

MINUTES

REGULAR MEETING

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

The meeting was called to order by the President.

MINUTES

Department of Public Works/ - Scheduling of Public Hearing on
Department of Finance Proposed Water and Sewer Rate
Increases and Miscellaneous Fee
Increases

ACTION REQUESTED OF B/E:

The Board is requested to schedule a hearing for the proposed water and sewer rate increases. Notice of the proposed rates will be published as required. A hearing of June 3, 2009, at 9:00 a.m. is suggested.

BACKGROUND/EXPLANATION:

Pursuant to Ordinance 941 which implements the City Charter Amendment, approved by the voters in 1978, the water and wastewater utilities must be maintained as self-sustaining operations. Under this Ordinance, it is the duty of the Director of Finance and the Director of Public Works to recommend to the Board of Estimates rates and charges to make each utility financially self-sustaining. It is recommended that water rates be increased approximately 9% and sewer rates be increased approximately 9% for consumers in Baltimore City. Eligible senior citizen consumers age 65 and older in Baltimore City who apply and whose annual household income does not exceed \$25,000.00 will receive a 30% discount on water and sewer rates. Also, a water rate increase of approximately 9% is recommended for consumers in Howard, Anne Arundel and Carroll Counties. Increased cost of water and sewer service will be passed on to Baltimore County through the City-County Agreements. Baltimore County establishes its own rates with City concurrence.

Current rates and proposed rate schedules follow:

MINUTES

DPW/Finance - cont'dBaltimore City Water

<u>Quarterly Use Block</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
First 50 Units	\$2.265 per unit	\$ 2.469 per unit
Next 450 Units	1.393 per unit	1.518 per unit
Over 500 Units	.957 per unit	1.043 per unit

Baltimore City Sewer

	<u>Current Rate</u>	<u>Proposed Rate</u>
All Units	\$3.045 per unit	\$3.319 per unit

Howard County Water

<u>Wholesale Service</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
	\$.976 per unit	\$1.064 per unit

Anne Arundel County Water

<u>Quarterly Use Block</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
First 50 units	\$2.385 per unit	\$2.600 per unit
Next 450 units	1.393 per unit	1.518 per unit
Over 500 units	.957 per unit	1.043 per unit

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DPW/Finance - cont'd

Carroll County Water

<u>Raw Water</u>	<u>Current Rate</u>	<u>Proposed Rate</u>
	\$.344 per unit	\$.375 per unit

If adopted, the proposed rates will be effective June 4, 2009. Any consumption up to and including June 3, 2009, will be billed at the current rates.

For the typical City household (family of four, 39 units of water per quarter) the current and proposed quarterly bill would be as follows:

	<u>Current Rate</u>	<u>Proposed Rate</u>	<u>Difference</u>
	<u>Quarterly Bill</u>	<u>Quarterly Bill</u>	
Water	\$ 88.34	\$ 96.29	\$ 7.95
Sewer	118.76	129.44	10.68
Total	\$ 207.10	\$ 225.73	\$ 18.63

The last rate increase was effective May 29, 2008.

A new chart of minimum quarterly charges will be prepared.

It is also recommended that miscellaneous water fees be increased as follows:

MINUTES

DPW/Finance - cont'dMiscellaneous Fees

	<u>Current</u>	<u>Proposed</u>
Abandonment of water Supply Service		
$\frac{3}{4}$ " water service	\$235.00	\$255.00
1" water service	\$235.00	\$255.00
1 $\frac{1}{2}$ " water service	\$400.00	\$435.00
2" water service	\$400.00	\$435.00
Reduce $\frac{3}{4}$ " meter to 5/8" meter	\$110.00	\$120.00
Reduce 1" meter to $\frac{3}{4}$ " meter	\$145.00	\$160.00
Reduce 1" meter to 5/8" meter	\$145.00	\$160.00
Reduce 2" meter to 1 $\frac{1}{2}$ " meter	\$695.00	\$760.00
Testing of City-owned meter (at owner's request) 5/8", $\frac{3}{4}$ ", 1"	\$ 65.00	\$ 70.00
Private Fire Protection Fee	\$ 90/Yr.	\$100/Yr.
Turn-off/Turn-on Charges		
5/8" - 1" meters	\$ 60.00	\$ 65.00
1 $\frac{1}{2}$ " - Up	\$ 90.00	\$100.00
Official Vacancy Fee	\$175.00	\$190.00
Fire Flow Test	\$465.00	\$505.00
Fire Hydrant Permit	\$110.00	\$120.00

If adopted, the miscellaneous water fees will be effective June 4, 2009.

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DPW/Finance - cont'd

President: "The first item on the non-routine agenda is Pages 1 through 3, Water Rate."

Director of Public Works: "Thank you madam President. In light of the recent events with the water main break in Lombard Street, Madison Street not too long ago and currently today, we are working another large main break. This really underscores the need for more investment in our infrastructure. Many of our older cities are struggling with this lack of investment and the City is taking more of a proactive approach under this administration, under the leadership of this Board of Estimates and of the Council to make sure that we do a full evaluation of our water system and really refocus on what we need to focus on. 'Whereas we say out of sight out of mind', and we know we have an infrastructure that is over 100 years old and needs the investment. So, I have asked Ms. Kishia Powell who is our Bureau Head for Water and Wastewater under the Department of Public Works just to make a few remarks today."

Mayor: "Before Ms. Powell makes her remarks, I do want to -- I

MINUTES

DPW/Finance - cont'd

have been in and experienced with her now in the last several months, two very major water breaks that happened in the City. This one going on now along with one on a Sunday morning on Madison, and I really have to commend her and her entire team who have been working. I cannot begin to tell you. You have to be there to experience it. Particularly, as a layman, but to really understand the detail and how thorough she has really taken that Department and the work that you do and your team has been phenomenal."

Ms. Powell: "Thank you."

Mayor: "I just wanted to make that note."

Ms. Powell: "Thank you so much. We appreciate having you there and having your support."

President: "Just for the record, just state your name."

Ms. Kishia Powell: "My name is Kishia Powell. I am the Bureau Head of Water and Wastewater for the City of Baltimore, Department of Public Works. As the Director already stated, I am still waking up from last night. I am sorry. As the Director

MINUTES

DPW/Finance - cont'd

stated, we had a major water main break yesterday, which just underscores the issue that we have, that is just part of the issue. The proposed rate increase is 9%, which would increase the yearly bill \$75.00 over the current bill that you would receive. We have already received information from Baltimore County that they are looking into raising their rates. So all of the utilities in this economic time realize that they are playing a balancing act between maintaining their infrastructure and meeting these unfunded mandates as well as regulatory obligations and how we do that. Because we are stewards of infrastructure that is critical to public health, and critical to the economy as well as growth and development those are hard decisions that we have to make. But, when we look at the rate increase, we understand that it is a burden to all of the citizens in this area as well as across the country, and we try to do that in a sensitive manner. We evaluate our budget, we evaluate our operational needs as well as our capital needs, and we have come up with a number using a financial model. So that

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DPW/Finance - cont'd

is not taken lightly. We are trying to in this year especially with National Drinking Water Week coming up next week, highlight and underscore the importance of our infrastructure and what we do to deliver safe quality drinking water, some of the best tasting, some of the best quality in the country, to everyone's taps. Let everyone know that this process starts far up in our reservoirs a lot of management activity, and even as far as making sure that we have adequate water supply. That is something that the Mayor not too long ago discussed at a Water Summit. So, those are real issues that we are tackling. But we are trying to express to citizens the value of water. For less than a penny, you can have an eight ounce glass of water. We pay more than \$1.00 for a bottle of water. For less than \$0.5 you can take a shower. That is real value. But we understand that our citizens do not understand that value until we stop providing quality service. That is what we have been working on. In our response to main breaks, making sure that they are

MINUTES

DPW/Finance - cont'd

timely. We are trying to become among those world class best in class utilities, and we believe that is marked by quality and leadership. Quality service and leadership. Everyday in the City, we are using enough water to fill the Baltimore World Trade Center, and we show that example to put it in people's minds, put it in perspective how much water we are losing. This is why we are paying to treat but we are not using that water that is going to waste, and that is money that we have spent. So, we need to spend money to button up our system, so that we are not having that waste, and those are savings that we are looking to pass on to our consumers. But in addition to the water distribution system, that is not the only thing that we are dealing with, we have a billion dollar consent decree that has been ongoing. The first results of that from Jones Falls are out. We are looking at a range of \$58,000,000.00 in improvements for our first priority improvements, which we are going to begin making by the end of this year, to close to \$350,000,000.00 for just one sewer shed. When you look at the maps, this is work that touches the whole sewer shed. So, we envision that the whole City will be under construction for

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DPW/Finance - cont'd

sewer work. We want to use that as an opportunity to address our water system as well. But we also have our Wastewater Treatment Plants, our enhanced nutrient removal upgrades. We are looking at building a new water treatment plant at Fullerton. I think that people don't recognize that we supply 1.8 billion people a day with quality drinking water in this region. Not just the City of Baltimore. So, our task is very large and we are looking at investing. We are looking at increasing efficiency in our operations. We are looking at investing even on our staff. Everything is regulated in our industry from all of our tasks. To keeping our licenses as professional engineers and licensed operators. Those things cost. So we ask that as we move through this period, and you start thinking about the merits or thinking about proposed rate increase, you think about the merits of that and what we are using that for, and that you recognize that we are trying to be good stewards in using the citizens money."

