

## MINUTES

REGULAR MEETING

Bernard C. "Jack" Young, President - **ABSENT**  
Edward L. Reisinger, Vice 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

Pursuant to Article VI, Section 1(c) of the revised City Charter effective July 1, 1996, the Honorable Mayor, Bernard C. "Jack" Young, President, in his absence during the meeting, designated Honorable Edward L. Reisinger, Vice-President, City Council, to represent the Mayor and exercise his power at this Board meeting.

The meeting was called to order by the Vice President.

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**MINUTES**Space Utilization Committee - Transfer of Jurisdiction**ACTION REQUESTED OF B/E:**

The Board is requested to approve the transfer of jurisdiction for the property located at 834 Lemmon Street (Block 254, Lot 82) from the inventory of the Department of Real Estate to the inventory of the Department of Housing and Community Development (DHCD).

**BACKGROUND/EXPLANATION:**

The property listed is a vacant property acquired through tax sale foreclosure by the DHCD. The property is currently awarded through the DHCD's Office of Real Property Disposition's Side Yard Project.

The Space Utilization Committee approved this transfer of jurisdiction at its meeting on October 19, 2010.

**(FILE NO. 56665)**

UPON MOTION duly made and seconded, the Board approved the transfer of jurisdiction for the property located at 834 Lemmon Street (Block 254, Lot 82) from the inventory of the Department of Real Estate to the inventory of the Department of Housing and Community Development.

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

The Board is requested to approve and authorize execution of the following lease agreement with Hyseung Marriage-Song, an artist for Studio 202, in the School #33 Art Center located at 1427 Light Street. The period of the lease is October 1, 2010 through September 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$3,900.00	\$325.00

**BACKGROUND/EXPLANATION:**

The space will be used as an artist's studio. The lessor will be responsible for heat, electricity and water. The lessee will be responsible for insurance on contents, janitorial services, trash receptacles, and internal security.

At the expiration of the original term of the lease, the lessee will have two 1-year renewal options.

The Space Utilization Committee approved the leases at its meeting on October 19, 2010.

**(FILE NO. 56338)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with Hyseung Marriage-Song, an artist for Studio 202, in the School #33 Art Center located at 1427 Light Street.

## MINUTES

CITY COUNCIL BILL:

10-0585 - Sale of Property - 1536 North Caroline Street for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in certain property that is located at 1536 North Caroline Street (Block 1125, Lot 032) and is no longer needed for public use; and providing for a special effective date.

**THE PLANNING COMMISSION RECOMMENDS A CORRECTION TO THE LAST LINE OF THE PROPERTY DESCRIPTION ON LINE 19 OF THE FIRST PAGE OF THE BILL TO STATE: "...CONSTRUCTED BEFORE 1920..." IN LIEU OF "...CONSTRUCTED IN 1920..."**

**ALL REPORTS RECEIVED WERE FAVORABLE.**

UPON MOTION duly made and seconded, the Board approved Bill No. 10-0585 and directed that the bill be returned to the City Council with the recommendation that it also be approved and passed by that Honorable Body. The Vice President **ABSTAINED**. The Comptroller **ABSTAINED**.

## 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:

Blastech Enterprises, Inc.	\$ 25,389,000.00
G & W Trucking Corporation	\$ 801,000.00
Machado Construction Company, Inc.	\$ 8,000,000.00
Mitchell Plumbing and Heating, Inc.	\$ 1,500,000.00
Paniagua's Enterprises, Inc.	\$ 7,560,000.00
Rustler Construction, Inc.	\$ 8,000,000.00
SEH Excavating, Inc.	\$ 3,600,000.00
SGX, Inc.	\$ 1,500,000.00
Star Electric Company, Inc.	\$ 8,000,000.00
Superior Reinforcing, Inc.	\$ 630,000.00
Total Environmental Concepts, Inc.	\$ 8,000,000.00
Traffic Systems, Inc.	\$ 8,000,000.00

2. Prequalification of Prequalification of Contractors

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:

Amawalk Consulting Group, LLC.	Engineer
Ceepeco Contracting, LLC.	Architect Engineer

MINUTES

BOARDS AND COMMISSIONS - cont'd

Environmental Consulting & Technology, Inc.

Engineer

UPON MOTION duly made and seconded, the Board approved  
Prequalification of Contractors and Prequalification of  
Contractors

**MINUTES**

Employees' Retirement - Computer Consulting Services Agreement  
System (ERS)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a computer consulting services agreement with Fed Computer Services, LLC (FCS). The period of the agreement is effective upon Board approval for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$85,000.00 - 6000-604010-1520-169800-605008  
(Not to exceed) - No general funds are involved in this contract.

**BACKGROUND/EXPLANATION:**

In 2007, the Board approved a one-year agreement, renewable for two additional terms, with Enterprise Integration Corporation (EIC). The EIC has forfeited its corporate charter and is no longer authorized to do business in the State of Maryland. The FCS is the sub-consultant on this contract and is intimately familiar with the ERS network, and is uniquely qualified to serve as the ERS Computer consultant for the 1-year period. The FCS was EIC's sub-consultant for the past two years providing prompt and comprehensive service to the ERS. This one year agreement will provide the ERS time to conduct an extensive search for a long term replacement for the EIC.

It is the position of the ERS Board that formal competitive bidding for computer consulting and support services, generally required under Article VI, Section 11 of the Baltimore City Charter, would be inappropriate here inasmuch as no possible advantage would be obtained in seeking a consultant other than the FCS.

MINUTES

ERS - cont'd

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

A PROTEST HAS BEEN RECEIVED FROM THE MARYLAND MINORITY CONTRACTORS ASSOCIATION, INC.

Vice President: "The first item on the non-routine agenda is located on Page 5 and 6, this is the Computer Consulting Services Agreement. Will the parties please come forward?"

City Solicitor: "Before we begin, is anybody here for the protestant? (No Response) Move the approval of the item contained on page 5 through 6."

Vice President: "Okay. Do I have a second?"

Director of Public Works: "Second."

Vice President: "All those in favor say AYE. All those opposed say NAY. The AYE's have it. The Comptroller **ABSTAINED**. Motion carries."

City Solicitor: "Mr. Vice President, why don't we call the other protest by the same group which I think is at page 80 and 81, which are two DHCD items?"

\* \* \* \* \*

CLERK'S NOTE - Please refer to pages 3883-3886 for the DHCD items that were on pages 80-81 of the October 27, 2010 Agenda.



**MINUTES**

Department of Recreation - Grant Adjustment Notice  
and Parks (R&P)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a grant adjustment notice (GAN) from the Governor's Office of Crime Control and Prevention (GOCCP). The GAN extends the period of the grant award through March 31, 2011.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On January 27, 2010 the Board approved acceptance of a grant award from the GOCCP for the implementation of a crime prevention program. The amount of the award was \$104,614.00. Due to a delay in selecting and hiring the personnel to implement the program, the commencement date was delayed. The GOCCP has approved the extension of the end date of the project.

**AUDITS NOTED THE TIME EXTENSION**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant adjustment notice from the Governor's Office of Crime Control and Prevention.

**MINUTES**

Mayor's Office of Employment Development - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the Historic East Baltimore Community Action Coalition, Inc. The period of the agreement is July 1, 2010 through September 30, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$17,359.00 - 5000-501010-6390-475905-603051

**BACKGROUND/EXPLANATION:**

The organization will provide services to at least 75 out-of-school youth, ages 16 to 21 who reside in Baltimore and who are at risk of becoming involved in gangs or violent crimes. Services will include, but are not limited to job readiness preparation, career skills training, employment connections, case management, and recreational and cultural activities.

The agreement is late because of the delay in the receipt of the funding.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution the agreement with the Historic East Baltimore Community Action Coalition, Inc.

**MINUTES**

Department of - Interim Right-of-Way Use Agreement  
General Services

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an interim right-of-way use agreement with NextG Networks Atlantic, Inc. (NextG). The period of the agreement is effective upon Board approval for one year, with a provision for two automatic 90-day extensions.

**AMOUNT OF MONEY AND SOURCE:**

\$200.00 - per pole attachment fee

Account: 1001-000000-2600-174200-400660

**BACKGROUND/EXPLANATION:**

On April 29, 2009, the Board approved an interim right-of-way use agreement, which will expire on October 26, 2010. This interim right-of-way use agreement will allow the company's infrastructure to remain in place and will allow for expansion of the system. The company understands that the approval of the interim right-of-way use agreement does not guarantee a franchise agreement with the City.

The interim right-of-way use agreement will allow NextG to use the public right-of-way to construct, install, maintain, repair, operate, and remove telecommunications facilities for the purpose of providing telecommunication services. For the purpose of this agreement, telecommunication services are defined as the transmission between or among points designated by the user of voice, data, or video, without change in the form or content of the information as sent and received, but specifically excluding cable television (as the term is used in Article II, Section 35A of the Baltimore City Charter).

## MINUTES

Department of General Services - cont'd

The interim agreement is needed by the company for pole connections, wire or wireless infrastructure, antennae, and any other device to radiate, receive or amplify telecommunications, and all related facilities, equipment, fixtures, and structures, excluding erection of new poles in the right-of-way. The company will be required to obtain all necessary permits or approvals before installing facilities. The interim agreement will be replaced by a franchise agreement and ordinance once negotiated and approved by the Board and the City Council.

NextG is a certified provider for telecommunications services by the Maryland Public Service Commission. NextG is a "carrier's carrier", providing telecommunication infrastructure and services to wireless and cellular companies. Under the interim right-of-way use agreement, NextG will install and affix bi- and omni-directional antennae and related appurtenances to City-owned poles and BGE poles in the City's right-of-way.

The equipment is designed to blend into the streetscape. The lower positioning of the antennae allows the system to fill in the gaps in service provided by other cellular and wireless companies, preventing dropped calls and interrupted wireless service. NextG identified 39 City-owned poles located in the downtown area under their existing interim right-of-way use agreement, in consultation with the Department of Transportation staff, which satisfy a specific coverage objective. NextG has identified an additional 13 City-owned poles for new attachments. Under the terms of the interim agreement, the City

## MINUTES

Department of General Services - cont'd

will receive \$100.00 for each NextG attachment to these poles, along with appropriate permit fees.

**MWBOO GRANTED A WAIVER.**

**(FILE NO. 57017)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the interim right-of-way use agreement with NextG Networks Atlantic, Inc. (NextG).

**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 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. 530 S. Hanover St.	Douglas J. Fenneman	Bracing/underpinning 50 linear feet
Flat Charge: \$ 117.20		
2. 1741 Light St.	Adeele Wedemeyer	Outdoor seating 14'x 4'
Annual Charge: \$ 337.50		
3. 184-188 W. Ostend Street	Ostend Street Business Trust	Handicap ramp, steps One ticket Booth 14'
Annual Charge: \$ 338.00		
4. 184-188 W. Ostend Street	Ostend Street Business Trust	2 Service connections 4" conduit @ 178'
Annual Charge: \$1,246.00		
5. 3020 Garrison Boulevard	Wayland Baptist Church, Inc.	2 Service connections 4" Conduit @ 26'
Annual Charge: \$ 182.00		

## MINUTES

DGS - cont'd

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6.	508 Washington Boulevard	Washington Boulevard Association, LLC	Outdoor seating 4' x 3'
	Annual Charge: \$337.50		
7.	614 Water Street k/a 34 Market Place	Market Place Landholdings, LLC	1 Double face electric sign 12' x 2½', 1 flat sign 6' x 66"
	Annual Charge: \$245.20		

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

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

**MINUTES**

Department of General Services - Task Assignment No. 002  
for Project No. 1099J

**ACTION REQUESTED OF B/E:**

The Board is requested to approve assignment of Task No. 002 to Johnson, Mirmiran & Thompson, Inc. (JMT), under Project No. 1099J, Office Support Assistance to the Energy Division.

**AMOUNT OF MONEY AND SOURCE:**

\$ 70,995.49 - 9916-913900-9197-910000-703032  
 17,216.64 - 2030-000000-1890-189301-603018  
17,642.42 - 2051-000000-1980-654800-603018  
**\$105,854.55**

**BACKGROUND/EXPLANATION:**

The JMT will assist the Department's Energy Division and the City's Office of Sustainability with establishing an energy grant program for non-profit agencies, neighborhoods, and small businesses within the City. In addition, the JMT will administer a Climate Action Plan for Baltimore City, investigate the use of green energy alternatives, including bio-fuels to reduce fossil fuel use, and reduce atmospheric pollutant emissions. The JMT will also evaluate opportunities to apply for grant funds, develop grant applications for submission, generate revenue through energy projects, and provide other grant-related and various energy support services, as needed. The grant funds are from the American Recovery and Reinvestment Act of 2009 and possibly other sources.

**MBE/WBE PARTICIPATION:**

**MBE:** RJM Engineering                      \$105,854.55



**MINUTES**

Department of General Services - cont'd

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 002 to Johnson, Mirmiran & Thompson, Inc. (JMT), under Project No. 1099J, Office Support Assistance to the Energy Division.

**MINUTES**Health Department - Agreements, Amendment to Agreement,  
and a Grant Award Agreement

The Board is requested to approve and authorize execution of the various agreements, amendment to agreement, and a grant award agreement. The period of the agreement is July 1, 2010 through June 30, 2011, unless otherwise indicated.

