Small Business Associations. I've been through people that can help you with proposal packages. Three times I got turned down because I was in an upside down business. That was my answer."

President: "I entertain a Motion."

City Solicitor: "Move to deny the protest."

Director of Public Works: "Second."

President: "All in favor say AYE. All Opposed NAY. Motion carries. Have Aaron's Towing got here yet? Okay."

City Solicitor: "Then I'll deny that protest as not supported by oral presentation."

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

City Solicitor: "Move to approve the procurement recommended by the Department of Purchasing, Bureau of Purchasing."

Director of Public Works: "Second."

City Solicitor: "As submitted. I think we've heard from every protestant, am I right?"

President: "Did we hear from --?"

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Mayor: "Come up. Yes, yes you're right."

President: "All in favor say AYE. All opposed NAY. The Motion carries. The Chair acknowledges Councilman Curran, and before Councilman comes, I want to recognize Councilman Pete Welsh who has joined us as well."

Councilman Robert Curran: "Thank you Mr. President and Honorable members of the Board of Estimates. I believe that Uh -- Mr. President, Madam Mayor know my history with towing issues in the Baltimore City Council uh -- the majority legislations since I've been on the council 1995, the Resolutions and Ordinances I've been the lead sponsor and with the help of you Mr. President and you Madam Mayor, as Council President at the time, we passed the Ordinance to forbid the acts of uh -- predatory towing practices in the City of Baltimore. If that would have been adhered to back several years ago, the incidences up in North East Baltimore with Freedman Tussy Towing Company wouldn't have happened. But, with your help Madam President -- Madam Mayor and Mr. President that legislation was passed, but no member of the Board knows of

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my interaction with towing than Colonel Foxx obviously over the years. I do have a statement I'd like to submit to the Board. The Bureau of Purchases today issued recommendations for the new contract for towing services in Baltimore City. This step was the culmination of a two-year open and transparent process to restructure medallion program. Police towing was first initiated in Baltimore City in the 1950's, and it was not until 1975 that the medallion program was established. The medallion program brought order to the "wild west" of towing in Baltimore City and today marks another step forward. There will now be increased MBE/WBE participation in towing services in Baltimore City, which was not always the case. Every responsive bidder in this process received an award. Some towers, it should be noted, will be losing significant percentages of their tows and conducting tows at reduced rates. I am confident that today's agreement will help improve our system of municipal towing, will ensure increased MBE/WBE participation and will strike a further

MINUTES

blow to predatory towing practices in Baltimore City. Thank you
Mr. President."

President: "Thank you Councilman Curran."

* * * * *

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- | | | | |
|----|---|-------------------------------|--------------|
| 2. | B50002455, 18"
Pratt Flanged
Butterfly Valves | Ferguson Enterprises,
Inc. | \$114,999.92 |
|----|---|-------------------------------|--------------|

(Department of Public Works,
Bureau of Water & Wastewater)

MWBOO GRANTED A WAIVER.

- | | | | |
|----|---|-------------------------------|--------------|
| 3. | B50002465, Water
Meter Expansion
Connectors | Ferguson Enterprises,
Inc. | \$300,000.00 |
|----|---|-------------------------------|--------------|

(Department of Public Works,
Bureau of Water & Wastewater)

MWBOO GRANTED A WAIVER.

- | | | | |
|----|----------------------------------|----------------------|--------------|
| 4. | B50002456, Pipe
Repair Clamps | Smith - Belair, Inc. | \$ 50,000.00 |
|----|----------------------------------|----------------------|--------------|

(Department of Public Works,
Bureau of Water & Wastewater)

MWBOO GRANTED A WAIVER.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

5. B50002491, Sodium Southern Ionics, Inc. \$144,000.00
Bi-sulfide

(Department of Public Works,
Bureau 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>
---------------	------------------------	--------------------

Bureau of Purchases

- | | | |
|--|-------------|---------|
| 1. HICKORY INTERNATIONAL DBA | | |
| BALTIMORE TURF EQUIPMENT | \$27,684.00 | Low Bid |
| Solicitation No. B50002498 - Gravely Pro Turn 260 or City | | |
| Approved Alternate - Department of General Services - Req. No. R589759 | | |

The period of the award is effective upon Board approval for one year.

- | | | |
|--|-------------|-------------|
| 2. SYTECH CORPORATION | \$30,170.00 | Sole Source |
| Solicitation No. 08000 - Phone Investigation System Annual | | |
| Maintenance - Police Department - Req. No. R610057 | | |

Sytech is the developer and sole distributor for the required system upgrade.