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DPW/Finance - cont'd

President: "Thank you. Are there any questions?"

Director of Public Works: "Thank you."

President: "Thank you very much for the work that you are doing. You have a monumental task. When I saw, I think it's being called what is it Lake Lombard last night. I knew that you and your staff were up to the task and hopefully with this increase we will be able to make better progress on upgrading and updating our system so we won't have as many of these catastrophes."

Ms. Powell: "Thank you so much for your continued support. We look forward to seeing you all at Liquid Assets on this coming Monday. We have to get that plug in."

Director of Public Works: "Madam President, may I make a Motion to MOVE approval of the scheduling of the Hearing on the Proposed Water and Sewer Rate Increases and Miscellaneous Fee Increases."

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DPW/Finance - cont'd

President: "Is there a second?"

City Solicitor: "Second."

Mayor: "All those in favor, say AYE. All Opposed NAY. Motion carries."

Ms. Powell: "Thank you."

President: "Thank you very much."

UPON MOTION duly made and seconded, the Board approved scheduling of the Hearing on June 3, 2009 on the Proposed Water and Sewer Rates.

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MINUTES

BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

American Tennis Courts, Inc.	\$ 1,500,000.00
Armond Cassil Railroad Construction, Inc.	\$133,902,000.00
Biscayne Contractors, Inc.	\$ 8,000,000.00
Martin J. Braun Company	\$ 8,000,000.00
Brown's Communication, Inc.	\$ 1,323,000.00
Caplan Brothers, Inc.	\$ 8,000,000.00
Compass Environmental, Inc.	\$142,000,000.00
Concrete Technology Services	\$ 8,000,000.00
Freestate Electrical Service Company	\$ 1,500,000.00
Handon Services, Inc.	\$ 1,500,000.00
Keller Brothers, Inc.	\$ 8,000,000.00
Klicos Painting Company, Inc.	\$ 22,095,000.00
Shaun Merrell & Associates, Inc.	\$ 1,395,000.00
Monumental Paving & Excavating, Inc.	\$ 42,672,000.00
Mullan Nursery Company, Inc.	\$ 612,000.00
Optimum Controls Corporation	\$ 8,000,000.00
Orfanos Contractors, Inc.	\$ 8,000,000.00
Peregrine Installation Company	\$ 9,045,000.00
PIM Corporation	\$ 1,500,000.00
Pioneer Contracting Services Company, Inc.	\$ 8,000,000.00
R&F Construction, Limited	\$ 8,000,000.00
James C. Stahl, LLC	\$ 4,140,000.00
Summerhill Cabinets	\$ 1,008,000.00
Trenton Contracting Company, Inc.	\$ 1,500,000.00
Carl M. Webber/Steel Services, Inc.	\$ 3,240,000.00

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Boards and Commissions - cont'd2. Prequalification of Architects and Engineers

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

McKee & Associates, Inc.	Engineer
PEER Consultants, P.C.	Engineer
Piping and Corrosion Specialties, Inc.	Engineer
Site Resources, Inc.	Landscape Engineer

There being no objections, the Board, UPON MOTION duly made and seconded, approved the aforementioned prequalification of contractors, architects, and engineers.

MINUTES

Department of Audits - Audit Report and Related
Audit Digest

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

Mentoring Children of Incarcerated Parents Grant Program
Number 90CV0215 Awarded to the Mayor's Office for
Children, Youth and Families (Baltimore Rising, Inc.)
from the U.S. Department of Health and Human Services
for the Period from July 30, 2004 - December 31, 2007

The Board **DEFERRED** this item until May 6, 2009.

MINUTES

Bureau of General Services - Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	3242 Foster Ave.	3242 Real Property, LLC	Retain awning w/signage, five flat signs, six fluorescent tubes, six spot reflectors

Annual Charge: \$1,519.80

2.	12-14 E. 25 th Street	C3 Investments, Inc.	Three awnings, two @ 57.6', one @ 41.3', four spot reflectors
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Annual Charge: \$ 399.05

3.	2109 W. Pratt St.	Hyun Young Oh	Awning w/signage 14.75' x 4.5'
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Annual Charge: \$ 209.70

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

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

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UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

1452 - 1453

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

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

Department of Transportation

1. EWO #003, \$146,948.52 - TR 04301, Resurfacing Erdman Avenue from Sinclair to Macon Street

 \$ 1,318,306.12 \$ 567,682.63 Machado Constr. - -
 Co., Inc.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$117,558.82	9950-917001-9507	9950-904703-9514
Federal	Constr. Res.	Contingencies
	Highways Federal Aid	Resurfacing Erdman Avenue

This transfer will cover costs associated with Contract No. TR 04301 Change Order No. 3 to Machado Construction Co., Inc.

3. EWO #021, \$47,000.00 - TR 04308R, Charles Street Resurfacing & Streetscape from Madison Street to North Avenue

 \$ 9,095,012.75 \$ 549,249.02 Civil Constr., - -
 LLC

Bureau of Water & Wastewater

4. EWO #018, \$146,034.26 - S.C. 812, Improvements to the Lower Gwynns Run Interceptor

 \$21,206,342.00 \$2,306,677.99 Carp-Seca Corp. 0 99%

MINUTES

EXTRA WORK ORDERS

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

Bureau of Water & Wastewater - cont'd

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|----|--|-----------------------|------------------|---------|
| 5. | EWO #018, \$37,438.40 - S.C. 833R, Improvements to Greenmount Branch (JGA) Interceptor, Phase II | | | |
| | <u>\$18,210,320.00</u> | <u>\$1,499,441.82</u> | Northeast/Remsco | 0 98% |
| | | | Constr. Inc. | |
| 6. | EWO #019, \$62,086.20 - S.C. 833R, Improvements to Greenmount Branch (JGA) Interceptor, Phase II | | | |
| | <u>\$18,210,320.00</u> | <u>\$1,536,880.22</u> | Northeast/Remsco | 0 96.6% |
| | | | Constr. Inc. | |

MINUTES

Bureau of Water and Wastewater - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve task assignment no. 1 with Johnson, Mirmiran & Thompson Inc. (JMT) under Project No. 1076, Management Services.

AMOUNT OF MONEY AND SOURCE:

\$151,780.29 - 9960-903689-9557-900020-705032

BACKGROUND/EXPLANATION:

In accordance with the JMT's proposal dated February 11, 2009, the company will provide construction management services on W.C. 1167, Urgent Need Infrastructure Rehabilitation and other urgent needs contracts.

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 task assignment no. 1 with Johnson, Mirmiran & Thompson Inc. under Project No. 1076, Management Services.

MINUTES

Department of Transportation (DOT) - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve task assignment no. 1, with Whitman, Requardt & Associates and Johnson, Mirmiran & Thompson, Inc. (JMT), Joint Venture, under Project 1081, On Call Bridge Design Services.

AMOUNT OF MONEY AND SOURCE:

\$146,260.42 - 9950-506-700-20-332

BACKGROUND/EXPLANATION:

Task assignment no. 1 will allow preparation of an inspection report for the project, Edison Highway Bridge over Amtrak Bridge Rehabilitation. The JMT will provide independent hands on field inspections, detailed inspection report, plan sheets repairs, cost estimates, and contract specifications.

MWBOO SET GOALS OF 21% MBE AND 7% WBE UNDER THE ORIGINAL CONTRACT.

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>
\$160,886.46	9950-507-700	9950-506-700-3
MVR	Constr. Res.	Design & Studies
	Edison Highway over	Edison Highway over
	Amtrak Bridge	Amtrak Bridge

This transfer will funds costs associated with the field inspection, preparation of the field inspection report, plans, cost estimate, and contract specification for the project, Edison Highway over Amtrak Bridge Rehabilitation.

MINUTES

DOT - cont'd

UPON MOTION duly made and seconded, the Board approved task assignment no. 1, with Whitman, Requardt & Associates and Johnson, Mirmiran & Thompson, Inc. (JMT), Joint Venture, under Project 1081, On Call Bridge Design Services. The transfer of funds was approved subject to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

MINUTES

Department of Transportation (DOT) - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve task assignment no. 8, to STV, Inc., under Project 1074, On Call Consultant Services for Reconstruction, Rehabilitation, and Reconstruction Projects.

AMOUNT OF MONEY AND SOURCE:

\$221,902.64 - 9950-903742-9508-900020-703032
39,159.29 - 2040-000000-5480-395900-603018
\$261,061.93

BACKGROUND/EXPLANATION:

Task assignment no. 8 provides for final design and construction documents for the relocation of workspaces, creation of new conference rooms, reconfiguration of waiting area, as well as lighting, mechanical, electrical, and plumbing upgrades as necessary.

MWBOO SET GOALS OF 21% MBE AND 7% WBE UNDER THE ORIGINAL CONTRACT.