AGREEMENTS

1. **BALTIMORE HEALTHY START, INC.** **\$ 80,200.00**  
(BHSI)

Account: 4000-422811-3080-294286-603051

Under the terms of this agreement, the BHSI will provide a Nurse Practitioner to conduct home and center-based reproductive health services with the intended goal of reducing unintended pregnancies and lengthening inter-pregnancy intervals. The activities of the Nurse Practitioner will complement existing outreach/case management and care coordination services.

The agreement is late because the funds were awarded late in the funding period.

**MWBOO GRANTED A WAIVER.**

2. **BALTIMORE HEALTHY START, INC.** **\$337,600.00**  
(BHSI)

Account: 5000-530011-3080-295000-603051

Under the terms of this agreement, the BHSI will continue to provide case management and health education services to post-partum and inter-conceptual women. In addition, the BHSI will enroll 80 new women in the targeted areas of Forest Park/Walbrook, Dorchester/Ashburton, and Morrell Park/Violetville, with 50 of the women from the Forest Park/Walbrook area.

The agreement is late because it was just completed.

## MINUTES

Health Department - cont'd

3. **AIDS ACTION BALTIMORE, INC.** **\$ 65,000.00**

Account: 4000-418711-3030-274410-603051

The organization will prevent new HIV infections among transgender persons and their partners in Baltimore City. Positive Wellness and Renewal (POWER) provides the structure for the delivery of Individual Intervention services delivered in this project. POWER combines traditional case management and client-centered prevention counseling to individualized and intensive support for behavioral change.

The agreement is late due to budget negotiations.

4. **HEALTH CARE FOR THE HOMELESS, INC.** **\$101,432.00**

Account: 4000-422311-3030-513210-603051

The organization will identify HIV positive homeless individuals and engage them in comprehensive primary care and provide HIV prevention education to individuals that test HIV negative.

5. **HEALTH CARE FOR THE HOMELESS, INC.** **\$ 46,000.00**

Account: 4000-424211-3030-513214-603051

The organization will provide Health Education and Risk Reduction services to prevent new HIV infections among homeless intravenous drug users in Baltimore City. Program participants will demonstrate increases in knowledge of HIV/AIDS, modes of transmission, and risk reduction strategies. The participants will also increase perceived risk for and severity of HIV/STD infection, and knowledge of mechanical skills and self-efficacy for proper condom use, needle cleaning, and intentions to seek drug treatment services, when applicable.

The agreement is late (Nos. 4 and 5) because the request was received on July 9, 2010.

## MINUTES

Health Department - cont'd

6. **BALTIMORE HEALTH CARE ACCESS, INC. (BHCA)** **\$ 72,000.00**

Account: 5000-530011-3080-295000-603051

The BHCA will operate a Family Help Desk program in a mother-baby unit of a designated hospital. Eligible families will be provided with accurate information about key community and government resources that may include: cash assistance/public benefit programs, food and nutrition programs, health insurance, smoking cessation programs, home visiting programs, safe sleep education, breast feeding education, and family planning.

The agreement is late because it was just finalized.

7. **UNIVERSITY OF MARYLAND AT BALTIMORE (UMB)** **\$250,680.00**

Account: 5000-587410-5750-672218-603051	\$ 44,576.00
5000-585811-5750-668818-603051	\$ 26,447.00
4000-428211-3080-294383-603051	\$179,657.00

The UMB will provide services for the Premature Infant Development and Enrichment Program (PRIDE). The PRIDE Program is a collaborative endeavor between the Division of Neonatology at the UMB and the Baltimore Infant's and Toddler's Program (BITP). The purpose of Maryland's PRIDE program is to provide a collaborative effort of identification, evaluation, and service coordination for infants in the Neonatal Intensive Care Unit (NICU) and the NICU follow-up Clinic, who are eligible to receive early intervention services through the BITP.

The agreement is late due to budget negotiations.

**MWBOO GRANTED A WAIVER.**

## MINUTES

Health Department - cont'd

AMENDMENT TO AGREEMENT

8. **UNIVERSITY OF MARYLAND, BALTIMORE** **\$ 44,500.00**  
**(UMB)**

Account: 4000-422010-3030-273136-603051

On August 19, 2009, the Board approved the original agreement in the amount of \$178,000.00 with the UMB to provide HIV testing services. Under the terms of this amendment, the funds will be used to increase the Expanded HIV Testing services and extends the period of the agreement through September 30, 2010.

All other terms and conditions of the original agreement remain unchanged.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

GRANT AWARD AGREEMENT

9. **MARYLAND DEPARTMENT OF HEALTH AND** **\$206,674.00**  
**MENTAL HYGIENE (DHMH)**

Account: 5000-530311-3041-605800-405001

The Department received the Tobacco Use Prevention and Cession grant from the DHMH. The grant funds will be used to reduce tobacco use among women, minority individuals, and individuals under the age of 18 years. In addition, the grant funds will increase the availability of and access to cessation programs for uninsured individuals and the medically underserved populations of Baltimore City. The period of the grant award is July 1, 2010 through June 30, 2011.

## MINUTES

Health Department - cont'd

This request is late because notification of the award was recently received.

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

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements, amendment to agreement, and the grant award agreement.

**MINUTES**Health Department - Ratification of Expenditure of Funds**ACTION REQUESTED OF B/E:**

The Board is requested to ratify an expenditure of funds to pay an outstanding invoice to the Florida State University (FSU). The expenditure of funds is for the period of March 11 - 12, 2010 and June 7 - 8, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$20,000.00 - 4000-422810-3080-294286-603051

**BACKGROUND/EXPLANATION:**

On March 3, 2010, the Department initiated Requisition No. R543684 for two full-day on-site workshops entitled, "Partners for a Healthy Baby". The workshops were scheduled for March 11 - 12, 2010 and June 7 - 8, 2010, at a cost of \$10,000.00 for each session. The FSU is the original author of this curriculum and is the propriety owner.

This request is late because it was not submitted in time for prior authorization and approval from the Bureau of Purchases. Therefore, the Department was instructed by the Bureau of Purchases to request the Board's approval to pay the invoice.

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

UPON MOTION duly made and seconded, the Board to ratified an expenditure of funds to pay an outstanding invoice to the Florida State University.

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

3810 - 3812

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.



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

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
1. \$ 100,000.00	9938-902632-9475	9938-904793-9474
Other	Reserve	Active
	Baltimore Playlot	Citywide Park
	Program	Maintenance

This transfer will provide funds to cover the costs associated with the renovation of the City Spring Athletic Field.

2. \$ 25,000.00	9938-901749-9475	9938-904749-9474
State	Reserve	Active
	Community Parks	Community Parks
	and Playgrounds	and Playgrounds
	FY08	FY08

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1064, Task No. 33 assigned to Greenman-Pedersen, Inc. and to reconcile the accounts deficit.

3. \$ 80,000.00	9938-902720-9475	9938-901720-9474
State	Reserve	Active
	Athletic Courts	Athletic Courts
	& Fields Reno.	& Fields Reno.

This transfer will provide funds to cover the costs associated with the Race Street site parking at Swann Park.

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

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Bureau of Water &amp; Wastewater</u>		
4. \$ 64,000.00	9956-905533-9549	
WW Rev. Bonds	Constr. Res.	
	Annual Facilities	
	Improv.	
136,000.00	9956-905533-9549	
County	Constr. Res.	
<u>Appropriations</u>	Annual Facilities	
	Improv.	
<b>\$200,000.00</b>	-----	9956-904606-9551-3
		Design

The funds are needed for Project 1021 B - Task No. 8,  
Elevated Water Tanks - Patapsco (BD07723).

Department of Housing and Community Development (DHCD)

5. <b>\$1,000,000.00</b>	9910-902938-9587	9910-910715-9588
29 <sup>th</sup> CDB FY 2011	Reserve - Johnston	Johnston Square
	Square Acq. & Dem.	Housing

This transfer will provide funds to acquire, rehabilitate  
or demolish properties in the Johnston Square community  
in fiscal year 2011.

6. <b>\$ 501,000.00</b>	9991-918984-9587	9991-928010-9523
36 <sup>th</sup> CDBG	Reserve	Direct
	Homeownership	Homeownership
	Program	

The transfer will provide community development block grant  
funds for the DHCD's Homeownership Incentive Program for  
fiscal year 2011.

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

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
7. \$ 60,000.00 MVR	9950-910700-9507 Constr. Res. Edison Hway. over Amtrak Bridge	9950-911700-9506-3 Design & Studies Edison Hway. over Amtrak Bridge Rehab.

The transfer will fund costs associated with Task No. 10 on Project 1081 BD # 08055 for investigation and evaluation of bearing replacements and preparation of documents necessary for obtaining the federal funding for the project "Edison Highway over Amtrak Bridge Rehab."

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- |                                                                                             |             |         |
|---------------------------------------------------------------------------------------------|-------------|---------|
| 1. KORMAN SIGNS, INC.                                                                       | \$20,000.00 | Low Bid |
| Solicitation No. B50001661 - T3 Barricade - Department of Transportation - Req. No. R558340 |             |         |

The period of the award is October 27, 2010 through October 26, 2011.

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|---------------------------------------------------------------------------------------------------------|-------------|----------|
| 2. JOBE & COMPANY, INC.                                                                                 | \$12,984.00 | Increase |
| Solicitation No. 06000 - Electronic and Pneumatic Parts - Department of Public Works - Req. No. R558955 |             |          |

On August 11, 2010, the Board approved the initial award in the amount of \$10,000.00. Due to the higher than anticipated usage, an increase in the amount of \$12,984.00 is necessary, making the award amount \$22,984.00.

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|--------------------------------------------------------------------------------------------------|-------------|-------------|
| 3. BARGAINING POWER, INC.                                                                        | \$18,500.00 | Sole Source |
| Solicitation No. 08000 - Computer Software - Office of the Labor Commissioner - Req. No. R553675 |             |             |

The vendor is the creator, sole distributor and supporter of a labor negotiating software package needed for the operation of the agency. A request for information to the vendor community via CitiBuy was issued on August 25, 2010, which yielded no alternative sources.

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|-----------------------------------------------------------------------------------------------------------------------|-------------|---------|
| 4. ADVANCE SCALE OF MARYLAND                                                                                          | \$12,000.00 | Low Bid |
| Solicitation No. B50001662 - Preventative Maintenance for Truck Sales - Department of Public Works - Req. No. R557105 |             |         |

The period of the award is November 18, 2010 through November 17, 2011, with three 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>
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Bureau of Purchases

- |                                                                                                            |             |         |
|------------------------------------------------------------------------------------------------------------|-------------|---------|
| 5. UNDERWRITERS LABORATORIES, INC.                                                                         | \$14,664.00 | Low Bid |
| Solicitation No. B50000814 - Cryptosporidium/Giardia Tests - Department of Public Works - Req. No. P506681 |             |         |

The period of the award is December 1, 2010 through November 30, 2011, with one 1-year renewal option remaining.

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|--------------------------------------------------------------------------------------------|-------------|---------|
| 6. KORMAN SIGNS, INC.                                                                      | \$16,337.50 | Low Bid |
| Solicitation No. B50001631 - Traffic Signs - Department of Public Works - Req. No. R548810 |             |         |

- |                                                                                                             |             |             |
|-------------------------------------------------------------------------------------------------------------|-------------|-------------|
| 7. GRAPHTECH SYSTEMS                                                                                        | \$ 7,135.00 | Sole Source |
| Solicitation No. 08000 - Annual Maintenance and Software Updates - Department of Finance - Req. No. R556432 |             |             |

The vendor is the sole source provider of maintenance support and software updates. The period of the award is October 27, 2010 through October 26, 2011.

- |                                                                                                                     |             |                 |
|---------------------------------------------------------------------------------------------------------------------|-------------|-----------------|
| 8. CLOVERLAND DAIRY                                                                                                 | \$ 6,000.00 | Selected Source |
| Solicitation No. 06000 - Annual Dairy Products - Department of Housing and Community Development - Req. No. R559332 |             |                 |

The vendor delivers the annual dairy requirements to the Department of Housing and Community Development's Child Care Centers. The agency receives the same pricing as the Baltimore City Public School System, which is based on the USDA Federal Milk Order Class 1 Announcement.

- |                                                                                       |             |             |
|---------------------------------------------------------------------------------------|-------------|-------------|
| 9. ESI ACQUISITION, INC.                                                              | \$12,200.00 | Sole Source |
| Solicitation No. 08000 - WebEOC Software Support - Fire Department - Req. No. R559980 |             |             |

The vendor is the sole source provider of maintenance and support for this proprietary software.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |                                                                          |             |                 |
|--------------------------------------------------------------------------|-------------|-----------------|
| 10. MCKESSON MEDICAL-SURGICAL                                            | \$ 7,960.00 | Selected Source |
| Solicitation No. 06000 - Naloxone - Health Department - Req. No. R557448 |             |                 |

The vendor is the selected contractor to provide Naloxone under the Minnesota Multi-State Contracting Alliance for Pharmacy contract. This contract guarantees the lowest prices possible. The period of the award is October 27, 2010 through October 26, 2011.