- | | | |
|--|-------------|-----------------|
| 3. MARYLAND SADDLERY, INC. | \$30,000.00 | Selected Source |
| Solicitation No. 06000 - Mounted Unit Custom Saddles and | | |
| Equipment - Police Department - Req. No. R609091 | | |

Unique local capacity to serve specific custom requirements of the Police Department's Mounted Unit including oversized saddles and equipment, custom fitting, and on-site saddler.

- | | | |
|---|-------------|---------|
| 4. BLACKBAUD, INC. | \$10,296.25 | Renewal |
| Solicitation No. 08000 - Software Support and Maintenance - | | |
| Mayor's Office of Employment Development - Req. No. R608887 | | |

On July 11, 2010, the Board approved the initial award in the amount of \$10,296.25. The award contained four 1-year renewal options. On December 9, 2011, the Board approved the first renewal in the amount of \$10,296.25. This renewal in the amount of \$10,296.25 is for the period February 1, 2013 through January 31, 2014, with two 1-year renewal options remaining.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

5. GARDEN STATE HIGHWAY

PRODUCTS, INC.	\$ 50,000.00	Renewal
Solicitation No. B50001162 - Extruded Street Name Signs - Department of Transportation - P.O. No. P510321		

On September 16, 2009, the Board approved the initial award in the amount of \$35,700.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$50,000.00 is for the period October 1, 2012 through September 30, 2013, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

6. NCS PEARSON, INC.	\$38,295.00	Renewal
Solicitation NO. 08000 - On-Line Licenses - Mayor's Office of Human Resources - Req. No. R609577		

On January 11, 2012, the Board approved the initial award in the amount of \$38,073.00. The award contained four 1-year renewal options. This renewal in the amount of \$38,295.00 is for the period September 1, 2012 through August 31, 2013, with three 1-year renewal options remaining.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

7. OLD DOMINION BRUSH

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

On October 29, 2008, the Board approved the initial award in the amount of \$800,000.00. The award contained two 1-year renewal options. On August 17, 2011, the Board approved the first one-year renewal. This final renewal is for the period October 29, 2012 through October 28, 2013.

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.

8. A&A SALES ASSOCIATES, LLC.	\$50,000.00	Renewal
Solicitation No. B50002098 - Steel-Toe Rubber Hip Boots - Department of Public Works - Req. No. R577660		

On October 5, 2011, the Board approved the initial award in the amount of \$44,457.00. The award contained four 1-year renewal options. This renewal in the amount of \$50,000.00 is for the period September 28, 2012 through September 27, 2013, with three 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

9. NATIONAL CAPITAL

INDUSTRIES	\$50,000.00	Renewal
Solicitation No. B50001180 - Revolution Traffic Cones - Departments - Various - P.O. No. P510696		

On September 16, 2009, the Board approved the initial award in the amount of \$46,440.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$50,000.00 is for the period September 29, 2012 through September 28, 2013.

MWBOO GRANTED A WAIVER.

10. ROBNET, INC.

MIDWEST MOTOR SUPPLY d/b/a KIMBALL MIDWEST	\$ 0.00	Renewal
Solicitation No. B50001103 - Automotive Hardware: Fasteners, Nuts & Bolts, Etc. - Department of General Services - P.O. Nos. P510825 and P511343		

On October 21, 2009, the Board approved the initial award in the amount of \$2,500,000.00. The award contained two 1-year renewal options. This renewal is for the period November 1, 2012 through October 31, 2013, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

11. VERIZON BUSINESS

SERVICES	\$ 0.00	Ratification and Term Order
Solicitation No. 08000 - Replacement of Equipment for 911 Center and Lease and Maintenance of Enhanced 911 Customer Premise Equipment - Police Department - P.O. No. P513704		

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases - cont'd

On June 16, 2010, the Board approved the initial award in the amount of \$2,089,600.00. The award contained three 1-year renewal options. On June 8, 2011, the Board approved a renewal in the amount of \$250,000.00. Due to administrative error, the contract expired on June 15, 2012 with three 1-year renewal options remaining. It is requested that the contract be ratified for the period June 16, 2012 through August 14, 2012 and to award a term order for the period August 15, 2012 through June 15, 2013 under the same terms and conditions as the original agreement.