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

MINUTES

DOT - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$221,902.64	9950-904742-9509	9950-903742-9508
MVR	Constr. Res.	Design & Studies
	DOT Facility	Benton Bldg. Design
		- DOT

This transfer will fund costs associated with Project No. 1074, Task No. 8 for the On-Call Design contract with STV, Inc. for the final design and preparation of the construction documents for the refiguration of the 5th, 6th, and 7th floors of the Department of Transportation Offices in the Benton Building.

UPON MOTION duly made and seconded, the Board approved task assignment no. 8, to STV, Inc., under Project 1074, On Call Consultant Services for Reconstruction, Rehabilitation, and 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

TRANSFERS OF FUNDS

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UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

1460 - 1463

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

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
1. \$ 15,717.55 M&CC	9911-600-858 Constr. Res. BDC Acq./Dev.	9910-903352-9601 M&CC - Warner St./ Russell St.
4,369.50 M&CC	9911-903859-9600 Constr. Res. BDC Econ. Dev.	9910-905852-9601 M&CC - Econ Dev. Incentives
10,907.69 M&CC	9910-904115-9600 Constr. Res. West Side Init.	9910-905825-9603 M&CC - West Side Downtown
1,128.00 M&CC	9910-903354-9600 Constr. Res. W. Balto. Ind. & Comml. Dev.	9910-904354-9601 M&CC - W. Balto. Ind. & Comml. Dev.
2,283.16 M&CC	9910-904982-9600 Constr. Res. Comml. Revit. Program	9910-902879-9601 M&CC - Comml. Revit.
4,205.00 19 th EDF	9910-905575-9600 Constr. Res. E. Balto. Ind. & Comml. Dev.	9910-906575-9601 19 th EDF - E. Balto. Ind. & Comml. Revit
645.00 21 st EDF	9910-902483-9600 Constr. Res. W. Balto. Ind. & Comml. Dev.	9910-904354-9601 21 st EDF - W. Balto. Ind. & Comml. Dev.
4,750.00 <u>21st EDF</u>	9910-904982-9600 Constr. Res. Comml. Revit. Program	9910-902879-9601 21 st EDF Comml. Revit.
\$ 44,005.90		

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation - cont'd</u>		
This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending December 31, 2008.		

2. \$ 37,629.81 21 st EDF	9910-902873-9600 Constr. Res. Brownsfield In- centive Fund	9910-904354-9601 W. Balto. Ind. & Comml. Dev.
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This transfer will provide funds to KCI Technologies for expenses and payments related to the evaluation and investigation of environmental contamination at the Gateway South project site as well as the preparation of environmental documents related to the Federal funds allocated to this project.

Department of Transportation

3. \$145,937.44 MVR	9950-903378-9509 Constr. Res. Electronic Docs. Mgmt. System	9950-902378-9508 Electronic Docs. Mgmt. System
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This transfer will clear the deficit in the account and fund the costs associated with the award of the Task Nos. 3 & 7 for Project No. 1074 to STV, Inc. for the Electronic Document Management System.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Transportation - cont'd</u>		
4. \$ 74,632.02 MVR	9950-905212-9528 Constr. Res. Inner Harbor Pedes- trian Wayfindings	9950-904212-9527 Design & Studies Inner Harbor Pedes- trian Wayfindings

This transfer will fund costs associated with the award of Task Nos. 24, 25, and 26, for Project No. 1006, Inner Harbor Pedestrian Wayfindings, to Johnson, Mirmiran & Thompson, Inc.

5. \$ 12,727.63 MVR	9950-906139-9528 Constr. Res. Pennsylvania Ave. Main Street Imprv.	9950-916139-9527 Pennsylvania Ave. Beautification
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This transfer will cover the costs associated with Change Order No. 3 for Project No. 06018 to LAI Construction Services, Inc.

Bureau of General Services

6. \$ 50,000.00 Gen. Funds	9916-906175-9194 Street Cut Section Office Improvements Reserve	9916-906174-9197 Street Cut Section Office Improvements Active
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The Street Cut Section Office will be moved from the 2nd to 5th floor in the Abel Wolman Building. This move resulted from the consolidation of the personnel office within the Department of Public Works on the 2nd floor. This transfer will cover the cost associated with the move as well as costs associated with improvements needed to make the new location ready.

MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BGS</u> - cont'd			
7.	\$300,000.00	9916-903192-9194	9916-904192-9197
	Other Funds	Central Garage	Central Garage
		Substation Repairs	Substation Repairs
		Reserve	Active

The Fleet Management Division substation facilities were built in the mid-sixties and are in need of renovation and repair. The first phase of this project will address critical repair issues as well as provide for an evaluation of the overall condition of the facilities.

MINUTES

Police Department - Expenditure of Funds

The Board is requested to approve the following expenditure of funds:

1. **BALTIMORE CITY COMMUNITY COLLEGE (BCCC)** **\$ 11,088.00**

Account: 1001-000000-2000-196100-603020

The funds will be used to pay tuition and book fees for 50 police academy trainees in the Spring & Summer 2008-02 class.

Police Academy Trainees are required to take college courses and pass them with no less than a "C" in each class as a condition of their employment with the Baltimore Police Department. The program is part of the required police academy training.

2. **BIOMEDICAL WASTE SERVICES, INC.** **\$ 11,536.00**

Account: 1001-000000-2040-220100-603026

The Police Department is requesting approval to ratify payment to BioMedical Waste Services, Inc. The company picked-up and disposed of boxes containing bio-medical/hazard waste from the Evidence Control Unit, the Evidence Control Unit's Warehouse, and the Trace Lab Unit. The boxes contained hazardous items that are no longer needed for investigation, prosecution, or court appearances, and have been purged to make room for new types of bio-hazardous property, which are brought to the warehouse for storage.

MINUTES

Police Dept - cont'd

3. **DISCOUNT FORUM** **\$ 2,491.67**

Account: 1001-000000-2040-220100-603026

The Police Department is requesting approval to ratify payment for janitorial services at the off-site locations: 1) BPD sub-station, 118 N. Howard Street, 2) F&M Building, 242 W. 29th Street, and 3) Martin State Airport, Aviation Hangar, 701 Wilson Point Road. The invoices are for the period September 1-30, 2008.

This request is late because the Department was waiting for the processing of a new purchase order for this service.

4. **SPRINT** **\$24,438.10**

Account: 1001-000000-2040-220500-603004

Sprint provides essential wireless services, which are critical to the day to day operations of the Baltimore City Police Department. Sprint Wireless, through its wireless service, provides a discreet tool for local and out of jurisdiction investigations, to include wireless services for daily covert operations. Historically there has been no contract for this account. The Police Department is working to change the direct connect service to Verizon. The Board is requested to approve payment by expenditure authorization.

5. **VERIZON** **\$ 4,965.60**

Account: 1001-000000-2040-220500-603005

Verizon provides essential internet services, which are critical to the day to day operations of the Baltimore City Police Department. Verizon, through its internet service, provides internet access for Departmental administration and connectively for public safety applications, to the

MINUTES

Police Dept - cont'd

officers in the police vehicles. Additionally, this circuit is used to extend Baltimore Police Department Internet to various locations for business and investigative use. Historically, there has been no contract with Verizon Wireless for these services. The Police Department is working with Verizon Wireless to secure a contract.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the foregoing expenditure of funds. The Mayor **ABSTAINED** on item no.

1. The President **ABSTAINED** on item no. 5.

MINUTES

Health Department - Agreements, Amendments to Agreements
and a Grant Award Agreement

The Board is requested to approve and authorize execution of the various agreements, amendments to agreements, and a grant award agreement.

AGREEMENTS

	<u>Rate of Pay</u>	<u>Amount</u>
1. MICHAEL WESLEY MARSHALL, LCSW-C	\$115.00 per evaluation	\$ 5,060.00
2. KAREN ELLIS, LCSW-C	\$115.00 per evaluation	\$ 5,060.00

Mr. Marshall and Ms. Ellis will perform Pre-Admission Screening and Resident Reviews (PASRR) evaluations for Montgomery County residents. They will perform on-site evaluations of clients referred for nursing home placement; on-site evaluation of clients in nursing homes; and screen for mental illness, mental retardation, and developmental disabilities as part of the PASRR requirements of the Federal law. The period of the agreement is July 1, 2009 through June 30, 2010.

Account: 4000-425500-3110-537001-603018

3. VICTOR A. FERRANS, M.D.	\$200.00 per evaluation \$ 50.00 per eval. review	\$20,000.00
---	--	--------------------

Mr. Ferrans will work as a consultant for Adult Evaluation and Review Services (AERS) and provide comprehensive Pre-Admission Screening and Resident Reviews certification on

MINUTES

Health Department - cont'd

each evaluation conducted by the AERS multi-disciplinary team. He will document the results of the review and recommendations for each case record. The period of the agreement is July 1, 2009 through June 30, 2010.

Account: 4000-425500-3110-537000-603018

4. **TRAINING RESOURCES NETWORK, INC.** **\$ 51,990.00**
(TRN)

Account: 4000-427909-3040-276903-603051

The TRN will provide capacity building support services for the Minority AIDS Initiative (MAI). These services will address challenges and barriers in the delivery of outreach and primary medical care co-morbidity services; provide application development; and provide external application review of the FY'09 MAI applications to the Health Resources and Services Administration. In addition, the TRN will provide independent review of Requests for Proposal and provide three technical assistance and capacity building workshops. The period of the agreement is January 1, 2009 through July 31, 2009.