- |                                                                                                        |             |             |
|--------------------------------------------------------------------------------------------------------|-------------|-------------|
| 11. PARKSON CORPORATION                                                                                | \$ 6,306.00 | Sole Source |
| Solicitation No. 08000 - Aqua Guard Screen/Guard Rails - Department of Public Works - Req. No. R557625 |             |             |

The vendor is the manufacturer and sole provider of the equipment and replacement parts. The period of the award is October 6, 2010 through October 5, 2011.

- |                                                                                                     |             |             |
|-----------------------------------------------------------------------------------------------------|-------------|-------------|
| 12. XEROX CORPORATION                                                                               | \$ 8,203.50 | Sole Source |
| Solicitation No. 08000 - Xerox Phaser Printer Warranties - Department of Finance - Req. No. R558708 |             |             |

The vendor is the manufacturer of the equipment and provider of the on-site services under this extended warranty. The period of the award is October 30, 2010 through October 29, 2011.

- |                                                                                                               |             |                 |
|---------------------------------------------------------------------------------------------------------------|-------------|-----------------|
| 13. BALTIMORE YOGA FOR<br>YOUTH PROGRAM                                                                       | \$ 5,184.00 | Selected Source |
| Solicitation No. 06000 - Yoga Instructor - Department of Housing and Community Development - Req. No. R559391 |             |                 |

The vendor is currently teaching yoga lessons at other Head Start Centers and will provide program continuity and consistency.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |                                                                                                                                  |             |                 |
|----------------------------------------------------------------------------------------------------------------------------------|-------------|-----------------|
| 14. KAPLAN EARLY LEARNING CO.                                                                                                    | \$16,725.00 | Selected Source |
| Solicitation No. 06000 - Creative Curriculum Training -<br>Department of Housing and Community Development - Req. No.<br>R557987 |             |                 |

The vendor is needed for continuity and consistency in teaching courses in Autism Spectrum and Sensory Integration that is required by the Federal Head Start Performance Standard.

- |                                                                                                        |             |         |
|--------------------------------------------------------------------------------------------------------|-------------|---------|
| 15. PALMER-VOHRER ENTERPRISES, INC.                                                                    |             |         |
| D/B/A SIGNS BY TOMORROW                                                                                | \$ 8,722.72 | Low Bid |
| Solicitation No. 07000 - Signs - Department of Housing and<br>Community Development - Req. No. R558361 |             |         |

- |                                                                                                                                |             |         |
|--------------------------------------------------------------------------------------------------------------------------------|-------------|---------|
| 16. JAY'S RESTAURANT GROUP, INC                                                                                                | \$ 7,000.00 | Low Bid |
| Solicitation No. 07000 - Meals for Training Classes -<br>Department of Housing and Community Development - Req. No.<br>R551385 |             |         |

The period of the award is November 1, 2010 through October 31, 2011.

- |                                                                                                           |             |             |
|-----------------------------------------------------------------------------------------------------------|-------------|-------------|
| 17. SHINGLE AND GIBB CO.                                                                                  | \$10,500.00 | Sole Source |
| Solicitation No. 08000 - Scada Keys Replacement to USB -<br>Department of Public Works - Req. No. R559893 |             |             |

The vendor is the sole distributor in the region for Citect software for upgrading and license renewal.

- |                                                                                                        |             |         |
|--------------------------------------------------------------------------------------------------------|-------------|---------|
| 18. 3M COMPANY                                                                                         | \$12,150.00 |         |
| KORMAN SIGNS, INC.                                                                                     | \$12,150.00 | Low Bid |
| Solicitation No. B50001678 - Traffic Marking Tape - Department<br>of Transportation - Req. No. R558331 |             |         |

The period of the award is October 27, 2010 through October 26, 2011.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |                                                                                                   |            |                |
|---------------------------------------------------------------------------------------------------|------------|----------------|
| 19. <u>QUEST DIAGNOSTICS</u>                                                                      | <u>N/A</u> | <u>Renewal</u> |
| Solicitation No. B50001230 - Special Laboratory Procedures - Health Department - Req. No. P510854 |            |                |

On October 28, 2009, the Board approved the initial award in the amount of \$10,000.00. The award contained two 1-year renewal options at the sole discretion of the City. The period of the award is November 1, 2010 through October 30, 2011, with one 1-year renewal option.

- |                                                                                                |                     |                |
|------------------------------------------------------------------------------------------------|---------------------|----------------|
| 20. <u>AMERISOCHI</u>                                                                          | <u>\$ 16,688.60</u> | <u>Low Bid</u> |
| Solicitation No. B50001815 - Assorted Gloves - Health Department - Req. Nos. R551579 & R551937 |                     |                |

The period of the award is October 27, 2010 through October 26, 2011, with two 1-year renewal options.

- |                                                                                                              |                    |                 |
|--------------------------------------------------------------------------------------------------------------|--------------------|-----------------|
| 21. <u>NORTH EAST TECHNICAL SALES</u>                                                                        | <u>\$ 6,088.00</u> | <u>Only Bid</u> |
| Solicitation No. 07000 - Sigma 1600 Composite Dipper Sampler - Department of Public Works - Req. No. R558007 |                    |                 |

The price is considered fair and reasonable.

- |                                                                                                                                                                                |                     |                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|------------------------|
| 22. <u>PAETEC</u>                                                                                                                                                              |                     | <u>Agreement/</u>      |
| <u>COMMUNICATIONS</u>                                                                                                                                                          | <u>\$200,000.00</u> | <u>Selected Source</u> |
| Solicitation No. 06000 - Provide Long Distance Telephone Service for City of Baltimore - Office of the Comptroller, Department of Communication Services - Req. Nos. - Various |                     |                        |

The Board is requested to approve and authorize execution of an agreement with PAETEC Communications. The period of the agreement is November 27, 2010 through November 26, 2013, with one 2-year renewal option.



## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

Vendors were solicited by posting on CitiBuy and in local newspapers three times during the year. No responsive bid was received. The contractor has agreed to continue to provide the uninterrupted service to City agencies at the existing rates.

**MWBOO GRANTED A WAIVER.**

## 23. LAWYERS SUPPLY

COMPANY	\$250,000.00	Sole Source
Solicitation No. 08000 - Tasers and Related Accessories - Police Department - Req. Nos. Various		

The requested model is currently in use by the Police and Sheriff's Departments, and the Department of Public Works watershed rangers. These units are needed to maintain uniformity in operations and training. The vendor is the sole distributor of Taser International products in Maryland.

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

24. ORACLE AMERICA, INC.	\$ 70,808.38	Sole Source
Solicitation No. 08000 - Annual Support for Oracle Software - Police Department - Req. No. R560124		

Oracle America, Inc. is the proprietor and the sole provider of support for the software currently in use by the Police Department. The period of the award is November 25, 2010 through November 24, 2011.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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

- |                                                                                                                  |              |             |
|------------------------------------------------------------------------------------------------------------------|--------------|-------------|
| 25. <u>BAR Z ADVENTURES</u>                                                                                      | \$110,000.00 | Sole Source |
| Solicitation No. 08000 - GPS Ranger System - Mayor's Office, Baltimore National Heritage Area - Req. No. R553027 |              |             |

The vendor is the sole provider of this proprietary system that is used for recorded tours. This is the only tour system with American Sign Language capability and a captioning option. A Request for Information was posted to determine whether there were any other products that would be equal or better than the current one. No one proposed an alternate. The agency will use grant money specifically designated for a self-guided tour device. The period of the award is October 27, 2010 through October 26, 2011, with two 1-year renewals at the City's sole option.

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

- |                                                                                                                                                |              |         |
|------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------|
| 26. <u>ZONES, INC.</u>                                                                                                                         | \$ 26,200.00 | Renewal |
| Solicitation No. B50000876 - Symantec Multi-Tier Protection Software Maintenance - Mayor's Office of Information Technology - Req. No. R556761 |              |         |

On December 24, 2008, the Board approved the initial award in the amount of \$26,200.00. The award contained two 1-year renewal options at the sole discretion of the City. On

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

September 23, 2009, the Board approved the first one-year renewal in the amount of \$26,200.00. This renewal in the amount of \$26,200.00 is for the period December 25, 2010 through December 24, 2011, with no renewal options remaining.

**MWBOO GRANTED A WAIVER.**

- |                                                                                                            |              |         |
|------------------------------------------------------------------------------------------------------------|--------------|---------|
| 27. SCHNEIDER LABORATORIES,<br>INC.                                                                        | \$ 90,000.00 | Renewal |
| Solicitation No. B50000759 - Laboratory Services Lead Testing<br>- Department of Health - Req. No. P505719 |              |         |

On December 10, 2008, the Board approved the initial award in the amount of \$60,760.00. The award contained two 2-year renewal options at the sole discretion of the City. This renewal in the amount of \$90,000.00 is for the period December 10, 2010 through December 9, 2012, with one 2-year renewal option remaining.

**MWBOO GRANTED A WAIVER.**

- |                                                                                                                                                                               |         |         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|
| 28. WECARE ORGANICS,<br>LLC                                                                                                                                                   | \$ 0.00 | Renewal |
| Solicitation No. B50000864 - Digester Cleaning at Back River<br>Wastewater Treatment Plant - Department of Public Works,<br>Bureau of Water and Wastewater - P.O. No. P506752 |         |         |

On December 24, 2008, the Board approved the initial award in the amount of \$69,546.00. The award contained two 1-year renewal options at the sole discretion of the City. This renewal is for the period December 23, 2010 through December 22, 2011, with one 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

29. DENVER-ELEK, INC.	\$ 0.00	Renewal
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Solicitation No. BP-07069 - Provide Testing and Repairs of Backflow Preventer Devices - Agencies - Various \_ Req. Nos. Various

On December 13, 2006, the Board approved the initial award in the amount of \$210,465.00. The award contained two 2-year renewal options at the sole discretion of the City. On December 10, 2008, the Board approved the first 2-year renewal. This renewal is for the period January 1, 2011 through December 31, 2012, with no renewal options remaining.

**MWBOO SET GOALS OF 17% MBE AND 0% WBE.**

**MBE:** Spears Mechanical Contractors, Inc.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

30. SCHAFFER CENTER FOR PUBLIC POLICY, UNIVERSITY OF BALTIMORE	\$ 59,741.00	Renewal
----------------------------------------------------------------------	--------------	---------

Solicitation No. B50000748 - Baltimore Citizens Planning Survey - Department of Finance - Req. No. R560823

On November 26, 2008, the Board approved the initial award in the amount of \$59,741.00. The award contained four 1-year renewal options at the sole discretion of the City. This second renewal in the amount of \$59,741.00 is for the period of November 26, 2010 through November 25, 2011, with two 1-year renewal options remaining.

**WBE:** Maryland Marketing Source, Inc. 10%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |                                                                                                     |              |         |
|-----------------------------------------------------------------------------------------------------|--------------|---------|
| 31. MERKLE RESPONSE<br>SERVICES, INC.                                                               | \$850,000.00 | Renewal |
| Solicitation No. BP-07197 - Provide Lock Box Services -<br>Department of Finance - Req. No. R560509 |              |         |

On December 5, 2007, the Board approved the initial award in the amount of \$2,231,380.00. The award contained three 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. This renewal in the amount of \$850,000.00 is for the period December 5, 2010 through December 4, 2011, with one 1-year renewal option remaining.

**MWBOO SET GOALS OF 2% MBE AND 1% WBE.**

**MBE:** CMS & Sons, LLC            2%

**WBE:** Sue Ann's Office  
Supply, Inc.                    1%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

- |                                                                                                                                                   |                  |           |
|---------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-----------|
| 32. LINEBARGER, GOGGAN,<br>BLAIR AND SAMPSON,<br>LLP                                                                                              | Revenue Contract | Extension |
| Solicitation No. BP-06189 - Collection Services for Delinquent<br>Parking Fines, Fees and Penalties - Department of Finance -<br>Req. No. P514000 |                  |           |

On December 6, 2006, the Board approved the initial award. The award contained renewal options at the sole discretion of the City. Subsequent actions have been approved. This is a

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

revenue contract with the potential collected revenues unknown at this time. However, the vendor will be entitled to a retainer fee of 20% of funds collected. The contract includes a 60 day extension clause for transition to a new contract. The solicitation for a replacement contract is scheduled to open on November 10, 2010. The period of the extension is December 6, 2010 through February 5, 2011.

**MWBOO SET GOALS OF 3% MBE AND 3% OF WBE.**

**MBE:** JT Mitchell, LLC 3%

**WBE:** Law Office of Leronia  
Josey & Assocs., LLP 3%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## 33. ASSOCIATED BUILDING

MAINTENANCE COMPANY, INC.	\$450,000.00	Extension
---------------------------	--------------	-----------

Solicitation No. BP-04161 - Provide Facility Management and Maintenance Services for Facility Group "D" - Department of General Services - Req. No. P510862

On September 15, 2004, the Board approved the initial award in the amount of \$2,740,838.60. The award contained renewal options at the sole discretion of the City. Subsequent renewal and increases have been approved.

Even though the current contract has renewal options remaining the Department of General Services has determined that this contract should be re-bid because the specifications have

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

changed significantly. Therefore, this extension is being requested in lieu of a renewal pending the issuance of a new solicitation. The period of the extension is November 1, 2010 through April 30, 2011.