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. INNOVYZE,	\$ 22,872.50	Ratification/
INC.	13,723.50	Term Order/
	<u>106,342.00</u>	Agreement
	<u>\$142,938.00</u>	

Solicitation No. 08000 - Software Maintenance and Support Agreement - Department of Public Works, Bureau of Water and Wastewater - Req. No. R592101

The vendor is the original software developer and sole provider of software licenses, maintenance, and support for InfoWorks CS software, used for modeling and mapping of the sewerage systems. This is required to meet the provisions of the Consent Decree. An award is recommended to this vendor on a sole source basis.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

The Bureau of Water and Wastewater originally procured the software on September 1, 2005 through the Contract Administration Office of the Department of Public Works and the annual software maintenance had been renewed via sole source purchase orders between 2008 and 2011. The contract expired on December 31, 2011, however the vendor continued to provide services to meet the City's needs. The vendor also began a new corporate policy of standardizing renewal expiration dates of January 15th regardless of the expiration date for the previous year. A ratification was required due to the extensive period of reconciliation on the agreement terms between the City's Law Department and the vendor's legal team. It is requested that the expenditure from January 15, 2012 through August 14, 2012 be ratified and that a term purchase order be approved under the terms and conditions negotiated by the City and the vendor per the submitted agreement.

The Board is requested to approve and authorize execution of a software maintenance and support agreement with Innovyze, Inc. The period of the agreement effective upon Board approval for one year with four 1-year renewal options. The period of the ratification is January 15, 2012 through August 14, 2012. The period of the term order is August 15, 2012 through January 15, 2013.

The estimated contract amount includes the four 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>
---------------	------------------------	--------------------

Bureau of Purchases

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

(FILE NO. 55986A)

Department of General Services

- | | | |
|--|-------------|---------|
| 13. CITIROOF CORPORATION | \$45,310.00 | Low Bid |
| IC 552 - Water Maintenance Yard Roof Replacement and Related Work, 2947 Washington Blvd. | | |

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, ratifications, term orders, agreements, and extensions. The President **ABSTAINED** on item no. 12.

MINUTES

Mayor's Office of Economic - Parking Study Report-West side
& Neighborhood Development

ACTION REQUESTED OF B/E:

The Board is requested to approve funds to support a comprehensive parking study of downtown's West side.

AMOUNT OF MONEY AND SOURCE:

\$20,000.00 - 9904-903796-9127

\$10,000.00 - 2075-000000-5800-406700-603026

BACKGROUND/EXPLANATION:

On June 18, 2012, Lexington Market, Inc. entered into an agreement with Sabra Wang & Associates to conduct a comprehensive parking study of downtown's West side. The impetus for this study was to provide more quantifiable data on existing and future parking supply and demand, as well as on-street and off-street management strategies to support the parking needs of institutions, businesses, residents and visitors to the neighborhood.

The West side parking study will be supported by the following entities:

- Parking Authority of Baltimore City - \$10,000.00
- Lexington Market, Inc. - \$20,000.00
- Mayor's Office of Economic & Neighborhood Development - \$20,000.00
- University of Maryland Baltimore - \$20,000.00

A request letter from Lexington Market Inc. along with a copy of the consultant's proposed scope of services is submitted.

MINUTES

Mayor's Office of Economic & - cont'd
Neighborhood Development

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$20,000.00	9904-904794-9129	9904-903796-9127
General	West side Strategy	West side Parking
Funds	Implementation -	Study - Active
	Reserve	

This transfer will provide funds to support a comprehensive parking study of downtown's West side.

UPON MOTION duly made and seconded, the Board approved the funds to support a comprehensive parking study of downtown's West side. 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

Baltimore Development - McHenry Row Commercial Loan Refinancing Corporation (BDC)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of:

1. An Escrow, Pledge, and Distribution Agreement by and among (a) the Mayor and City Council of Baltimore; (b) Manufacturers and Traders Trust Company; (c) Chesapeake Paperboard Centre, LLC; (d) CPC HT, LLC; (e) CPC Retail, LLC; (f) McHenry Row Holding Company, LLC; (g) CPC Residential, LLC; (h) CPC Parking, LLC; and (i) Great American Life Insurance Company.
2. A Subordination and Intercreditor Agreement by and among (a) the City and City Council of Baltimore; (b) Great American Life Insurance Company; (c) Chesapeake Paperboard Centre, LLC; (d) CPC HT, LLC; (e) CPC Retail, LLC; and (f) McHenry Row Holding Company, LLC.