The agreement is late because the funds were awarded late in the grant year. In addition, changes to the budget accounting system delayed the processing of this agreement.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

AMENDMENTS TO AGREEMENTS

5. **BALTIMORE MEDICAL SYSTEM, INC.** **\$252,300.00**
(BMS)

Account: 4000-000000-3030-Z13529-600000

On February 4, 2009, the Board approved an agreement, in the amount of \$103,490.00, with the BMS to provide Refugee Health services. However, the cost for Tuberculosis (TB) screenings was not included in the original agreement. Under the terms of this amendment to agreement in the amount of \$252,300.00, the funds will cover the cost for 580 TB screenings @ \$435.00 each, making the total contract award \$355,790.00. All other terms and conditions of the agreement remain unchanged.

MWBOO GRANTED A WAIVER.

6. **RONALD S. SAVAGE** \$25.00 per **\$ 1,500.00**
hour

Account: 1001-00000-2400-258300-603018

On August 6, 2008, the Board approved the original agreement, in the amount of \$1,200.00 for Mr. Savage to serve as a member of the Vicious Dog Hearing Board. On December 24, 2008, the Board approved amendment no. 1 to the agreement to increase the payment to Mr. Savage by \$1,500.00, making the total amount \$2,700.00.

MINUTES

Health Department - cont'd

However, due to an increase in dog bite cases this amendment no. 2 will increase the agreement by \$1,500.00, making the total award \$4,200.00. All other terms and conditions of the agreement remain unchanged.

AUDITS REVIEWED AND HAD NO OBJECTION.GRANT AWARD AGREEMENT

- | | | |
|----|--|---------------------|
| 7. | CORPORATION FOR NATIONAL AND COMMUNITY
SERVICE (CNCS) | \$116,185.00 |
|----|--|---------------------|

Account: 4000-423409-3110-569000-400000

The Department has been awarded a grant from the CNCS to support the Retired and Senior Volunteer Program (RSVP). The RSVP has been funded since 1982 by the federal government to manage the RSVP, which serves seniors and retirees throughout Baltimore City. Under the terms of this agreement with the CNCS, the grant funds will be used to provide volunteer support services, to increase project staff travel, provide stipends for volunteers, for recognition activities, and other support costs. The period of the agreement is April 1, 2009 through March 31, 2010.

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, amendments to agreements, and the grant award agreement.

MINUTES

Mayor's Office of Minority and Women Owned Business Development - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an expenditure of funds to pay Class Act Catering, Inc.

AMOUNT OF MONEY AND SOURCE:

\$2,750.00 - 1001-125-001-02-326

BACKGROUND/EXPLANATION:

Class Act Catering, Inc. provided catering services for the 8th Annual City of Baltimore Procurement and Outreach Fair. The fair was held on April 6, 2009 at the Baltimore Polytechnic Institute. The event is the City's most comprehensive procurement and outreach fair for business owners. During this fair, business owners had an opportunity to network with City, State, and Federal quasi-public governmental agencies and corporate companies to increase procurement opportunities with the City of Baltimore.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds to pay Class Act Catering, Inc. The Mayor **ABSTAINED**.

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Amount</u>
<u>Health Department</u>		
1. Anne Bailowitz	UCLA Conference on Public Health and Disaster Torrance, CA May 2 - 6, 2009 (Reg. Fee \$395.00)	\$1,576.00
<u>Police Department</u>		
2. Arnold L. Pittman Thomas P. Jackson Lamont Bivens Kristel D. Vallair Kevin A. Jones Julian J. Min Christopher A. Kazmerak Ray B. Bennett Chris P. Brockdorf Sandra D. Forsythe	Frances Glessener Lee Homicide Seminar Baltimore, MD May 4 - 8, 2009 (Reg. Fee \$640.00) ea.	\$6,400.00
3. James N. Marsh Quinn G. Gooden Chakia N. Fennoy Roan D. Everett John J. Stasik Erin Bauer Samuel Clark	Crime Analysis Training Seminar Sykesville, MD May 16 - 20, 2009 (Reg. Fee \$525.00) ea.	\$3,675.00

MINUTES

TRAVEL REIMBURSEMENTOffice of the President

4. James B. Kraft \$1,565.87

On January 21, 2009 Mr. Kraft traveled to Albuquerque, New Mexico to attend the New Partners for Smart Growth Conference. The conference dates were from January 22-24, 2009. The subsistence rate for this location is \$129.00 per day. The hotel rate including taxes is \$136.85 per day, which is included in the total. Because of the location two days were required for traveling.

Air	\$ 601.49
Food	33.00
Hotel	547.38
Airport Fees	65.00
Car Service	10.00
Registration	309.00
Total	<u>\$1,565.87</u>

UPON MOTION duly made and seconded, the Board approved the travel requests and the travel reimbursement. The President **ABSTAINED** on item no. 4.

MINUTES

Department of Recreation and Parks - Right-of-Entry Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a right-of-entry agreement with the Friends of Hanlon Park (Friends) and the Garwyn Oaks/Northwest Housing Resource Center (Garwyn Oaks). The period of the right-of-entry agreement is May 15, 2009 through June 30, 2009.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Friends and Garwyn Oaks are non-profit community organizations that are working to preserve, promote, and improve their neighborhoods. They have received a grant from the Parks and People Foundation in the amount of \$3,551.00 to purchase community message boards and have hired a contractor to install the boards in Hanlon Park. They have also purchased plant materials to improve the landscaping in the surrounding area. This agreement will grant right-of-entry to these organizations and their contractor to perform the improvements in Hanlon Park and the adjacent green spaces.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the right-of-entry agreement with the Friends of Hanlon Park (Friends) and the Garwyn Oaks/Northwest Housing Resource Center (Garwyn Oaks). The President **ABSTAINED**.

MINUTES

Mayor's Office of Employment Development - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Program Year 2008 Temporary Assistance to Needy Families (TANF) grant award from the State of Maryland, Department of Labor, Licensing and Regulation. The period of the grant award is February 1, 2009 through June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$700,000.00 - H8986-631

BACKGROUND/EXPLANATION:

Under the terms of this TANF grant award, the funds will be used to provide eligible youth in foster care with job readiness training, job placement, and job retention services.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the acceptance of a Program Year 2008 Temporary Assistance to Needy Families grant award from the State of Maryland, Department of Labor, Licensing and Regulation.

MINUTES

Department of Housing and
Community Development (DHCD)

- First Amendment to UDAG
 Promissory Note and
 First Amendment to the
 Purchase Money Promissory
Note

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the first amendment to the Church Square Urban Development Action Grant (UDAG) promissory note and the first amendment to the purchase money promissory note.

The Board is also requested to approve and authorize the Commissioner of the DHCD to execute any and all legal documents to effectuate this transaction subject to review and approval for legal sufficiency by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

No additional funds are requested.

BACKGROUND/EXPLANATION:

On December 18, 1985, the Trustees for The City Loan and Guarantee Program acting by and through the Mayor and City Council of Baltimore and the Board of Estimates approved an \$800,000.00 UDAG mortgage and a \$218,000.00 CDBG purchase money mortgage to the Church Square Limited Partnership. The general partners of the limited partnership consist of Eager Bond Properties, Inc. (Carl W. Struever, President) and BDFP, Inc. (Reynolds Smith, Executive Director).

MINUTES

DHCD - cont'd

The original project involved the acquisition and redevelopment of a vacant site bounded by Bond Street, Ashland Avenue, Caroline Street and Gay Street into a 45,425 square foot shopping center and parking area with 100 spaces. The original project financing consisted of a construction loan in the amount of \$1,950,000.00 from Equitable Bank, N.A. secured by a first lien; the \$800,000.00 UDAG loan secured by a second lien; the \$218,000.00 CDBG Purchase Money Mortgage secured by a third lien; and equity in the amount of \$457,975.00. The construction loan was reduced to \$1,700,000.00 when it was converted to permanent financing.

The term of the UDAG was 25 years commencing upon project completion. The interest rate to this debt was 3% in years 1-6 of the loan term with interest deferred in years 1 and 2, and becoming payable in year 3. Interest was charged at 6% in years 7-25. Fixed principal and interest payments began in year 7 on a 25 year amortization schedule, with a balloon payment due in year 25.

The term of the CDBG Purchase Money Mortgage was 20 years. No interest or principal payments were due in years 1-5. Commencing in the sixth year, interest accrued at the rate of 2.75% per annum and the loan began amortizing on a 20 year term. A balloon payment was due in year 20. The partnership currently owes approximately \$771,554.00 on the UDAG loan plus accrued interest on an original balance of \$800,000.00 and approximately \$189,354.00 on the CDBG Purchase Money Mortgage. The sum of the accrued and deferred interest on both debts total approximately \$769,668.00.

MINUTES

DHCD - cont'd

The superior mortgage (currently held by Sun Trust Bank) has an interest rate of 8%. The loan is amortized on a ten-year amortization schedule with a 7-year call provision and a maturity date of September 1, 2009. The outstanding balance is approximately \$444,876.00.