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

**MBE:** C&J Maintenance, Inc. 17%

**WBE:** Fitch Dustdown, Inc. 9%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## 34. AFFILIATED COMPUTER

SERVICES	\$ 0.00	Modification
Solicitation No. BP-03124 - False Alarm Reduction Program - Police Department - Req. No. N/A		

On July 16, 2003, the Board approved the initial award in the amount of \$2,855,753.97. The award contained three 1-year renewal options at the sole discretion of the City. Subsequent actions have been approved. On October 6, 2010, the Board approved a termination for convenience with an end date of November 5, 2010. The vendor has requested, and the using agency has agreed, that the termination date be revised to November 29, 2010.

UPON MOTION duly made and seconded, the Board approved informal awards, renewals, increases to contracts and extensions. The Mayor **ABSTAINED** on item no. 25. The Comptroller **ABSTAINED** on item nos. 22 and 32.

**MINUTES**

Mayor's Office - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay RadioOne, Inc. and WYPR-FM, Your Public Radio Corporation (NPR) by Expenditure Authorization for an advertising campaign relating to 2010 Bond Issues, Question D through K on the Election Ballot for Nov. 2, 2010. The period of the advertising campaign is October 20, 2010 through November 2, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$12,860.00 - Radio One (109 Spots)  
6,250.00 - NPR (29 Spots)  
\$19,110.00 - 1001-000000-1220-145700-603026

**BACKGROUND/EXPLANATION:**

The 2010 Bond Issues, Question D through K on the ballot, will enable the City to issue \$100,000,000.00 in General Obligation Bonds; \$50,000,000.00 for each fiscal year 2012 and 2013. The expenditure of funds will be used to buy radio spots on Radio One and NPR to encourage residents to vote "YES" on Bond questions D-K.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay RadioOne, Inc. and WYPR-FM, Your Public Radio Corporation (NPR) by Expenditure Authorization for an advertising campaign relating to 2010 Bond Issues, Question D through K on the Election Ballot for Nov. 2, 2010. The Mayor  
**ABSTAINED.**



MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

3827 - 3829

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

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

EXTRA WORK ORDERS

<u>Contract</u>	<u>Prev. Apprvd.</u>	<u>Contractor</u>	<u>Time</u>	<u>%</u>
<u>Awd. Amt.</u>	<u>Extra Work</u>		<u>Ext.</u>	<u>Compl.</u>
<u>Department of Transportation</u>				
1. EWO #004, \$70.19 - TR 05301, Resurfacing North Point Blvd. from Kane St. to Pulaski Hwy.				
\$1,462,632.25	\$116,524.00	P. Flanigan & Sons, Inc.	-	-
2. EWO #002, \$0.00 - TR 09010R, Resurfacing Highways at Vari- ous Locations Citywide Emergency JOC				
\$1,858,336.35	\$ 22,680.00	M. Luis Construc- tion Co., Inc.	365	-
3. EWO #006, \$30,000.00 - TR 05315, Rehabilitation of Northern Parkway from Park Heights Avenue to Falls Road				
\$6,584,427.40	\$623,245.10	M. Luis Construc- tion Co., Inc.	-	-
4. EWO #010, \$109,947.25 - TR 05315, Rehabilitation of Northern Parkway from Park Heights Avenue to Falls Road				
\$6,584,427.40	\$704,733.04	M. Luis Construc- tion Co., Inc.	-	-
5. EWO 017, \$45,068.68 - TR 03309, Reconstruction of Chesapeake Avenue, Phase II from West of Sun Street to Patapsco River				
\$6,627,399.36	\$177,771.80	Monumental Paving & Excavating Inc.	-	-



## MINUTES

EXTRA WORK ORDERS

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

Department of General Services

9.	EWO #001, \$15,704.50 - PB 09812, Westside Demolition Disposition Lot No. 28			
	\$1,205,000.00 -	P & J Contracting Co., Inc.	14 days	95

Bureau of Water & Wastewater

10.	EWO #084, \$43,513.37 - SC 791, Eastern Avenue Pumping Station Improvements			
	\$2,267,334.00 \$956,780.48	Whiting-Turner Con- tracting Co., Inc.	0	95

11.	EWO #005, \$320,330.25 - SC 808, Hawkins Point Sanitary Sewer Force Main			
	\$3,821,373.00 \$412,320.47	V & S Contrac- tors, Inc.	0	99

Bureau of Solid Waste

12.	EWO #005, \$28,057.50 - SWC 07809, Construction of Landfill Gas Collection System at Quarantine Road Landfill			
	\$1,611,074.00 \$263,700.32	Harnden Group	0	100

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 29 to McCormick, Taylor & Associates under Project No. 1074, On-Call Consultant Services for Reconstruction, Rehabilitation and/or Resurfacing Projects.

**AMOUNT OF MONEY AND SOURCE:**

\$162,263.07 - 9950-905818-9506-900010-705032

**BACKGROUND/EXPLANATION:**

Task No. 29 provides for Americans with Disabilities Act (ADA) inspections of all new sidewalks, curb ramps and transitions, detectable warning surfaces, and driveway entrances to verify all construction practices are completed to meet State Highway ADA guidelines. In addition, the consultant will provide design support during construction, including assistance in interpreting the plans, reviewing modifications, varying field conditions, trouble shooting, and resolving problems that may arise during the construction of the project.

**MWBOO SET GOALS OF 21% MBE AND 7% WBE.**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 29 to McCormick, Taylor & Associates under Project No. 1074, On-Call Consultant Services for Reconstruction, Rehabilitation and/or Resurfacing Projects.

**MINUTES**

Department of Transportation - Conduit Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a conduit lease agreement with the Baltimore City Community College (BCCC), lessee. The period of the agreement is July 1, 2010 through June 30, 2011 with automatic one-year renewals, unless 60 days notice is provided by the lessor.

**AMOUNT OF MONEY AND SOURCE:**

\$19,548.02 - Annually

**BACKGROUND/EXPLANATION:**

The BCCC is requesting to lease 19,597 linear feet of conduit space in the City's conduit system.

**(FILE NO. 56533)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the conduit lease agreement with the Baltimore City Community College, lessee.

MINUTES

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 14 to Whitman, Requardt & Associates, LLP under Project No. 1074, On-Call Consultant Services for Reconstruction, Rehabilitation and/or Reconstruction Projects.

**AMOUNT OF MONEY AND SOURCE:**

\$ 35,716.68	-	9950-901321-9508-900010-705032
57,146.68	-	9950-908301-9527-900020-705032
50,003.35	-	9950-903324-9527-900020-705032
<u>\$142,866.71</u>		

**BACKGROUND/EXPLANATION:**

The consultant will provide a full time Project Manager for reconstruction and streetscape projects for one year.

**MWBOO SET GOALS OF 21% MBE and 7% WBE.**

**APPROVED FOR FUNDS BY FINANCE**

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

**TRANSFER OF FUNDS**

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
a.	<b>\$57,146.68</b>	9950-906301-9528	9950-908301-9527-3
	MVR	Constr. Reserve	Design & Studies
		Broening Highway	Broening Highway

## MINUTES

Department of Transportation - cont'd

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
b.	\$50,003.35	9950-904324-9528	9950-903324-9527-3
	MVR	Constr. Reserve	Design & Studies
		Harbor East	Harbor East.

These transfers will fund part of the costs associated with the assignment of Task No. 14 under Project No. 1074, to Whitman, Requardt & Associates, LLP.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 14 to Whitman, Requardt & Associates, LLP under Project No. 1074, On-Call Consultant Services for Reconstruction, Rehabilitation and/or Reconstruction Projects. 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

PERSONNEL MATTERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

3835 - 3854

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 Vice President **ABSTAINED** on item no. 32.

## MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u>		
1. <b>CHANAGRA OCTAVIA MASSEY</b>	\$35.00	<b>\$35,000.00</b>

Account: 4000-497311-3041-688202-601009

Ms. Massey will work as a Dental Hygienist. Her duties will include screening no less than 1,200 community members for oral cancer utilizing methods and eligibility processes approved by the Maryland Department of Health and Mental Hygiene dental program. Ms. Massey will provide additional clinical tests if cancer is suspected, refer clients who do not have signs of cancer to free/low-cost dental services and collect personal information on screened individuals. She will confer with the Director of the Dental Program on suspected cancer cases, assist in education of community dentists on the importance of oral cancer screening, attend health fairs where screening services will be provided, as well as attend monthly meetings with education and clinical staff and weekly meetings with case manager to discuss potential findings of cancers. The period of the agreement is effective upon Board approval for nine months.

2. <b>DONALD E. BROWN, JR.</b>	\$16.83	<b>\$16,156.80</b>
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Account: 5000-521111-3041-578201-601009

3. <b>JOHN C. HARRIS</b>	\$16.83	<b>\$16,156.80</b>
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Account: 5000-521111-3041-578200-601009

These individuals will continue to work as Community Health Educator II's for the Needle Exchange Program. They will be responsible for providing syringe exchange services, HIV/AIDS counseling, testing and referral including phlebotomy, wound care assistance, health education risk reduction training, and referrals for drug treatment to Community Risk Reduction Services clients. The period of the agreements are effective upon Board approval through June 30, 2011.

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u> - cont'd		
4. <b>IVAN FORNEY</b>	\$17.00	<b>\$33,150.00</b>

Account: 4000-436111-3255-316200-601009

Mr. Forney will continue to work as a Community Outreach Liaison with the National Family Caregivers Program (NFCP). He will develop partnerships with key community organizations, faith-based organizations, and community leaders to inform them about the NFCP and other services. He will also seek their assistance with outreach to families. In addition, Mr. Forney will conduct family and public education programs for Baltimore City caregivers in targeted regions. He will be responsible for overseeing all aspects of the new grandparent support groups with the Baltimore City Public School System, as well as other contractual entities providing services to this population. The period of the agreement is effective upon Board approval through September 30, 2011.

5. <b>THEODORA BUTLER</b>	\$ 9.27	<b>\$ 9,640.00</b>
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Account: 4000-432911-3024-268400-601009

Ms. Butler will continue to work as a Receptionist at the Waxter Senior Center. She will ensure receipt and storage of food products, that meals are served, and that the service area and equipment are kept clean and sanitary. In addition, Ms. Butler will prepare and maintain paperwork, the meal count; reservation sheets and document volunteer hours. She will also order supplies and maintain the supply inventory and participant records. The period of the agreement is effective upon Board approval through September 30, 2011.

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u> - cont'd		
6. <b>SHIRLEY LOWERY</b>	\$ 7.25	<b>\$ 7,540.00</b>

Account: 4000-433511-3023-273300-601009

Ms. Lowery will continue to work as a Nutrition Aide for the Waxter Senior Center. She will be responsible for setting up the kitchen and dining room area for breakfast and lunch, serving food, and assisting seniors that cannot seat or serve themselves. In addition, Ms. Lowery will assist with storing the food products properly and cleaning the kitchen after breakfast and lunch are served. The period of the agreement is effective upon Board approval through September 30, 2011.

7. <b>MELVYN BENNETT</b>	\$ 7.91	<b>\$ 9,254.44</b>
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Account: 4000-433511-3023-273300-601009

Mr. Bennett will continue to work as a Class Coordinator Assistant for the Waxter Senior Center. He will assist with class registration, prepare necessary forms for class registration and submission to college. He will also prepare, monitor and document class attendance, assist with the Waxter Senior Center membership enrollment by preparing the necessary forms and documents, collect funds, and maintain a membership database. The period of the agreement is effective upon Board approval through September 30, 2011.

## MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department - cont'd</u>		
8. <b>MARVIN BRINKLEY</b>	\$ 9.74	<b>\$18,993.00</b>
Account: 4000-433511-3023-273300-601009		
<p>Mr. Brinkley will continue to work as an Office Assistant at the Waxter Senior Center. He will perform office support duties such as typing, answering telephones, compiling data, scheduling appointments, maintaining report schedules, and advising the manager on Center problems. The period of the agreement is effective upon Board approval through September 30, 2011.</p>		
9. <b>NATHANIEL ISAAC</b>	\$17.50	<b>\$24,500.00</b>
Account: 5000-521111-3041-278201-601009		
<p>Mr. Isaac will continue to provide syringe exchange services, HIV/AIDS counseling, testing and referral, including phlebotomy, and wound care assistance. In addition he will provide health education, risk reduction training, and referrals for drug treatment. The period of the agreement is effective upon Board approval through June 30, 2011.</p>		
10. <b>CHRISTINE YARBOUGH</b>	\$ 7.25	<b>\$ 7,540.00</b>
Account: 4000-432911-3024-268400-601009		
<p>Ms. Yarbough will continue to work as a Care Aide for the Eleanor Hooper Adult Day Care Center. She will be responsible for setting up the kitchen before breakfast, lunch, and other meals. In addition, Ms. Yarbough will clean the kitchen after meals, ensure that the food is properly heated and that food is properly stored. The period of the agreement is effective upon Board approval through September 30, 2011.</p>		

## MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department - cont'd</u>		
11. <b>CLARA MCKEN</b>	\$10.00	<b>\$10,400.00</b>
Account: 4000-436111-3255-316200-601009		
Ms. McKen will continue to work as a Caregiver Information and Assistant Worker. She will be responsible for answering the telephones and assisting caregivers with providing information on the programs and services that are provided through the National Family Caregivers Program. The period of the agreement is effective upon Board approval through September 30, 2011.		
12. <b>ANITA HORWATH</b>	\$21.00	<b>\$21,840.00</b>
Account: 4000-436111-3255-316000-601009		
Ms. Horwath will continue to work as an Artistic Director. Her duties will include, but will not be limited to coordinating and implementing the Ages on Stages Program for the Department, forming an improvisational acting ensemble with students from the Baltimore School for the Arts and senior adults in the community, and creating scenes from life experiences that address critical social issues and issues germane to caregivers. In addition, Ms. Horwath will provide a wide array of services related to approximately 90 performances that will reach 20-25 individuals at 90 sites. The period of the agreement is effective upon Board approval through September 30, 2011.		
13. <b>VERONICA HALL</b>	\$11.24	<b>\$21,918.00</b>
Account: 4000-433511-3023-273300-601009		
Ms. Hall will continue to work as a Receptionist. Her duties will include but are not limited to answering the telephone and relaying calls to staff, maintaining files, receiving, opening, sorting, delivering and distributing mail. The period of the agreement is effective upon Board approval through September 30, 2011.		