AMOUNT OF MONEY AND SOURCE:

None

BACKGROUND/EXPLANATION:

Pursuant to a development and financing agreement between the City and Chesapeake Paperboard Centre, LLC and McHenry Row Holding Company, LLC (collectively, the developer), as approved by the Board on August 3, 2010, the City issued \$20,905,000.00 of Parking Revenue Bonds and used the proceeds thereof to purchase two parking garages from the developer located at the McHenry Row Mixed-Use Development Project (the Project)

Pursuant to two Amended and Restated Installment Sale and Operating Agreements between the City and the developer dated November 30, 2010 and March 4, 2011, respectively, the developer has agreed to purchase the parking garages back from the City in

MINUTES

BDC - cont'd

installments equal to the City's principal and interest payments on the Parking Revenue Bonds, and has further agreed to serve as the City's parking garage operator, until such time as the Parking Revenue Bonds are repaid.

The developer is refinancing its commercial construction loan used to finance construction of a portion of the Project. Under the terms of the Development and Refinancing Agreement, the City is required to approve the developer's refinancing transaction.

MBE/WBE PARTICIPATION:

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

CORRESPONDENCE WAS RECEIVED FROM MS. KIM TRUEHEART.

AS MS. TRUEHEART INTERESTS ARE NOT SPECIFIC AND DIFFERENT FROM OTHER MEMBERS THE GENERAL PUBLIC, MS TRUEHEART'S QUESTIONS WILL NOT BE ANSWERED BY THE BOARD. THE AGENCY THAT SUBMITTED THE ITEM WAS REQUESTED TO RESPOND DIRECTLY TO MS. TRUEHEART.

(FILE NO. 57162)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the escrow, pledge, and distribution agreement and the subordination and inter-creditor agreement.

MINUTES

PERSONNEL MATTERS

* * * * *

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

3313 - 3314

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

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

The Mayor **ABSTAINED** on item Nos. 1 and 2.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Mayor's Office</u>		
1. MARY PAT FANNON	\$60.00 (plus \$833.33 for parking, lodging, food and conf. registration)	\$15,833.33

Account: 1001-000000-1250-152900-603018

Ms. Fannon will continue to work as a Senior Advisor for the Mayor's Office of Government Relations. She will be responsible for advising and providing analysis to the Mayor on State legislation, fiscal initiatives and other matters that impact the City during the months of the Maryland General Assembly. Due to the Board of Estimates recess on August 1, 2012, the submittal of this request was delayed. Ms. Fannon's services were needed to provide support during the Maryland Legislative's Special Session which convened last week. The period of the agreement is August 8, 2012 through November 1, 2012.

2. DAVID KNOWLTON	\$35.00	\$63,700.00
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Account: 5000-578711-4711-361880-601009

Mr. Knowlton will work as an Architect for the Capital Development Division. He will be responsible for managing the design and construction phases associated with the renovation of various recreation facilities. His duties will include but not be limited to preparing architectural plans and specifications for various improvements and upgrades at existing recreation facilities, conferring with consultant architects, contractors, municipal agencies and in-house staff on various projects. The period of the agreement is August 24, 2012 through August 23, 2013.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>		
3. EARL L. SAVAGE	\$24.76	\$29,712.00

Account: 5000-578711-4711-361870-601009

Mr. Savage, retiree, will continue to work as an Architect II for the Department of Recreation and Parks. His duties will include but not be limited to preparing contract drawings and specifications for the renovation of recreation centers and park buildings, feasibility studies, field investigation reports, and detailed cost estimates. The period of the agreement is August 23, 2012 through August 22, 2013.

MINUTES**TRAVEL APPROVAL/REIMBURSEMENT**Health Department**APPROVAL**

1. Joyce Arauwou	Nurse Family	DHMH	\$1,202.03
	Partnership Training	Home	
	Denver, CO	Visiting	
	May 7 - 11, 2012	Grant	

REIMBURSEMENT

The subsistence rate for this location is \$215.00 per day. The hotel rate is \$129.00 per night not including occupancy taxes in the amount of \$19.03 per night. The Department prepaid the airfare in the amount of \$400.40 on City issued credit card assigned to Ms. Jaquelyn Duval-Harvey. The reimbursement to Ms. Arauwou is as follows:

Hotel	\$516.00
Occ. Taxes	76.12
Parking	55.00
Meals	<u>154.51</u>
Reimbursement	\$801.63

APPROVAL

2. Elizabeth Gamper	Nurse Family	DHMH	\$1,216.10
	Partnership Training	Home	
	Denver, CO	Visiting	
	May 7 - 11, 2012	Grant	