The developer was not allowed a construction or development fee. However, the budget did contain a deferred development fee, accruing interest at 12% and payable from cash flow. Currently, the deferred development fee is approximately \$254,000.00. No interest on the development fee has been paid.

The Church Square Shopping Center has consistently lost money for the owner. Over the years, the owner has made operating loans totaling \$286,895.00 to the project (the "Operating Loans"). Additionally, \$358,299.00 in equity (the "Additional Equity") has been injected into maintenance, as the project itself could not provide the necessary capital. At the same

time, the project has had a positive impact on the neighborhood, providing much needed employment and grocery and retail amenities in a greatly underserved neighborhood. Church Square has been an important center of activity and stability in a community beset with challenges. The number of employees at Church Square numbered close to 100, including the grocery store (which was nearly half of the total when it was operational). Unfortunately, over the last several years the financial position of the project has worsened. The anchor tenant recently vacated its space and a replacement has been difficult to secure. The Department believes that the project will not be able to sustain on-going payments on the City loans.

MINUTES

DHCD - cont'd

Because a foreclosure event would not benefit the City or the neighborhood, the Department believes it would be in the City's best interest to assist the developer in a debt-restructuring plan.

A default or foreclosure would likely cause the project to change hands with the City's second and third position debt at risk. While a sales contract for the project is being negotiated at \$1,550,000.00, a foreclosure price is generally lower than a market price. There is no guaranty that the City's debt would be covered. Furthermore, there is no certainty that the sale will close. Without a sale, the development is likely to reach a crisis point at the beginning of September when the first loan is due.

During a foreclosure period, the management of the project would also suffer. Without an invested owner to assume maintenance and leasing duties, there could be additional tenant losses and infrastructure decline. The resulting lack of oversight would have potentially destabilizing impacts on the surrounding community.

The future of the development would be undetermined, with the City losing control of, or influence over, the new owner and use. Further, Mack's Gym, a neighborhood fixture serving the area's youth, has been subsidized by the developer since the project's inception. The developer has invested capital into the gym and charged only a nominal \$1.00 per year in rent.

The owner has negotiated a reduction in the purchase price from

MINUTES

DHCD - cont'd

the original figure of \$1,750,000.00 to \$1,550,000.00 in order to allow Mack's Gym to continue operating. In exchange for extending the gym's lease for five years with the same \$1.00 per year rent, the sales price was reduced. If the gym ceases operations during the five year period, the buyer will rebate to the owner and the City \$40,000.00 per year on any unused portion

of the lease extension. Without this deal, encouraged by the City in the workout discussion, the gym's future would be doubtful.

A modification to the City debt can only help with a sale and assist with maintaining this valuable community amenity.

The proposed City debt restructuring is as follows:

- The City will convert the existing UDAG and CDBG loans to repayment from available cash flow. The balances of these debts will be set at the current outstanding balances of the respective loans. Interest will continue to accrue at the original rates.
- Seventy-five percent of the net annual cash flow will be due on the UDAG and CDBG Purchase Money Mortgage loans for a term of 30 years from date of the amendment.
- Any unpaid amounts will be due at the end of the 30-year term. Upon the sale, refinance, transfer, or change in use the owner will pay to the City 75% of any proceeds remaining after repayment of the existing first loan and reasonable settlement expenses.

MINUTES

DHCD - cont'd

- On the earlier of (1) sale, transfer or refinance of the project; or (2) 45 days from the date of approval of this action, the owner/developer will make a one-time payment to the City of \$100,000.00 towards the outstanding balance of the UDAG.
- Net annual cash flow will be defined as all operating income and receipts of the project less debt service on the senior debt (the Sun Trust loan, the "senior debt"), real estate taxes and reasonable operating expenses (including a management fee not to exceed five percent (5%) of operating income) allowable for Federal income tax purposes, excluding reserves for capital improvements, depreciation and other non-cash items.

THE DIRECTOR OF FINANCE REVIEWED AND RECOMMENDED APPROVAL.

(FILE NO. 54643)

President: "Our final item on the non-routine, the second and final item on non routine is page 31. It is the Church Square. Good morning."

Mr. Paul Graziano, Housing Commissioner: "Good morning, Madam President, members of the Board. The facts are laid out in the memo, but I will briefly highlight a couple. In 1985, the City of Baltimore provided financial assistance to a project known as Church Square, which is in the abutting of Madison Square area in East Baltimore. The very important facility that provided much needed retail, and service and employment to in the area that it was grossly underserved. The City provided an

MINUTES

\$800,000.00 second mortgage UDAG and a Promissory, I am sorry a Purchase Money Mortgage of \$218,000.00 CDBG funds. From the beginning, this project has been difficult in terms of cash flow and the developer has really worked very hard on this project to keep it afloat. Again, it provides critical services in the community and employment, for many in the community as well as the gym, which is a very important resource for the youth in the area. The developer has I think very admirably contributed consistently including about \$287,000.00 in operating loans to the project, \$359,000.00 worth of equity loans to provide for repairs and maintenance of the facility over the years, none of which have been reimbursed, and providing a \$1.00 per year rent for the gym. Which again is a very important resource for the community. The project has had, as I mentioned, difficulty with cash flow. There is a first mortgage currently held by Sun Trust, which has a maturity date of September 1st of this year, with about I believe \$448,000.00 balance that will come due at that point. We have had discussions with Mr. Struever and his representatives over the last many months about this and concern about protecting this asset for the community. We have come to

MINUTES

recognize that any kind of foreclosure or take over of the property would create not only harm to the developer, but serious risk to the asset and harm potentially to the community during some interim period. Also, that there would be no guarantee that the City would be able to collect on all of the outstanding loan balances. So, there has been a negotiation process that has been ongoing for many months, between the Housing Department and the developers. With input from many parties including the Comptroller's Office, and we think we have come up with a plan here that has an appropriate balance that will ensure that this facility remains a viable asset for East Baltimore and maximizes the protection for the City for its financial assets. But again, in a way that protects the continued operation of the facilities. Including specifically, a provision that would call for five additional years of \$1.00 rent for the gym in the event that the property is sold and exchanged for a \$200,000.00 reduction in the sales price, should

MINUTES

DHCD - cont'd

that occur. If at any time the developer -- I am sorry the new owner were to renege on the \$1.00 annual rent, there would be a \$50,000.00 per year increase that would be due in terms of sales from the developer. So, if they did it for four years and didn't do it the fifth year, then \$50,000.00 would have to be forwarded to the seller and to the City. There is a 75/25 split on any sales proceeds between the City and the developer. In the event the property is not sold, the two loans are converted to cash flow loans, meaning there would be payments in the event that there is excess cash flow, that the distribution for the payments would be 75% of excess cash flow to the paying off our loans, 25% to the developer. Those are essentially the terms and again, it was a balancing act in terms of how to in the end protect the City and protect assets that are important to the community."

President: "Madam Comptroller."

Comptroller: "I would like to thank Housing for cooperating with the Comptroller's Office. Because originally, when you brought the deal to the Comptroller's Office you were asking us

MINUTES

DHCD - cont'd

to accept \$100,000.00 in lieu of the \$1,700,000.00 debt that is owed the City, and I asked you to take a look at whether or not because there were some positive proceeds -- there were some proceeds that the developer was going to get more than the City. I asked you to go back and take a look at could we receive more of the money that was due us. You did, and there was an additional \$400,000.00, and I was not satisfied with that, and I asked you to go back and take a further look. So a deal where the City was going to get \$100,000.00 now the City is going to get \$750,000.00. So, I appreciate you cooperating with the Comptroller's Office to get the City and the citizens that money that is rightfully due us. There is one request that I would like to make. I would like to see the preliminary and final HUD One to verify what the proceeds are going to be for the City to receive."

Mr. Graziano: "Sure. I would like to commend Peter Engel for his work on this. He was the guy who really did the day-to-day negotiations and certainly heard your suggestion to incorporate those into his negotiating."

MINUTES

DHCD - cont'd

Comptroller: "Thank you Peter."

President: "Is there a Motion?"

City Solicitor: "I MOVE the approval of the item that appears on pages 31 to 35 of the Agenda."

Director of Public Works: "Second."

President: "All those in favor say AYE; all those opposed NAY. Motion Carries. The item is approved."

* * * * *

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the land disposition agreement with Mr. Raymond Nelson, developer, for the sale of the vacant property known as Block 0361, Lot 029.

AMOUNT OF MONEY AND SOURCE:

\$15,000.00 - Sale price

BACKGROUND/EXPLANATION:

A good faith deposit has been received in the amount of \$1,000.00. The property will be sold at the appraised value.

The property is a vacant lot with dimensions of 101' x 79'4-5/8" or 8,018 square feet. The property will be used as a parking lot for the developer's tavern, Choppers Lounge, next door at 1531-1533 Pennsylvania Avenue. The developer will install lighting and the lot will be paved.