**MINUTES****PERSONNEL**Health Department - cont'd14. Create the following two positions:

a. 61255 - Community Health Educator Supervisor  
Grade 112 (\$44,300.00 - \$62,600.00)  
Job Nos.: To be determined by BBMR  
(1 position)

62216 - Community Health Nurse Supervisor II  
Grade 119 (\$61,900.00 - \$87,500.00)  
Job Nos.: To be determined by BBMR  
(1 position)

b. Reclassify the following vacant position:

From: 32933 - Legal Assistant II  
Grade 087 (\$36,674.00 - \$44,331.00)  
Job No. 3031-14237

To: 81171 - Social Services Coordinator  
Grade 084 (\$32,853.00 - \$39,210.00)

Costs: \$ 4,518.00 - 4000-428008-3050-282900-601001  
\$84,699.00 - 4000-428710-3050-283300-601001  
\$63,889.00 - 4000-496610-3050-283300-601001

15. a. Create the following class:

81243 - Registered Dietician  
Grade 090 (\$41,438.00 - \$50,364.00)

b. Reclassify the following position:

From: 81245 - Nutritionist Supervisor  
Grade 112 (\$44,300.00 - \$54,000.00)

To: 81243 - Registered Dietician  
Grade 090 (\$41,438.00 - \$50,364.00)

**MINUTES****PERSONNEL**

Health Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
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c. Create the following 18 positions:

33211 - Office Assistant I  
 Grade 071 (\$24,222.00 - \$27,076.00)  
 (Nine positions)

33257 - Word Processing Operator II  
 Grade 075 (\$25,800.00 - \$29,326.00)  
 (One position)

81212 - Nutrition Aide  
 Grade 423 (\$26,663.00 - \$28,145.00)  
 (Four positions)

81231 - Nutrition Technician  
 082 (\$30,613.00 - \$36,210.00)  
 (Four positions)

Costs: \$765,398.00 - 4000-423211-3080-294100-601001

16. a. Upgrade the following classes:

63225 - Medical Laboratory Technologist  
 Supervisor

From: Grade 115 (\$51,000.00 - \$72,200.00)  
 To: Grade 116 (\$53,900.00 - \$76,000.00)

62413 - Physician's Assistant

From: Grade 928 (\$50,760.00 - \$65,060.00)  
 To: Grade 099 (\$60,993.00 - \$74,566.00)



**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department - cont'd</u>		

b. Create the following nine positions:

62294 - Nurse Practitioner  
 Grade 546 (\$64,542.00 - \$73,845.00)  
 (Five positions)

62413 - Physician's Assistant  
 Grade 099 (\$60,993.00 - \$74,556.00)  
 (Four positions)

c. Reclassify the following filled position:

Job No. 3030 - 14511

From: 33212 - Office Assistant II  
 Grade 075 (\$25,800.00 - \$29,326.00)

To: 33215 - Office Supervisor  
 Grade 084 (\$32,853.00 - \$39,210.00)

Costs: \$ 3,428.00 - 1001-000000-3030-271300-601001  
 2,536.00 - 1001-000000-3030-271500-601001  
773,218.00 - 4000-427710-3040-278110-601001  
**\$779,182.00 - Total**

Department of Recreation and Parks

17. **NATHANIEL SANDSTROM** \$18.00 **\$14,040.00**

Account: 6000-677910-4790-371306-601009

Mr. Sandstrom will work as a Recreation Program Assistant in the Youth and Adults Sports Division. His duties will include, but are not limited to coordinating Fall Softball and Winter Broomball Leagues for Adults. He will also be responsible for developing and implementing additional Co-ed Adult Sports leagues, registration, scheduling, ordering equipment, assigning officials, and marketing of each adult league. The period of the agreement is effective upon Board approval for six months.

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation &amp; Parks</u>		
18. <b>WILLIAM S. RUSKIN</b>	\$31.31	<b>\$37,572.00</b>

Account: 5000-578711-4710-361800-601009

Mr. Ruskin, retiree, will serve as a Civil Engineer. He will be responsible for developing engineering plans, specifications and cost estimates for capital projects. He will also design utility systems and act as a liaison between the Department, local utility companies, the State and City agencies. The period of the agreement is October 29, 2010 through October 28, 2011.

19. <b>STEPHANIE P. BROWN</b>	\$38.08	<b>\$45,696.00</b>
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Account: 5000-578711-4710-361800-601009

Ms. Brown, retiree, will continue to work as a Accounting Analyst. Her duties will include, but are not limited to monitoring the Department's capital expenditures, preparing monthly financial reports. Ms. Brown will also audit financial and accounting records with City and State auditors to verify the Departmental account and to ensure the accuracy between budget appropriation and funding compliance with City accounting and fiscal standards. She will also act as liaison to the Department of Finance, Office of Capital Accounting, Risk Management and various state agencies, and other related accounting services. The period of the agreement is October 27, 2010 through October 26, 2011.

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation &amp; Parks - cont'd</u>		
20. <b>JASON M. HIPPI</b>	\$20.97	<b>\$20,000.00</b>
21. <b>JALEEL NASH</b>	\$25.17	<b>\$24,000.00</b>
22. <b>SCOTT D. MYERS</b>	\$25.17	<b>\$24,000.00</b>

Account: 3001-000000-5051-385300-601009

Messrs. Hipp, Nash, and Meyers will work as Forestry Inspectors in the Forestry Division of the Bureau of Parks. Mr. Hipp will serve as a Forestry Inspector I and Messrs. Nash and Meyers will serve as Forestry Inspector IIs. Each will be responsible for assisting with the backlog of open service requests in the CitiTrack online system. Their duties will include, but are not limited to inspecting trees to identify needs for care, removal and treatment, answer public inquiries concerning trees, monitor the CSR system to eliminate overdue and escalated service requests, and inspect work completed by contractors to ensure contract compliance. The period of the agreement is October 28, 2010 through April 27, 2011.

Department of General Services

23. <b>WILLEM ELSEVEIR</b>	\$38.19	<b>\$70,000.00</b>
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Account: 9916-903845-9197-910098-703009

Mr. Elseveir will work as a Special Architectural Project Specialist. His duties will include, but are not limited to managing multiple design and construction contracts for municipal buildings and facilities. He will provide direction in architectural planning and financial matters, and submit progress reports on a weekly basis. In addition Mr. Elseveir will represent the Department with City, State, and Federal agencies by providing consultation services to ensure design compliance with applicable standards and specifications. He will interface with representatives of these agencies for the authorization of changes or payment services. The period of the agreement is effective upon Board approval for one year.

**MINUTES****PERSONNEL**

Department of General Services - cont'd

Reclassify of the following Positions:

- a. From: 34141 - Accountant I  
Grade 088 (\$38,175.00 - \$46,251.00)  
Job No. 1890-47225 - Vacant
- To: 34133 - Accountant Assistant III  
Grade 084 (\$32,853.00 - \$39,210.00)
- b. From: 52116 - Automotive Maintenance Supervisor II  
Grade 113 (\$46,700.00 - \$65,500.00)  
Job No. 1890-19728 - Vacant
- To: 33151 - Systems Analyst I  
Grade 114 (\$48,600.00 - \$68,600.00)

Costs: (\$4,756.00) - 2030-000000-1890-189900-601001

Baltimore Police Department (BPD)

	<u>Hourly Rate</u>	<u>Amount</u>
24. JOHN R. DOLLY, JR.	\$14.42	<b>\$30,000.00</b>

Account: 1001-000000-2042-198100-601009

Mr. Dolly, retiree, will to work as a Firearms Evidence Technician. His duties will include, but not be limited to retrieving/returning firearms evidence from the ECU for lab analysis, performing inventories on firearms to identify model, serial number and other information, examining unfired ammunition to identify manufacturer, caliber and type. The period of the agreement is effective upon Board approval for one year.

## MINUTES

PERSONNELBPD - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
25. SHARI TAYLOR-DORSEY	\$14.42	\$30,000.00
26. BENNIE IRA CRUMP, JR.	\$14.42	\$30,000.00
27. CHARLES E. MITCHELL, SR.	\$14.42	\$30,000.00

Account: 5000-516711-2011-694400-601009

The retirees will work as Contract Services Specialists. They will be responsible for providing Victim/Witness Liaison services to victims of domestic violence. The period of the agreement is effective upon Board approval through September 30, 2011.

28. ALISON SHAO	\$25.69	\$37,000.00
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Account: 5000-585310-5750-650405-601009

Ms. Shao will work as a Biology Technician. She will be responsible for screening analysis samples to determine the DNA profile of unidentified suspects.

On October 6, 2010, the Department requested to modify the budget to eliminate two serologist positions and create three biology technicians due to the DNA backlog. The period of the agreement is effective upon Board approval through September 30, 2011.

Office of the State's Attorney

30. ALEXANDER YANKELOVE	\$37.87	\$35,515.00
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Account: 1001-000000-1150-118600-601009

Mr. Yankelove, a retiree, will continue to work as a Senior Prosecutor. He will be responsible for handling handgun forfeitures, reviewing advance sheets in the judge's library for cases of interest in traffic issues, letters received directly from defendants and all expungement requests. Mr. Yankelove will also attend all contested expungement hearings in District Court, etc. The period of the agreement is effective upon Board approval for one year.

MINUTES

PERSONNEL

State's Attorney's Office

31. Create the following position:

01975 - Law Clerk  
Grade 085 (\$33,884.00 - \$40,828.00)  
Job No. To be assigned by BBMR

Costs: \$44,050.00 - 5000-544711-1150-120200-601001

City Council

	<u>Hourly Rate</u>	<u>Amount</u>
32. <b>CHRISTINE MULDOWNEY</b>	\$19.23	<b>\$20,000.00</b>

Account: 1001-000000-1000-106500-601009

Ms. Muldowney will work as a Contract Services Specialist. She will provide constituent services for Councilman Curran. She will also be responsible for attending community meetings, answering constituent questions, following through to investigate and respond to constituent concerns and advising Councilman Curran on community issues and the development of public forums and hearings. The period of the agreement is October 29, 2010 through October 2011.

Department of Public Works (DPW)

33. <b>CHESTER D. WILTON</b>	\$19.68	<b>\$23,616.00</b>
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Account: 1001-000000-1901-191300-601009

Mr. Wilton, retiree, will serve as a Special Training Coordinator. His duties will include, but not be limited to assisting with scheduling and training of employees in workplace violence issues, and coordinating publication of quarterly safety and training newsletters. He also will assist in teaching driver re-certification, first aid, and CPR. The period of the agreement is November 1, 2010 through October 31, 2011.

**MINUTES****PERSONNEL**

DPW - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
34. <b>JANICE BROWN-HYATT</b>	\$20.76	<b>\$38,061.00</b>

Account: 1001-000000-1901-190700-601009

Ms. Brown-Hyatt, retiree, will continue to work as a Special Communications Coordinator. She will be responsible for conducting site surveys, reviewing blueprints and floor plans pertaining to the installations of communication equipment and services, serving as liaison with the Department of Communication Services regarding relocations, new installations, disconnections and other routine agency transactions. The period of the agreement is effective upon Board approval for 1-year.

**THE DEPARTMENT OF PUBLIC WORKS IS REQUESTING A WAIVER OF THE 1200 HOUR REQUIREMENT AS STIPULATED IN AM 212-1 PART 1.**

35. Create the following position:

74138 - City Planner III  
Grade 115 (\$51,000.00 - \$72,200.00)  
Job No. To be assigned by BBMR

Costs: \$71,812.00 - 3001-000000-5181-613300-601001

36. Reclassify the following position:

From: 34538 - Legislative Affairs Coordinator  
Grade 115 (\$51,000.00 - \$72,200.00)  
Job No. 1901-43270

To: 00142 - Executive Level I  
Grade 948 (\$55,200.00 - \$99,200.00)

Costs: \$2,968.00 - 1001-000000-1901-191100-601001

MINUTES

PERSONNEL

DPW - cont'd

37. Reclassify the following position:

From: 31311 - Administrative Analyst I  
Grade 087 (\$36,674.00 - \$44,331.00)  
Job No. 5531-47827

To: 52162 - Fleet Quality Control Analyst  
Grade 089 (\$39,745.00 - \$48,257.00)

Costs: \$3,718.00 - 2071-000000-5541-39860-601001

Office of the Comptroller - Communication Services

	<u>Hourly Rate</u>	<u>Amount</u>
38. WENDY N. WASHINGTON	\$14.18	\$22,121.00
39. GWENDOLYN C. HARDIN	\$14.18	\$11,060.00
40. MONAE A. ROBINSON	\$14.18	\$22,121.00

Account: 2039-000000-1330-158400-601009

These individuals will work as Telephone Operator I's for the Municipal Telephone Exchange to ensure adequate coverage on the weekends and will work on-call, as needed. Their duties will include, but are not limited to operating a City agency telephone console and computer terminal, placing outgoing and accepting incoming toll and long distance calls following specific procedures and receiving telephone calls for assistance from the general public. The period of the agreement is effective upon Board approval for 1-year.