REIMBURSEMENT

The subsistence rate for this location is \$215.00 per day. The hotel rate is \$149.00 per night not including occupancy taxes in the amount of \$21.98 per night. The Department prepaid the airfare in the amount of \$389.60 on City issued credit card assigned to Ms. Jacquelyn Duval-Harvey. The reimbursement to Ms. Gamper is as follows:

MINUTES**TRAVEL APPROVAL/REIMBURSEMENT**

Hotel	\$596.00
Occ. Taxes	87.92
Parking	53.00
Meals	<u>89.58</u>
Reimbursement	\$826.50

Health Department

3. Sandra Haskett	Nurse Family	DHMH	\$1,257.24
	Partnership Training	Home	
	Denver, CO	Visiting	
	May 7 - 11, 2012	Grant	

REIMBURSEMENT

The subsistence rate for this location is \$215.00 per day. The hotel rate is \$149.00 per night not including occupancy taxes in the amount of \$21.98 per night. The Department prepaid the airfare in the amount of \$400.40 on City issued credit card assigned to Ms. Jacquelyn Duval-Harvey. The reimbursement to Ms. Haskett is as follows:

Hotel	\$596.00
Occ. Taxes	87.92
Parking	45.00
Meals	<u>127.92</u>
Reimbursement	\$856.84

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore Police Department</u>			
4. Kyle E. Gooden	Executive Protection San Diego, CA Aug. 20 - 26, 2012	Gen. Fund	\$1,893.65

The Department is requesting \$158.25 for the cost of a rental vehicle. A rental vehicle is needed to accompany the Mayor for Executive Protection.

AM-240-8

If official City business at the event site will require extensive inspection trips, tours, or other unusual but necessary land travel, the Board of Estimates must approve funds for such expenses in advance of the trip.

TRAVEL APPROVAL AND REIMBURSEMENTMayor's Office of Government Relations

5. Janelle Mummey	Gen. Funds	\$ 157.80
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On June 24 - 27, 2012, Ms. Janelle Mummey attended the Maryland Municipal League's Annual Summer Conference in Ocean City, Maryland. At this conference, Ms. Mummey attended legislative committee meetings, workshops, and seminars relevant to local government. The Department is requesting approval of the travel request and reimbursement to Ms. Mummey in the amount of \$152.08 for mileage, \$3.60 for tolls, and \$2.12 for food.

UPON MOTION duly made and seconded, the Board approved the travel requests and travel reimbursements. The Mayor **ABSTAINED** on item nos. 4 and 5.

MINUTES**PROPOSAL AND SPECIFICATIONS**

1. Department of Transportation - TR 09028, Replacement of Two Howard Street Arch Bridge Bearings
BIDS TO BE RECV'D: 10/03/2012
BIDS TO BE OPENED: 10/03/2012

2. Department of Public Works/ - Bureau of Water and Wastewater - ER 4019R, Environmental East Stony Run Stream Restoration
BIDS TO BE RECV'D: 09/12/2012
BIDS TO BE OPENED: 09/12/2012

3. Department of General Services - GS 11849, P.S. 103 Stabilization
BIDS TO BE RECV'D: 10/03/2012
BIDS TO BE OPENED: 10/03/2012

There being no objections, the Board, UPON MOTION duly made and seconded, approved the Proposals and Specifications to be advertised for receipt and opening of bids on the dates indicated. The President **ABSTAINED** on item no. 2.

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

Prior to the reading of the bids scheduled to be received and opened today, the Clerk to the Board announced that NO ADDENDA were received. There were no objections.

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

Bureau of Purchases

- B50002532, Ford Police
Interceptors-SUV

Apple Ford L/M, Inc.
Winner Ford
Hertrich Fleet Services, Inc.

MINUTES

Bureau of Purchases


- B50002536, Crew Cab Trucks
with a Utility Body

- Criswell Chevrolet, Inc.*
- Brian Hoskins Ford*
- Chapman Auto Group*
- Apple Ford L/M, Inc.
- Chesapeake Ford Truck Sales, Inc.
- Hertrich Fleet Services, Inc.

* UPON FURTHER MOTION duly made and seconded, the Board declared the bid(s) of Criswell Chevrolet, Inc., Brian Hoskins Ford, and Chapman Auto Group **NON-RESPONSIVE** since the since the bid(s) were not accompanied bid deposit check or an annual bid bond as required by the provisions of the City Charter and as set forth in the bid specifications.

* * * * *

There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next scheduled meeting on Wednesday, August 22, 2012.


 JOAN M. PRATT
 Secretary