The total private investment for this property is estimated to be \$41,250.00 with hard costs representing \$35,500.00. This project will employ several subcontractors. It is projected that the total estimated permit, transfer, recording, construction and payroll taxes will be \$716.00 and estimated annual property taxes are \$2,531.00

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of the Baltimore City Code, Minority and Women's Business Enterprise Program is not applicable because the property will be sold at market value.

(FILE NO. 56616)

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Mr. Raymond Nelson, developer, for the sale of the vacant property known as Block 0361, Lot 029.

MINUTES

OPTIONS/CONDEMNATIONS/QUICK-TAKES:

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development - Quick-Takes</u>				
1.	Alice Cantlow, Life Tenant, and Remainder onto Ronald S. Fowlkes	2201 E. Eager	F/S	\$ 9,000.00

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

2.	Tsang Properties, LLC.	101-103 S. Exeter Street	F/S L/H	\$147,000.00
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Funds are available in account no. 9910-908087-9588-900000-704040, Miscellaneous Project.

UPON MOTION duly made and seconded, the Board approved the quick-takes.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of 217 N. Duncan Street as a gift from Norman L. Peterson, deceased, SUBJECT to certain municipal liens.

AMOUNT OF MONEY AND SOURCE:

\$600.00 - 9910-908087-9588-900000-704044

BACKGROUND/EXPLANATION:

The City agrees to pay for any title work and all associated settlement costs. The DHCD's Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

Mr. Peterson owned the property at 217 N. Duncan Street with a life estate deed. At his death, the property transferred to his three daughters Dana Mueller, Kimberly Peterson and Loreen Peterson. Dana Mueller et al, have offered to donate to the City the title to the property at 217 N. Duncan Street.

The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 217 N. Duncan Street are itemized as follows:

Cumulative Real Property Taxes 2006-2008

\$ 534.45 - Total Tax
 73.08 - Interest/Penalties
 0.00 - Other

MINUTES

DHCD - cont'd

0.00	-	Tax Sale Interest
142.92	-	Miscellaneous Bills
0.00	-	Metered Water (Tax Sale)
0.00	-	Rental Registration
<u>750.45</u>	-	Total Municipal Liens

These liens will be administratively abated after settlement.

UPON MOTION duly made and seconded, the Board approved the acquisition of 217 N. Duncan Street as a gift from Norman L. Peterson, deceased, SUBJECT to certain municipal liens.

MINUTES

Bureau of General Services - On-Call Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an on-call agreement with Whitney, Bailey, Cox & Magnani (WBCM), for Project No. 1099, On-Call Civil/Structural Engineering Services. The period of the agreement is effective upon Board approval for two years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$750,000.00 (not-to-exceed price for each task assigned)

BACKGROUND/EXPLANATION:

Various City agencies, on a continuing basis, require civil and structural engineering services to modify, upgrade or repair their facilities. Typically, the work, involved is limited in scope or of an urgent nature, which in either case, should not be postponed until customary civil/structural engineering selection process can be executed. To accommodate this type of work the Bureau of General Services wishes to establish an on-call civil structural engineering contract with WBCM. The services will be provided on an as needed basis as needs are identified. The cost of services rendered will be negotiated not-to-exceed price for each task assigned. The cost of services rendered will be on actual payroll rates, not including overhead and burden times a set multiplier. The payroll rates and multiplier have been approved by the Department of Audits.

The consultant has been approved by the Boards and Commissions and the Architectural Engineering Awards Commissions.

MBE/WBE PARTICIPATION:

MWBOO SET TOTAL GOALS FOR MBE AT 23% AND 10% FOR WBE.

MINUTES

Bureau of General Services - cont'd

MBE: Findling, Inc. Delon Hampton & Associates, Chartered Glyndon Engineering & Technology Inc, Sidhu Associates, Inc.	\$172,500.00	23%
WBE: Constellation Design Group, Inc. Phoenix Engineering, Inc. SP Arch, Inc.	\$ 75,000.00	10%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the on-call agreement with Whitney, Bailey, Cox & Magnani for Project No. 1099, On-Call Civil/Structural Engineering Services.

MINUTES

Bureau of General Services - On-Call Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an on-call agreement with Whitney, Bailey, Cox & Magnani (WBCM), for Project No. 1098, On-Call Architectural Design Services. The period of the agreement is effective upon Board approval for two years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$750,000.00 (not-to-exceed price for each task assigned)

BACKGROUND/EXPLANATION:

Various City agencies, on a continuing basis, require architectural design services to modify, upgrade or repair their facilities. Typically, the work involved is limited in scope or of an urgent nature, which either case should not be postponed until customary architectural design selection process can be executed. To accommodate this type of work the Bureau of General Services wishes to establish an on-call architectural design contract with WBCM. The cost of services rendered will be negotiated not-to-exceed price for each task assigned. The cost of services rendered will be on actual payroll rates, not including overhead and burden times a set multiplier. The payroll rates and multiplier have been approved by the Department of Audits.

The consultant has been approved by the Boards and Commissions and the Architectural Engineering Awards Commissions.

MBE/WBE PARTICIPATION:

MWBOO SET TOTAL GOALS FOR MBE AT 27% AND FOR WBE 9%.

MBE: Sidhu and Associates, Inc.
Glyndon Engineering & Technology, Co.

MINUTES

BGS - cont'd

Delon Hampton & Associates
Findling, Inc.

\$202,500.00 27%

WBE: SP Arch, Inc.
Constellation Design Group
Phoenix Engineering, Inc.

\$ 67,500.00 9%

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the on-call agreement with Whitney, Bailey, Cox & Magnani (WBCM), for Project No. 1098, On-Call Architectural Design Services.

MINUTES

Department of Public Works/ - Temporary Easement Agreement
Bureau of General Services

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a temporary easement agreement with Ann Wells, for the property known as WS College Avenue, Block 3949D, Lot 1, for the Herring Run Sanitary Sewer Project No. SC 856. The period of the agreement is effective upon the date of physical entry for one year.

AMOUNT OF MONEY AND SOURCE:

\$1.00

BACKGROUND/EXPLANATION:

The Bureau of Water and Wastewater is proposing to perform certain work in conjunction with the Herring Run Sanitary Sewer Project, No. SC 856 in the vicinity of the property owned by Ann Wells, known as WS College Avenue, Block 3949D, Lot 1.

The work requires a portion of the property to be disturbed for construction access.

UPON MOTION duly made and seconded, the Board is requested to approve and authorize execution of the temporary easement agreement with Ann Wells, for the property known as WS College Avenue, Block 3949D, Lot 1, for the Herring Run Sanitary Sewer Project No. SC 856.

MINUTES

Department of Public Works/ - Developer's Agreement No. 1148
Bureau of General Services

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1148 with Harford County, Maryland, a body corporate and politic of the State of Maryland and Pizzagalli Construction Company, developer.

AMOUNT OF MONEY AND SOURCE:

\$748,940.00

BACKGROUND/EXPLANATION:

The developer would like to connect a new 36" Raw Water Meter to the City's 108" Susquehanna pipeline. This developer's agreement will allow Harford County to do its own installation, in accordance with Baltimore City standards.

A Performance Bond in the amount of \$748,940.00 has been issued to Pizzagalli Construction Company naming Harford County and the Mayor and City Council of Baltimore as additional insured's. Pizzagalli Construction Company is assuming 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of developer's agreement no. 1148 with Harford County, Maryland, a body corporate and politic of the State of Maryland and Pizzagalli Construction Company, developer.

MINUTES

Department of Public Works - Interim Right-of-Way Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an interim right-of-way 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 extensions of 90 days each.

AMOUNT OF MONEY AND SOURCE:

\$100.00 - per pole attachment fee for each City-owned pole used

BACKGROUND/EXPLANATION:

This agreement will allow NextG Networks Atlantic, Inc. to use the public rights-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). 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 rights-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 of Estimates and the City Council.

MINUTES

DPW - cont'd

NextG is a certified provider of telecommunications services by the Maryland Public Service Commission. NextG is a "carrier's carrier", providing telecommunications infrastructure and services to wireless and cellular companies. Under the interim 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 rights-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 has identified 39 City-owned poles located in the downtown area, in consultation with the Department of Transportation staff, which satisfies a specific coverage objective. Under the terms of the interim agreement, the City will receive \$100.00 each for each NextG attachment to the poles, along with appropriate permit fees.

The Board approved a similar interim agreement with NextG on October 17, 2007. The interim agreement expired on October 16, 2008. During the period of the original interim agreement, no franchise agreement was negotiated and approved and no telecommunications facilities were constructed by the company in the public rights-of-way. The company understands that the approval of the interim agreement does not guarantee a franchise agreement with the City.

(FILE NO. 57017)

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

MINUTES

Bureau of Water and Wastewater - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Whitman, Requardt and Associates, LLP, W.C. 1190, Study of Montebello Filtration Plant 1 Improvements. The period of the agreement is effective upon Board approval for one year or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$193,282.21	- Water Revenue Bonds	61%
<u>123,573.87</u>	- Baltimore County	39%
\$316,856.08	- 9960-905622-9557-900020-709038	

BACKGROUND/EXPLANATION:

The consultant will provide engineering services for improvements at the Montbello Filtration Plant 1. The consultant will review existing contract documents and drawings for original construction and modifications related to the Montbello Plant 1 Filters. The consultant will also conduct multi-discipline field inspections to examine the current conditions of the facility. Finally, the consultant will provide the City a final report of recommendations of areas of improvement for the facility. The consultant was approved by the Architect and Engineering Awards Commission on June 18, 2008.