**MINUTES****PERSONNEL**Department of Human Resources (DHR)

	<u>Hourly Rate</u>	<u>Amount</u>
41. <b>JEFFREY G. COMEN</b>	\$200.00 for the first session \$170.00 for ea. succeeding session \$325.00 for ea. written report	<b>\$ 7,000.00</b>

Account: 1001-000000-1601-172500-603026

Mr. Comen will continue to work as a Hearing Officer. The Baltimore Charter permits an investigation for employees discharged, reduced, or suspended for more than 30 days after completion of the probationary period. The Hearing Officer presides over this investigation and submits a recommendation to the Civil Service Commissioners for approval. The period of the agreement is effective upon Board approval for one year.

42. Create the following classifications:

- 72413 - Contract Administrator Architectural Plans  
Grade 089 (\$39,745.00 - \$48,257.00)
- 72414 - Contract Administrator I Health  
Grade 085 (\$33,884.00 - \$40,828.00)
- 71115 - Criminalist Supervisor Trace Analysis  
Grade 118 (\$58,800.00 - \$83,800.00)
- 71118 - Criminalist III Drug Analysis  
Grade 115 (\$51,000.00 - \$72,200.00)
- 54359 - Waste Water Maintenance Manager Mechanical  
Grade 115 (\$51,000.00 - \$72,200.00)

## MINUTES

PERSONNELDHR - cont'd

- 54338 - Waste Water Technician Supervisor II Sanitary  
Grade 090 (\$41,438.00 - \$50,364.00)
- 54334 - Waste Water Technician Supervisor I Sanitary  
Grade 087 (\$36,674.00 - \$44,331.00)
- 54333 - Waste Water Operations Technician II Sanitary  
Grade 433 (\$33,376.00 - \$37,511.00)
- 54323 - Water Systems Treatment Manager  
Grade 119 (\$61,900.00 - \$87,500.00)
- 54317 - Water Systems Treatment Supervisor  
Grade 113 (\$46,700.00 - \$65,500.00)
- 53225 - Assistant Superintendent Energy Management  
Grade 110 (\$4,000.00 - \$56,800.00)
- 52920 - Tree Trimmer Apprentice  
Grade 845 (\$23,884.00)
- 74133 - City Planner I CHAP  
Grade 111 (\$41,700.00 - \$60,500.00)
- 74134 - City Planner II CHAP  
Grade 113 (\$46,700.00 - \$65,500.00)
- 74135 - City Planner III CHAP  
Grade 115 (\$51,000.00 - \$72,200.00)
- 33567 - Stores Supervisor II Auto Parts  
Grade 110 (\$40,000.00 - \$56,800.00)
- 33564 - Stores Supervisor I Auto Parts  
Grade 086 (\$35,242.00 - \$42,511.00)

**MINUTES****PERSONNEL**Department of Human Resources (DHR)

- 33563 - Storekeeper II Auto Parts  
Grade 080 (\$28,768.00 - \$33,841.00)
- 83113 - Recreation Leader II Elder Activities  
Grade 079 (\$27,969.00 - \$32,653.00)

There are no additional costs associated with this action.

The Department of Human Resources has been reviewing class specifications to ensure they are current and classes are being utilized properly. The DHR determined that it is necessary to create distinct job codes for classifications, which currently share a job code. The creation of these distinct classifications will enable identification of incumbents in the City's Human Resource Information System database.

Department of Law

	<u>Hourly Rate</u>	<u>Amount</u>
43. <b>CHRISTOPHER R. LUNDY</b>	\$24.00	<b>\$42,500.00</b>

Account: 1001-000000-1762-175200-601009

Mr. Lundy will work as a Special Assistant Solicitor in the Law Department in its Opinions and Advice Practice Group. He will be responsible for handling Public Information Act requests and other time-sensitive issued relating to the Group's needs. The period of the agreement is effective upon Board approval for 1-year.

Baltimore City Fire Department

44. Create the following position:

- 41242 - Fire Captain EMS EMT-P  
Grade 380 (\$60,148.00 - \$73,401.00)  
Job No. to be assigned by BBMR

Costs: \$95,421.30 - 1001-000000-6100-618500-601061

**MINUTES****PERSONNEL**Baltimore Fire Dept. - cont'd45. Transfer the following filled positions:

- a. 41213 - Fire Captain  
Grade 341 (\$56,363.00 - \$69,521.00)  
Job No. 2121-12659

From: 1001-000000-2121-226400-601061  
To: 1001-000000-2133-228200-601061

- b. 41212 - Fire Lieutenant  
Grade 338 (\$50,283.00 - \$61,355.00)  
Job No. 2122-12784

From: 1001-000000-2133-228200-601061  
To: 1001-000000-2121-226400-601061

There are no additional costs associated with this action.

46. Abolish the following class:

- 41295 - Fire Captain (Radio)  
Grade 341 (\$56,363.00 - \$69,521.00)

There are no additional costs associated with this action.

Baltimore City Sheriff's Office47. Adjust the salary level of the following non-civil service class:

From: 01410 - Sheriff  
Grade 86E (\$95,200.00 Flat)

To: Grade 86E (\$114,050.00 Flat)

Costs: \$18,850.00 - 1001-000000-1180-138800-601001

In order to comply with the provisions of House Bill 1503, signed by the Governor of Maryland on May 2, 2006, the Department of Human Resources recommends the upgrade of the

**MINUTES****PERSONNEL**Baltimore City Sheriff's Office - cont'd

class of Sheriff and the adjustment of the salary of Grade 86E, effective January 1, 2011. For calendar year 2011 and beyond, House Bill 1503 has set the salary of the Sheriff at the midpoint of the Police Command Staff II pay scale.

Circuit Court48. Create the following position:

01954 - Licensed Clinical Social Worker  
Grade 093 (\$47,044.00 - \$57,361.00)  
Job No. to be assigned by BBMR

Costs: \$67,134.00 - 5000-500711-1100-117400-601001

Department of Planning

	<u>Hourly Rate</u>	<u>Amount</u>
49. <b>AMY GILDER-BUSATTI</b>	\$30.00	<b>\$27,480.00</b>

Account: 9905-903009-9188-000000-703032

Ms. Gilder-Busatti will work as a Special Landscape Architect. Her duties will include but are not limited to coordinating the completion of the Baltimore City Landscape Manual in conjunction with the new zoning ordinance and the new Stormwater Guidelines required by State Law. There is a public process associated with the Landscape Manual that must begin before the Department can move forward with the completion of the draft zoning code. The period of the agreement is effective upon Board approval for six-months.

**MINUTES**

Bureau of Water and Wastewater - Partial Release of  
Retainage Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a partial release of retainage agreement with J. Fletcher Creamer & Son, Inc. for Water Contract No. 1167R, Urgent Need Work, Infrastructure Rehabilitation at Various Locations.

**AMOUNT OF MONEY AND SOURCE:**

\$498,470.48 - 9960-903689-9557-000000-200001

**BACKGROUND/EXPLANATION:**

All work on Water Contract No. 1167R, is substantially completed, except for items on the punch list. The contractor has requested a partial release of retainage in the amount of \$498,470.48. The City holds \$508,470.48 in retainage. The remaining \$10,000.00 is sufficient to protect the interests of the City. Pursuant to Section 002300.01 of the Specifications, a "Conditional Inspection" for Water Contract No. 1167R, Urgent Need Work, Infra-structure Rehabilitation at Various Locations was held on March 16, 2010.

**MBE/WBE PARTICIPATION:**

J. Fletcher Creamer & Sons, Inc. has demonstrated a good faith effort towards achieving both the MBE and WBE goals.

**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 partial release of retainage

**MINUTES**

Bureau of Water and Wastewater - cont'd

agreement with J. Fletcher Creamer & Son, Inc. for Water  
Contract No. 1167R, Urgent Need Work, Infrastructure  
Rehabilitation at Various Locations.

## 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:

3858 - 3867

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

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

The Comptroller **ABSTAINED** on item no. 4 and 5.





MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works - cont'd

<b>MBE:</b>	Calmi Electric	\$1,500,000.00	6.60%
	GE Frisco Company, Inc.	454,540.00	2.00%
	JJ Adams Fuel Oil Company, LLC	25,000.00	0.11%
	REN Reinforcing Steel Co.	<u>38,000.00</u>	<u>0.17%</u>
	<b>Total:</b>	<b>\$2,017,540.00</b>	<b>8.88%</b>
<b>WBE:</b>	Abby Enterprises, LLC	\$ 165,000.00	0.73%
	Bay Associates Environmental, Inc.	300,000.00	1.32%
	Mermaid Construc- tion Company, Inc.	<u>263,000.00</u>	<u>1.16%</u>
	<b>Total:</b>	<b>\$ 728,000.00</b>	<b>3.20%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**A LETTER OF PROTEST HAS BEEN RECEIVED FROM SHANEY CONSTRUCTION CO., INC.**

5. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 7,349,911.80	9956-905528-9549	
State	Constr. Res.	
	Patapsco WWTP	
	Biological Ni	
15,401,815.18	" "	
Counties		

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
7,247,913.02	" "	
Revenue Bonds		
<b>\$29,999,640.00</b>		
 \$ 2,272,700.00	-----	9956-904529-9551-2 Extra Work
 2,272,700.00	-----	9956-904529-9551-3 Design
 1,363,620.00	-----	9956-904529-9551-5 Inspection
 22,727,000.00	-----	9956-904529-9551-6 Construction
 <u>1,363,620.00</u>	-----	9956-904529-9551-9 Administrative
<b>\$29,999,640.00</b>		

The funds are required for the award of SC 855, ENR Modifications to Existing Facilities at Patapsco WWTP. (BD 11555)

Vice President: "We will now go on to the second and third items on the non-routine agenda are located on pages 65-67. These are items numbers 4 and 5, SC 855, ENR Modifications to Existing Facilities at Patapsco WWTP. Will the parties please come forward?"

Ms. Shirley Williams, Chief MWBOO: "Good morning. Sanitary Contract 855, we disapproved the first bidder, we approved the second bidder Fru Con and there has been a protest filed against Fru Con. What I will do is explain to you why we approved the

## MINUTES

bid of Fru Con. The MBE goal of the MBE program allows 25% of the goal to be counted toward materials. Fru Con's bid is approximately \$22,727,000.00. The MBE goal would be \$1,008,000.00, 25% of that would be \$454,540.00. That is the amount that we allowed for supplies. So, that amount is acceptable. Shaney, the protestor, has raised two issues about that amount. The first is that the MBE GE Frisco should not be accepted because it was used to provide electrical and mechanical supplies. GE Frisco is a regular dealer that handles a lot of materials and everything that it provides is not listed in the MBE Directory. We listed some things and then we have a catch all statement that says, 'other materials, other construction materials.' We consider that to be acceptable, so if that is a problem, that becomes a problem of the Office not of the contractor. Shaney has also alleged that two contractors; the electrical contractor and the steel contractor should not be allowed to count supplies. But, what happens when the supplies and materials are part of a contract and are being installed as part of the project, we don't separate those out and we don't apply the 25% allocation, we count those totally. So, when we counted all of those, allowed the \$454,000.00 allocation for the supplies being provided by GE Frisco, we found Fru Con in compliance."

## MINUTES

Vice President: "So you have used that process in the past?"

Ms. Williams: "Absolutely."

Vice President: "Okay. Introduce yourself."

Mr. John Michel: "Thank you Mr. Vice President. John Michel on behalf of --."

Vice President: "If you come up closer to the mic, it is being recorded. Thank you."