MBE/WBE PARTICIPATION:

MBE:	Shah and Associates	\$61,399.90	19.38%
	EBA Engineering, Inc.	<u>7,621.50</u>	<u>2.41%</u>
		\$69,021.40	21.79%

MINUTES

BW&WW - cont'd

WBE:	Carroll Engineering	\$28,780.07	9.08%
	Phoenix Engineering, Inc.	35,561.78	11.22%
	Ross Technical Services, Inc.	<u>19,337.19</u>	<u>6.10%</u>
		\$83,679.04	\$26.40%

THE TRANSFER OF FUNDS WAS APPROVED ON APRIL 22, 2009.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Whitman, Requardt and Associates, LLP, W.C. 1190, Study of Montebello Filtration Plant 1 Improvements.

MINUTES

Bureau of Water and Wastewater - Amendment No. 2 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 2 to agreement with EA Engineering, Science, and Technology, for Project No. 1046, Provide Construction Engineering and Inspection Services.

AMOUNT OF MONEY AND SOURCE:

\$1,457,725.00 - Various

BACKGROUND/EXPLANATION:

On May 9, 2007, the Board approved the initial agreement with the consultant to provide construction and engineering services, for one year. It was extended an additional year on February 27, 2008. The first extension is almost expired. This amendment will extend the agreement for one year.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 2 to the agreement with EA Engineering, Science, and Technology, for Project No. 1046, Provide Construction Engineering and Inspection Services.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

1504 - 1505

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.

MINUTES

PERSONNELDepartment of Transportation

	<u>Hourly Rate</u>	<u>Amount</u>
1. ROSITA SABROSSA- RENNICK	\$26.02	\$16,211.76

Account: 3001-230-001-00-109

Ms. Sabrossa-Rennick will continue to work as a Special Public Relations Officer. Her duties will include, but are not limited to coordinating the public relations plans and meeting with division Chiefs to gather information and determine the promotional needs of the Department. She will also be responsible for planning, organizing and monitoring special events and ceremonies such as dedications, awards and ground breakings and associated tasks. The period of the agreement is effective upon Board approval for four months.

Baltimore City Police Department

2. ALLAN D. CARREIRA	\$32.50	\$67,600.00
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Account: 4000-453509-2250-526602-601009

Mr. Carreira will continue to work as a Court Operations Specialist. He will be responsible for tracking and updating all felony gun cases for GunStat, overseeing the Civil Citation Pilot Program, reviewing and analyzing the Criminal Citation Program, working extensively with Civil and Criminal Citations; assisting the Baltimore Police with warrant projects; tracking FTAs and conducting court and case disposition research. The period of the agreement is June 1, 2009 through May 31, 2010.

MINUTES

PERSONNEL - cont'dOffice of the State's Attorney

	<u>Hourly Rate</u>	<u>Amount</u>
3. CYNTHIA STEVENSON	\$26.508	\$31,809.59

Account: 1001-000000-1150-117900-601009

Ms. Stevenson, retiree, will continue to work as a Contract Service Assistant I (Secretary). She will be responsible for entering data into various judicial system and in-house databases for defendants' case status, court date and location; typing and processing legal documents; responding to inquiries from the court clerk, victims, witnesses and defendants regarding court date and location, case status and charging number. She will also be responsible for developing and maintaining varied and complex files and record systems, etc. The period of the agreement is effective upon Board approval for one year.

Department of Recreation and Parks

4. VICTOR MIRANDA	\$30.00	\$42,000.00
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Account: 6000-678009-4780-369202-601009

Mr. Miranda will continue to work as a Geographic Information Systems (GIS) Specialist in the Capital Development Division. His duties will include, but are not limited to converting the current GIS system to the new version of ARC software; assisting in development of the graphics to plan and promote the Department's Tree Baltimore program; assisting in the creating of an online site called "Park View", which will utilize GIS based maps to track ball field demand and renovation needs, create detailed maps of the major parks, support the work of the permits office and work with the Mayor's Office of Information Technology and Department staff to develop the data needed to support "Park View". The period of the agreement is effective upon Board approval for one year.

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:

1507 - 1510

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.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

- | | | | |
|----|---|--------------------------------|----------------|
| 1. | TR 05315, Rehabilitation of Northern Parkway from Park Heights Avenue to Falls Road | M. Luis Construction Co., Inc. | \$6,584,427.40 |
|----|---|--------------------------------|----------------|

DBE PARTICIPATION:

Guardrails ETC	\$ 132,232.00	2.01%
Rowen Concrete, Inc.	550,220.60	8.36%
Bay City Construction, Inc.	631,060.50	9.58%
Carter Paving & Excavating	295,000.00	4.48%
Fallsway Construction Co., Inc.	<u>605,000.00</u>	<u>9.19%</u>
	<u>\$2,213,513.10</u>	<u>33.62%</u>

Mayor: "I would like to make one announcement on the routine agenda."

President: "Okay."

Mayor: "Madam President, Madam Comptroller, on page 54 item 1, this is our first road construction Rehabilitation of Northern Parkway to Park Heights. This is our first stimulus project that has been awarded to M. Luis. So, we are moving ahead on some of the stimulus."

President: "Excellent."

* * * * *

UPON MOTION duly made and seconded, the Board approved TR 05215, Rehabilitation of Northern Parkway from Park Heights Avenue to Falls Road to M. Luis Construction Company, Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

- | | | | |
|----|--|---------------------------|---------------|
| 2. | TR 06301, Rehabilitation
of the B&O Railroad
Museum South Car Shop | Trionfo
Builders, Inc. | \$ 920,000.00 |
|----|--|---------------------------|---------------|

DBE PARTICIPATION:

Eastwood Painting & Contracting, Inc.	\$ 119,000.00	12.93%
M&N Professional Concrete Contractors	111,000.00	12.07%
	<u>\$ 230,000.00</u>	<u>25.00%</u>

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$529,000.00 Federal	9950-902215-9507 Constr. Res. B & O RR Museum	
\$460,000.00	-----	9950-902539-9506-6 Struc. & Improv.
46,000.00	-----	9950-902539-9506-5 Inspection
<u>23,000.00</u> \$529,000.00	-----	9950-902539-9506-2 Contingencies - Rehab. of B&O Museum South Car Shop

This transfer will cover the Federal Highway Administration's share of the costs associated with the award of Contract No. TR 06301, to Trionfo Builders, Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$529,000.00	9904-901401-9129	
1 st B&O RR	Constr. Res.	
Bond	B&O RR Museum	
\$460,000.00	-----	9904-909401-9127-6
		Struc. & Improv.
46,000.00	-----	9904-909401-9127-5
		Inspection
23,000.00	-----	9950-909401-9127-2
<u>\$529,000.00</u>		Contingencies -
		Rehab of B&O Museum
		South Car Shop

This transfer will cover the City match of the costs associated with the award of Contract No. TR 06301, to Trionfo Builders, Inc.

Bureau of Purchases

5. B50000770, Water Bill Cardinal Unijax \$115,312.00
 Envelopes

MWBOO GRANTED A WAIVER.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - cont'd

6.	Solicitation No. 07000, Assessment and Plan for Thurgood Marshall Elementary School	Point Heritage Development Consulting, LLC	\$178,200.00
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MWBOO SET GOALS AT 12% FOR MBE AND 5% FOR WBE.

MBE:	SPArch, Inc.	\$34,962.00	19.81%
WBE:	Carr Communication, LLC	\$ 9,000.00	5.10%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

Department of Finance - Fee Implementation

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the implementation of a fee for EMT Firefighter Job Application and for Candidate Physical Ability Test (CPAT) Training.

AMOUNT OF MONEY AND SOURCE:

	<u>City Residents</u>	<u>Non-City Residents</u>
EMT Firefighter Application	\$10.00	\$30.00
CPAT Training	\$20.00	\$20.00

BACKGROUND/EXPLANATION:

The estimates below include costs for test validation, purchase of test materials and equipment, test site rental (Convention Center), and staffing for required test tutoring and test administration.

Written Test & related costs:	\$140,021.00
CPAT & related costs:	\$156,122.00

Assuming 4000 applicants with 57% residents, the proposed fee structure would net \$94,400.00 to offset the costs of the recruitment and selection program.

UPON MOTION duly made and seconded, the Board approved and authorized the implementation of a fee for EMT Firefighter Job Application and for Candidate Physical Ability Test Training.

The President **ABSTAINED**.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|---|-------------|-------------|
| 1. C&D MUNICIPAL SALES, INC. | \$21,000.00 | Sole Source |
| Solicitation No. 08000 - Submersible Pump - Department of Public Works - Req. No. R522175 | | |

The vendor is the sole supplier of this item in this area.