Mr. John Michel: "On behalf of Shaney Construction. I have with me Shaney's President, Mark Weirheim. For the purpose of brevity, I am only going to deal with the first issue that Ms. Williams brought up today, because I think that is the one that is dispositive. Shaney protests the award to Fru Con, because Fru Con's bid is non-responsive and therefore it is ineligible for award contrary to the certification by Ms. Williams office. On it's face, Fru Con's bid fails to satisfy the requirements of the Minority and Women's Enterprise law and of the MBE/WBE requirements that were specifically stated in the solicitation and that was in the Section 0300-18 and I have multiple copies here, if anyone would like to look at it for reference. But those requirements state, quote, "the MBE's and WBE's named must be certified to provide the services for which they are listed to perform on this contract". The requirements go on to state that the bidders should call the MWBOO office to verify that the

## MINUTES

services that the MBE's are being listed for that they are actually certified for them, and that obviously did not happen here. Because in this regard on Part C of Fru Con's M/WBE package, it states that it intends to use as Ms. Williams indicated, GE Frisco to supply electrical and mechanical equipment. However, GE Frisco is not certified to supply electrical and mechanical equipment. This is plainly evident from exhibits 15 and 18 of Shaney's protest, and I have additional copies of those as well for reference if anyone would like. This is a clear and direct violation of the M/WBE regulations and the solicitation requirements. Now, as I explained in my letter, that was submitted yesterday morning, GE Frisco is certified as Ms. Williams has pointed out for quote: "other construction materials." But under the legally recognized doctrine of ejusdem generis excuse me, it's a latin term which means of the same kind, the term 'other construction materials' cannot rightfully be expanded to include electrical and mechanical equipment. This is because manufactured electrical and mechanical equipment is an altogether different class of or kind of materials. The materials that were listed prior to other construction materials and they were things like, cement, steel, brick, lumber, all of which are raw materials. Ejusdem generis requires that when someone says after that,

## MINUTES

'other construction materials' that other construction materials be limited to other like-kind materials, raw products, not manufactured machinery or electrical or mechanical equipment. Therefore, you can't equate the two as to one another. I am confident Mr. Nilson, as the City Attorney, will recognize this valid legal position, a recognized legal position. Mr. Weirheim recognizes it, because it wasn't too long ago that he or his firm was the low bidder who was disqualified under strictly similar circumstances when a wastewater project out at Lake Montebello. Consequently, the \$454,000.00 that has been allocated to GE Frisco must be disallowed. That causes Fru Con's actual proposed MBE participation to drop well below the 8% goal and Fru Con did not submit a waiver request. Therefore, Shaney respectfully requests that the Board of Estimates disqualify Fru Con's proposal as non-responsive because it fails to meet the MBE requirements and the regulations and award Shaney the contract as the lowest responsive and responsible bidder. Thank you."

City Solicitor: "It turns out Mr. Michel, actually we are familiar with the phrase, the barely pronounceable latin phrase that you cited, and we have used it recently in cases in lawsuits, in argument. But, the problem here is that the file of the certification makes it clear that when this contractor

## MINUTES

sought certification that is included a request for certification that went beyond the things like lumber, steel, concrete and specifically included electrical and mechanical equipment and a litany more of others and so what the MWBOO office did was to use as a shorthand to capture all that had been requested in the certification everything else, so they didn't have to list 15 or 20 different items. So, that sort of history of the certification request and the file overcomes the sometimes useful latin phrase in this instance, I think. Ms. Williams do you want to elaborate on that?"

Vice President: "Ms. Williams."

Ms. Williams: "Yes. As I said before, if there is a fault it is with the Office. When the bidder -- when the MBE submitted his bid, he has a list of materials including roofing materials, siding, installation, metals, electrical equipment, wiring, plumbing, HVAC heating, industrial machinery equipment, cement, bricks, a lot of materials. We did not enumerate all of those in the directory. So, if there is a fault it is ours, and when we looked at it, because we knew those were on his application and we didn't put them in the directory, we could not fault the contractor for that. That would be our short coming."

Vice President: "Thank you. Is there anyone else who wants to testify?"



## MINUTES

Mr. Scott Livingston: "I am here on behalf of Fru Con and I agree with everything my former boss George Nilson said, and I agree with everything Ms. Shirley Williams my colleague of 30 years said."

Vice President: "Do you want to make the Motion?"

City Solicitor: "If you allow me Mr. Livingston, I would MOVE that we approve the agency's recommendation and deny the bid protest."

Vice President: "Okay. Do we have a second?"

Director of Public Works: "Second."

Vice President: "All those in favor say AYE. All those AGAINST, say NAY."

Comptroller: "I have to Abstain."

Vice President: "Okay. Let it be noted that the Comptroller, Joan Pratt Abstains. So, I make a motion -- we made a Motion, a second and Council -- I mean Comptroller Pratt Abstains. Motion passes. Thank you."

\* \* \* \* \*

**MINUTES**

Department of Housing and Community Development (DHCD) - Local Government Resolutions

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

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

<u>Organization</u>	<u>Amount</u>
1. <b>COURT APPOINTED SPECIAL ADVOCATES OF BALTIMORE, INC. (CASA)</b>	<b>\$10,000.00 CITCP</b>

CASA of Baltimore, Inc., located at 4 S. Frederick St, 1<sup>st</sup> Floor, proposes the CASA Volunteer Recruitment Project. The project will enable CASA to serve 40 to 60 new children in the next fiscal year and will require the recruitment, preparation and the supervision of the new volunteers. Funding will be used to support volunteer recruitment and supporting social media and technology that will enable the organization to reach out to a larger area for volunteers.

There are over 6,000 children in foster care in the City who can benefit from the advocacy and support of CASA. The children are victims of maltreatment due to parental substance abuse and from impoverished families. Without appropriate intervention, these children are more than likely to head towards drug abuse, teen pregnancy, mental illness, homelessness, unemployment and crime.

Volunteers are appointed by the Juvenile Court and are assigned to only one child with a minimum commitment of one year. Each volunteer establishes a relationship, visits the child wherever the child lives and reviews records,

## MINUTES

DHCD - cont'd

interviews parents, foster parents, teachers, social workers, attorneys, relatives and other people relevant in the child's life. This enables them to become informed of any issues that must be addressed and identifies needs each child has that are not served. Armed with this unique relationship and information, the volunteer is able to assist the Court in making decisions, providing recommendations in the form of a written report at each court hearing and personally attending each hearing.

Established in 1988, CASA recruits, trains, and supervises volunteers who are appointed to individual foster children by the Baltimore City Juvenile Court. The volunteers provide written, objective recommendations to the Court, to serve as a consistent adult presence, and to monitor the child's well-being.

2. **NETWORK FOR TEACHING ENTREPRENEURSHIP      \$50,000.00**  
**CITCP**

The Network for Teaching Entrepreneurship, located at 300 E. Lombard Street, proposes the In-School Business Plan Competitions Project. The project will organize and execute ten In-School Business Plan Competitions in ten separate Baltimore City Public Schools. The business plan competitions will be held at the end of the school year during the school day. The business plan competition is a "capstone" the students must work toward, throughout the duration of the school year. Students are required to create a Microsoft Power Point business plan, which is presented to a panel of judges, mainly from the business community. Students who place first, second and third, at each school, receive award money, and receive recognition for presenting their plans.

## MINUTES

DHCD - cont'd

The Network for Teaching Entrepreneurship helps young people from low-income communities build skills and unlock their entrepreneurial creativity. Since 1987, over 250,000 young people have been reached, more than 400 Certified Entrepreneurship Teachers have been trained, and the innovative entrepreneurship curriculum is continually improving.

- |    |                                                             |                                |
|----|-------------------------------------------------------------|--------------------------------|
| 3. | <b>SHARP LEADENHALL PLANNING<br/>COMMITTEE, INC. (SLPC)</b> | <b>\$50,000.00<br/>(CITCP)</b> |
|----|-------------------------------------------------------------|--------------------------------|

The SLPC, located at 118 W. Cross Street, proposes the Cultural/Community Center Project at 1101 - 1105 Race Street. The SLPC will construct a building on the site to house a cultural center on the first floor and five apartments on the second and third floors. Per an agreement with the DHCD, all of the apartments will be for non-elderly, disabled residents. The cultural center will function as a museum to highlight the rich history of the oldest African American community in the City and also as a community space.

The SLPC was incorporated in 1978 as a project planning committee and funded by the City after a protracted effort by the community residents to avoid further demolition of existing housing and displacement of existing residents.

The SLPC's mission is to promote the general welfare and betterment of the community through active citizen participation, to formulate and execute plans for establishing and maintaining the best possible living conditions and to join with the other forces in a combined and cooperative effort to solve problems positively and

**MINUTES**

DHCD - cont'd

effectively. Members carry out initiatives ranging from Christmas parties for the children and adult residents, after-school programs, community clean-ups and beautification, to lobbying city and state government for historical recognition and physical improvement funding.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing local government resolutions.

**MINUTES**

Dept. of Housing & Community Development - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify an expenditure of funds and to authorize payment by Expenditure Authorization to pay Kaplan Early Learning Company (Kaplan) for professional services provided from June 28, 2010 through July 02, 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$51,290.00 - 4000-486310-6050-452299-603020

**BACKGROUND/EXPLANATION:**

Kaplan was the selected source because their past performance and services have been excellent. Baltimore City Head Start used Kaplan in previous years for similar training programs.

Kaplan provided training to 30 participants on Environmental Rating Scales.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded the Board approved and ratified the expenditure of funds and authorized payment by Expenditure Authorization to pay Kaplan Early Learning Company (Kaplan) for professional services provided from June 28, 2010 through July 02, 2010.

## MINUTES

Department of Housing and - Head Start Agreements  
Community Development

The Board is requested to approve and authorize execution of the Head Start agreements for the following delegate agencies. The period of the agreement is July 1, 2010 through June 30, 2011, unless otherwise indicated.

1. **ST. FRANCIS XAVIER'S ROMAN CATHOLIC CONGREGATION, INC./ST. FRANCIS HEAD START PROGRAM** **\$1,590,338.00**

Account: 4000-486311-6051-516200-603051

Under the terms of this agreement, the organization will provide Head Start services to 301 children and their families in Baltimore City. The funds will be used for the organization's operating expenses. A three-month advance of funds, in the amount of \$530,113.00, was approved by the Board on June 16, 2010. With the advance, the total contract amount is \$2,120,451.00.

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

<b>MBE:</b> Time Printers, Inc.	\$ 1,500.00	0.07%
Hinton Webb & Assoc., LLC	8,000.00	0.38%
Calmi Electrical Co.	1,500.00	0.07%
C & T Transportation, Inc.	3,000.00	0.14%
E. Jackson & Son, Inc.	3,500.00	0.17%
<b>Total</b>	<b>\$17,500.00</b>	<b>0.83%</b>
<b>WBE:</b> Nicole Harrell, CPA, LLC	\$10,200.00	0.48%
Hinton Webb & Assoc., LLC		*See Note
Chesapeake Security Alarms, Inc.		**See Note

\*A business enterprise that is certified as both an MBE and WBE may not be counted toward both MBE and WBE participation.

## MINUTES

DHCD - cont'd

\*\*Chesapeake Security Alarms, Inc. is certified as a MBE with Baltimore City.

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

OF THE TOTAL CONTRACT AMOUNT OF \$2,120,451.00, \$1,999,321.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE.

MWBOO FOUND VENDOR IN COMPLIANCE.

2. ST. BERNARDINE'S ROMAN CATHOLIC CONGREGATION, INC./ST. BERNARDINE'S HEAD START PROGRAM \$1,009,156.00

Account: 4000-486311-6051-516400-603051

Under the terms of this agreement, the organization will provide Head Start services to 191 children and their families in Baltimore City. The funds will be used for the organization's operating expenses. A three-month advance of funds, in the amount of \$336,386.00, was approved by the Board on June 16, 2010. With the advance, the total contract amount is \$1,345,542.00.

**MBE:** Rufus Ingram, PA \$ 9,200.00 0.68%

**WBE:** Donna Shelton \*See Note  
Andrea Morris \*See Note



## MINUTES

DHCD - cont'd

\*Donna Shelton and Andrea Morris are not certified as an WBE with Baltimore City.

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

OF THE TOTAL CONTRACT AMOUNT OF \$1,345,542.00,  
\$1,266,459.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-  
SEGMENTABLE.

MWBOO FOUND VENDOR IN COMPLIANCE.

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

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 Head Start agreements for the foregoing delegate agencies.

**MINUTES**

Department of Housing and - Agreements  
Community Development

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

**1. CAROLINE FRIESS CENTER, INC. \$ 95,000.00**

Account: 2089-208911-5930-426934-603051

The organization will conduct a 15-week education, and career training and placement program for unemployed and under-employed women that reside in Baltimore City. Upon completion of training, the organization will assist women with job placement and supportive services for one-year after job placement. The funds will be used to subsidize the organization's operating costs. The period of the agreement is September 1, 2010 through August 31, 2011.

**FOR THE FY 2011, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$9,500.00, AS FOLLOWS:**

**MBE:** \$1,425.00

**WBE:** \$ 475.00

**2. WOMEN ENTREPRENEURS OF BALTIMORE, INC. \$ 76,000.00**

Account: 2089-208911-5930-424673-603051

The organization will assist predominantly low and moderate-income persons develop their business ideas into viable enterprises. Specifically, the organization offers a 15-month comprehensive training program to educate participants on business development and management. The funds will be used to subsidize the organization's operating costs. The period of the agreement is July 1, 2010 through June 30, 2011.

**MINUTES**

DHCD - cont'd

On June 30, 2010, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2010 Annual Action Plan for the following formula programs:

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

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2010 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



**MINUTES**

DHCD - cont'd

authorized execution of the assignment and assumption of the Community Development Bond Fund agreement with the House of Mercy, Inc. and St. Peter's Adult Learning Center, Inc.

**MINUTES**Bureau of Water and Wastewater - Amendment to On-Call Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to agreement with Johnson, Mirmiran & Thompson, Inc. (JMT) for Project No. 1076, On-Call Construction, Inspection, and Engineering Services. The amendment to agreement extends the period of the agreement through January 27, 2012 or until the upset limit is reached, whichever comes first.

**AMOUNT OF MONEY AND SOURCE:**

\$750,000.00 - Increase in upset limit

**BACKGROUND/EXPLANATION:**

On January 28, 2009, the Board approved the original on-call agreement with the JMT for two years in the amount of \$750,000.00 per year. The Department has identified the need for the JMT to provide Project Management, Scheduling, Inspection, and Engineering Services. This amendment will extend the period of the on-call agreement for one additional year and increase the upset limit by \$750,000.00, making the total contract award \$2,250,000.00.

**MBE/WBE PARTICIPATION:**

The consultant will comply with the MBE and WBE goals established in the original agreement.

**MBE:** E2CR, Inc.

Sidhu Assoc., Inc.

<b>Aggregate Total</b>	<b>\$157,500.00</b>	<b>21.00%</b>
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## MINUTES

Bureau of Water and Wastewater - cont'd

WBE: Ross Technical Services                   \$ 52,500.00                   7.00%

APPROVED FOR FUNDS BY FINANCE

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

(FILE NO. 55986A)

UPON MOTION duly made and seconded, the Board approved and  
authorized execution of amendment to agreement with Johnson,  
Mirmiran & Thompson, Inc. for Project No. 1076, On-Call  
Construction, Inspection, and Engineering Services.

**MINUTES**

Department of Housing and           - Interdepartmental  
Community Development (DHCD)   Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an interdepartmental memorandum of understanding (MOU) with the Baltimore City Health Department (BCHD). The period of the MOU is July 1, 2010 through June 30, 2011.

**BACKGROUND/EXPLANATION:**

\$403,800.00 - 2089-208911-5930-433927-603051

**MBE/WBE PARTICIPATION:**

Pursuant to the guidance of the Department of Housing and Urban Development (HUD), a MOU will be executed for the utilization of Community Development Block Grant funds to support other City agencies. The BCHD is an agency that is proactive and responsive to the needs of older adults, their families and caregivers. Through its role as primary advocate, the BCHD seeks to develop innovative and efficient approaches to developing services, assuring access and enhancing the overall quality of life for seniors. This interdepartmental MOU has been executed in order that funds may be disbursed.

On June 30, 2010, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2010 Annual Action Plan for the following formula programs:

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



**MINUTES**

DHCD - cont'd

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2010 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the interdepartmental memorandum of understanding with the Baltimore City Health Department.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the land disposition agreement with Mr. Moses Green, developer, for the sale of the property located at 617 E. Chase Street, located in the Johnston Square Urban Renewal Area.

**AMOUNT OF MONEY AND SOURCE:**

\$9,000.00 - Sale price

**BACKGROUND/EXPLANATION:**

The improvement will consist of the total rehabilitation of 617 E. Chase Street into a for-sale homeownership unit in accordance with finally approved plans. The project will be privately funded. A good faith deposit of \$1,000.00 is required ten days after Board of Estimates approval.

**STATEMENT OF RATIONALE FOR SALE BELOW THE APPRAISED VALUE**

The purchase price for the property will be \$9,000.00. The appraised value is \$16,000.00. Selling below the appraised value will help to stabilize the neighborhood. This property has been blocked off and vacant for more than three years and in need of repair. The property sits next to another City owned vacant property on the block. Rehabilitation of this property will help to remove the blight from the neighborhood and provide a tax base for the City. It will also help to encourage the

## MINUTES

+DHCD - cont'd

purchases and redevelopment of other vacant properties in the neighborhood. In addition, the developer already owns a property adjacent to 617 E. Chase Street, so he is familiar with the neighborhood.

**MBE/WBE PARTICIPATION:**

The properties are not subject to Article 5, Subtitle 28 of the Baltimore City Code.

**A LETTER OF PROTEST HAS BEEN RECEIVED FROM MARYLAND MINORITY CONTRACTORS ASSOCIATION.**

**(FILE NO. 57180)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Mr. Moses Green, developer, for the sale of the property located at 617 E. Chase Street, located in the Johnston Square Urban Renewal Area.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the land disposition agreement with Bibleway Missionary Baptist Church, developer, for the sale of the properties located at 1103, 1105, 1106, 1107, 1108, 1110, 1111, 1112, 1113, 1114, 1115, 1118, 1120, 1122, and 1123 N. Port Street (Block 1555; Lots 092, 091, 071, 090, 072, 073, 088, 074, 087, 075, 086, 077, 078, 079 and 082), in the Milton Montford Neighborhood.

**AMOUNT OF MONEY AND SOURCE:**

\$ 1,000.00 - Purchase price per property

**BACKGROUND/EXPLANATION:**

The improvements will consist of the consolidation of the fifteen lots into one lot. The lot will be developed into a parking facility. The developer is a non-profit organization/church that provides community services; the organization needs the parking lot for use by its congregation.

**MBE/WBE PARTICIPATION:**

The properties are not subject to Article 5, Subtitle 28 of the Baltimore City Code.

(FILE NO. 57181)

**A LETTER OF PROTEST WAS RECEIVED FROM MARYLAND MINORITY CONTRACTORS ASSOCIATION.**

City Solicitor: "Mr. Vice Chair why don't we call the other protest, by the same group, which I think is on page 80 and 81 of the Agenda.

Vice President: "Okay."

MINUTES

City Solicitor: "Anybody here on the behalf of the protestant? (No Response). MOVE the approval of the items as submitted on pages 80 and 81."

Comptroller: "Second."

Vice President: "All those in favor say AYE. All Opposed NAY. The AYE's have it. Motion carries."

\* \* \* \* \*

CLERK'S NOTE - This motion is for the items on pages 3883 - 3886 of the minutes.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>			
1. Glenn H. Goldberg & Ronnie Marc Goldberg, Trustee of the Ronnie Marc Goldberg Revocable Trust	921 N. Duncan St.	G/R \$48.00	\$ 320.00
2. James J. Muse, Dorothy Muse- deceased & Robert T. Muse	2021 E. Chase St.	F/S	\$21,500.00
3. Albert J. Mills & Rose L. Mills	1832 E. Chase St.	F/S	\$26,000.00

Funds are available in account 9910-906416-9588-900000-704040, EDBI Project, Phase II.

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

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Department - Rescission and Approval of Condemnation</u>			
4. Eric Sapp	923 N. Washington St.	L/H	\$29,418.44

On February 3, 2010, the Board approved the acquisition of the leasehold interest in 923 N. Washington Street, by condemnation, for the amount of \$11,720.00. An updated evaluation resulted in a value of \$69,200.00. The owner elected a jury trial. On October 18, 2010, the jury returned a verdict of \$40,000.00. The Board is requested to approve the difference between the initial Board approval of \$11,720.00 and the jury verdict of \$40,000.00, plus interest of \$1,138.44 which makes the total amount \$29,418.44.

Funds are available in account 9910-906146-9588-900000-704040.

**(FILE NO. 56017)**

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

**MINUTES**

Department of Housing and - Quarterly Report on Loan  
Community Development Subordinations

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** receipt of the quarterly report on loan subordinations from the Department of Housing and Community Development (DHCD).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

This quarterly report outlines loan subordination requests received from homeowners and approved by the DHCD.

On February 23, 2005, the Board approved a Loan Subordination Policy. Under the policy, the DHCD is given the authority to execute subordination agreements from homeowners seeking to refinance first mortgages, provided the homeowner did not receive any cash-out from the refinance.

The DHCD's Finance Review Committee has reviewed and approved four subordination agreements during 2010, which allows the City's second lien position to remain unchanged.

All other requests from homeowners for equity withdrawal, when refinancing, are presented to the Board and the Director of Finance for approval, pursuant to the policy previously approved by the Board.

**(FILE NO. 57077)**

The Board **NOTED** receipt of the quarterly report on loan



MINUTES

DHCD - cont'd

subordinations from the Department of Housing and Community Development.

## MINUTES

TRAVEL REQUESTSFire Department

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1. Scott Merbach Stephen Karas William Anuzsewski Charles Sharpe Gordon Wallace David Povilitz	State Urban Search and Rescue Alli- ance Meeting Reno, NV Nov. 14 - 17, 2010	FY08 USAR Funds	\$5,224.80

The subsistence rate for this location is \$155.00 per day. The airfare for Messrs. Merbach, Karas, Anuzsewski, and Sharpe has been prepaid on a City credit card assigned to Mr. Scott Merbach in the amount of \$1,503.20, which is included in the total. Therefore, the amount to be disbursed to those attendees is \$495.00 each. Messrs. Wallace and Povilitz will each receive \$870.80.

Health Department

2. John Christian Hague	American Public Health Assoc. Annual Meeting & Expo Nov. 7 - 10, 2010 Reg. Fee \$420.00	STD Sur- veillance Network	\$1,577.73
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The subsistence rate for this location is \$224.00 per day. The hotel cost is \$205.00 per day, not including hotel taxes of \$30.44 per night. Therefore, the Department is requesting additional subsistence in the amount of \$21.00 per day to cover the cost of food, which is included in the total.

## MINUTES

TRAVEL REQUESTSHealth Department - cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
3. Leyla Layman	American Society of Criminology Conference San Francisco, CA Nov. 16 - 20, 2010 (Reg. Fee \$190.00)	FY09 Recovery Act Edward Byrne Me- morial Grant	\$1,885.84

The subsistence rate for this location is \$237.00 per day. The hotel cost is \$209.00 per day, not including hotel taxes of \$29.51 per night. Therefore, the Department is requesting additional subsistence in the amount of \$12.00 per day to cover the cost of food, which is included in the total. The airfare in the amount of \$521.80 and the registration fee of \$190.00 was prepaid on a City credit card assigned to Ms. Jacqueline Duval-Harvey, which is included in the total. Therefore, the amount to be disbursed to the attendee is \$1,364.04.

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

**MINUTES**

Baltimore Development Corporation - Waiver of Payment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a waiver of payment by Sinai Hospital of Baltimore, Inc. (Sinai) of the appraised value of a portion of Greenspring Avenue.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

A closing agreement with the Sinai Hospital of Baltimore, Inc. was entered into on September 23, 2009. The agreement outlines terms, provisions, and obligations for the closure of a 2.22 acre portion of Greenspring Avenue right-of-way. The agreement states that the purchaser (Sinai) will pay to the City the appraised value of \$400,000.00 fee simple for the land. However, the street proposed to be closed was deeded to the City in 1950 from an affiliate of Sinai for the consideration of \$1.00.

Sinai Hospital is in the process of expanding its facilities located at Belvedere Avenue and Greenspring Avenue, which will add approximately 918,632 square feet of land to the Sinai/Levindale development.

This development will create an additional 461 permanent jobs and 220 construction jobs. Sinai Hospital needed to close an unimproved portion of Greenspring Avenue in order to accommodate its storm water management pond.

The Baltimore Development Corporation is requesting a waiver of the \$400,000.00 appraised value of a portion of Greenspring Avenue. The City no longer has a need for the 2.22 acre unimproved portion of right-of-way.

**MINUTES**

BDC - cont'd

**MBE/WBE PARTICIPATION:**

Article 5, Subtitle 28 of the Baltimore City Code is fully applicable. Sinai Hospital will sign a commitment to comply and be bound by the City's MBE/WBE requirements in lieu of paying the fair market value for the land to be relinquished by the City.

**(FILE NO. 57187)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the waiver of payment by Sinai Hospital of Baltimore, Inc. of the appraised value of a portion of Greenspring Avenue.

**MINUTES****PROPOSAL AND SPECIFICATIONS**

- Department of Transportation - TR 11001, Reconstruction of  
Alleys Various Locations  
**BIDS TO BE RECV'D: 11/17/2010**  
**BIDS TO BE OPENED: 11/17/2010**
- Department of Transportation - TR 11003, Material Testing 2011  
(Phase I)-Various Citywide  
Projects  
**BIDS TO BE RECV'D: 11/24/2010**  
**BIDS TO BE OPENED: 11/24/2010**
- Department of Transportation - TR 09005, Reconstruction of  
Footways Citywide  
**BIDS TO BE RECV'D: 11/24/2010**  
**BIDS TO BE OPENED: 11/24/2010**

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

\* \* \* \* \*

Vice President: "If there is no more business before the Board, the Board will recess until twelve o'clock noon. Thank you."

## MINUTES

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

\* \* \* \* \*

**BIDS, PROPOSALS AND CONTRACT AWARDS**

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

Bureau of Purchases

- B50001673, Inspection, Repair and Maintenance Services and Related Work for Automatic Sprinkler Systems  
**BIDS TO BE RECV'D: 11/27/2010**  
**BIDS TO BE OPENED: 11/27/2010**





MINUTES

Bureau of Purchases

- B50001654, Quick Lime 2010

Carmeuse Lime, Inc.  
Greer Industries, Inc.  
dba Greer Lime Company

Bureau of Purchases

- B50001660, Furnish, Deliver and  
Install Energy Star Rated  
Refrigerators for the  
Weatherization Assistance Program

Business Services Solutions  
HH Gregg Appliances & Electronics  
Hawkeye Construction  
Lake Region, Inc.

Department of Finance

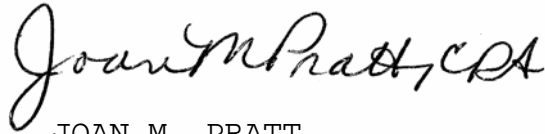
- Tax Sale Auction of Tax Sale  
Liens

THERE WERE NO BIDS RECEIVED.

\* \* \* \* \*

## MINUTES

There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, November 3, 2010.

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

JOAN M. PRATT  
Secretary