- | | | |
|---|-------------|----------|
| 2. GUARDRAILS ETC., INC. | \$ 6,500.00 | Only Bid |
| Solicitation No. B50001055 - Guardrail Panels - Department of Transportation - Req. No. R521310 | | |

- | | | |
|--|-------------|-------------|
| 3. RIC CORP. | \$ 9,103.56 | Sole Source |
| Solicitation No. 08000 - Concentric Maintenance - Baltimore Convention Center - Req. No. R521630 | | |

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

- | | | |
|---|-------------|---------|
| 4. F.L. ANDERSON COMPANY | \$15,000.00 | Low Bid |
| Solicitation No. 07000 - Equipment Repairs - Fire Department - Req. No. R519298 | | |

- | | | |
|--|-------------|-----------------|
| 5. SHARED TECHNOLOGIES, INC. | \$ 9,966.71 | Selected Source |
| Solicitation No. 06000 - Annual Maintenance for Octel Overture Voicemail System - Office of the Comptroller, Municipal Telephone Exchange - Req. No. R522533 | | |

Shared Technologies, Inc. is the only available authorized maintenance vendor for this equipment.

- | | | |
|--|-------------|---------|
| 6. HADCO A GENLYTE CO. | \$14,250.00 | Low Bid |
| Solicitation No. B50000998 - Modified LED Fixtures - Department of Transportation - Req. No. R517103 | | |

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|---|-------------|-------------|
| 7. NATIONAL INSTITUTE OF GOVERNMENTAL
PURCHASING (NIGP) | \$17,000.00 | Sole Source |
| Solicitation No. 08000 - Recurrent Procurement Certification
Training - Department of Finance - Req. No. Various | | |

The vendor is the sole source provider of training leading to the NIGP professional certification. Professional certification is required by City procurement classifications.

- | | | |
|---|-------------|----------|
| 8. STRYKER | \$ 6,363.83 | Only Bid |
| Solicitation No. 07000 - Ambulance and Rescue Equipment -
Health Department - Req. No. R517270 | | |

- | | | |
|---|-------------|-------------|
| 9. PITNEY BOWES | \$20,000.00 | Sole Source |
| Solicitation No. 08000 - Postage - Sheriff's Office - Req. No.
R521687 | | |

Postage is only available through this vendor, which owns the machines used by the City.

- | | | |
|---|-------------|-------------|
| 10. C&D MUNICIPAL SALES | \$20,000.00 | Sole Source |
| Solicitation No. 08000 - Water Flow Valves and Parts -
Department of Public Works - Req. No. R521070 | | |

This vendor is the sole distributor of these valves.

- | | | |
|--|-------------|-------------|
| 11. IMACS | \$15,000.00 | Sole Source |
| Solicitation No. 08000 - Water Distribution System Monitoring
- Department of Public Works - Req. No. R522329 | | |

IMACS is the sole proprietor of the software used by this agency.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

12. L-3 COMMUNICATIONS

SECURITY AND DETECTION	\$10,000.00	Sole Source
------------------------	-------------	-------------

 Solicitation No. 08000 - Annual Maintenance Agreement -
 Baltimore City Sheriff's Office - Req. No. R522170

The vendor is the sole supplier of this service in this area.

13. SOUTHEASTERN EMERGENCY

EQUIPMENT	\$16,755.40	Low Bid
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 Solicitation No. 07000 - EMS Medical Supplies - Fire
 Department - Req. No. R521021

14. SHANNON BUSINESS

SYSTEMS, INC.	\$13,860.00	Low Bid
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 Solicitation No. B50001047 - Lease of Postage Machine -
 Baltimore Convention Center - Req. No. R519776

15. HADCO A. GENLYTE CO.

	\$14,250.00	Low Bid
--	-------------	---------

 Solicitation No. B50000998 - Modified LED Fixtures -
 Department of Transportation - Req. No. R517103

16. MAGCO, INC.

	\$13,545.00	Selected Source
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 Solicitation No. 06000 - Roofing Repair - Baltimore Convention
 Center - Baltimore Convention Center - Req. No. R522048

The vendor installed the roof and the Baltimore Convention
 Center has an existing warranty with them.

17. MARYLAND NATIVES

NURSERY, INC.	\$ 8,750.00	Low Bid
---------------	-------------	---------

 Solicitation No. 07000 - Trees - Department of Recreation and
 Parks - Req. No. R522178

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|---|--------------------|------------------------|
| 18. <u>US FOODSERVICE</u> | <u>\$24,975.00</u> | <u>Selected Source</u> |
| Solicitation No. 06000 - Various Food Products - Department of Housing and Community Development - Req. No. R522452 | | |

The agency is unable to determine the annual quantity or specific food products that will be ordered to provide the daily nutritional meals to the Dukeland Childcare Center. The vendor has met the program requirements by providing professional services and quality foods at a reasonable price.

- | | | |
|---|--------------------|--------------------|
| 19. <u>XEROX CORPORATION</u> | <u>\$10,000.00</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - Xerox Training - Bureau of Purchases/Digital Documents Division - Req. No. R522623 | | |

The vendor is the sole provider for training on the Xerox iGen3 equipment.

- | | | |
|--|-----------------------|----------------|
| 20. <u>LOCATION AGE, LLC</u> | <u>\$1,000,000.00</u> | <u>Renewal</u> |
| Solicitation No. BP 07102 - Geographic Information Systems Staff Augmentation Support - Agencies Various - Req. Nos. Various | | |

On May 30, 2007, the Board approved the initial award for two years in the amount of \$850,628.70. The contract contained three 1-year renewal options at the sole discretion of the City. Authority is requested to exercise the first renewal option in the amount of \$1,000,000.00 making the award amount \$1,850,628.70.

MBE: Sabra Wang & Assocs. 17%

WBE: Applied Technology Services, Inc. 9%

MWBO FOUND VENDOR IN COMPLIANCE. BECAUSE THIS IS A REQUIREMENTS CONTRACT DOLLAR AMOUNTS WILL VARY.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

21. NORTHEAST ENERGY SERVICES, INC.	\$550,000.00	Selected Source
Solicitation No. 06000 - Baltimore City Weatherization Assistance Program - Energy Conservation - Department of Housing and Community Development - Req. Nos. Various		

On April 15, 2009, the Board rejected all bids for Solicitation No. B50000978 - Baltimore City Weatherization Assistance Program - Energy Conservation 2009. In order to ensure continuity of service while this requirement is re-bid, this selected source award is recommended under the same terms and conditions of BP 04078. The vendor is licensed and trained for this specialized work and has previously performed successfully in the weatherization assistance program and is ready to begin immediately.

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

MWBOO SET GOALS OF 23% MBE AND 6% WBE AND FOUND VENDOR IN COMPLIANCE ON APRIL 16, 2009.

MBE: Phipps Construction Contractors, Inc.	23%
WBE: Baltimore Window Factory, Inc.	6%

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

22. MARTIN'S INC.	\$2,992,927.47	Renewal
Solicitation No. BP-07134 - Summer Food Service Program for Children - Department of Housing & Community Development - Req. No. R504244		

On May 23, 2007, the Board approved the initial award, in the amount of \$1,451,790.00. The award included renewals at the option of the City. This is the second renewal for the period June 15, 2009 through June 14, 2010. Two one-year renewal options will remain after this request.

MBE: Class Act Catering	\$521,966.55	17.44%
WBE: Shalom Caterers	\$210,103.51	7.02%
MR Enterprises	\$ 67,340.87	2.25%

MWBOO FOUND VENDOR IN COMPLIANCE.

23. BALTIMORE, FREIGHTLINER	\$ 35,000.00	Extension & Increase
Solicitation No. 06000 - O.E.M. Heavy Truck Parts & Service for Freightliner Trucks - Department of Public Works, Fleet Management Division - Req. No. R145322		

On June 14, 2006, the Board approved the initial award in the amount of \$200,000.00 to Baltimore Freightliner. Subsequent actions were approved which resulted in the contract end date of June 10, 2009. This contract was awarded as a selected source. However, due to changes in the marketplace, there may now be additional vendors to bid on this requirements contract. The extension of this contract is requested to ensure continuity of supply while this requirement is bid. The period of the extension is June 11, 2009 through August 10, 2009.

MBE/WBE GOALS WERE NOT APPLIED TO THE ORIGINAL AWARD.

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.

24. BELTWAY INT'L TRUCKS	\$ 0.00	Extension
WEST END SERVICE, INC.	\$ 0.00	Extension
Solicitation No. 06000 - O.E.M. Heavy Truck Parts & Service for International Trucks - Department of Public Works, Fleet Management Division - Req. No. R517777		

On June 14, 2006, the Board approved the initial award in the amount of \$100,000.00 to each of the listed vendors. Subsequent actions were approved. The period of the contract award is through May 30, 2009. This contract was awarded as a selected source. However, due to changes in the marketplace, there may now be additional vendors to bid on this requirements contract. The extension of this contract is requested to ensure continuity of supply while this requirement is bid. The period of the extension is May 31, 2009 through July 31, 2009.

MBE/WBE GOALS WERE NOT APPLIED TO THE ORIGINAL AWARD.

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.

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 General Services

25. CITIROOF CORPORATION	\$ 5,626.00	Low Bid
IC 504 - Roof Replacement at the Riverside Park Storage Shed located at 300 E. Randall Street		

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts, and extensions. The Mayor **ABSTAINED** on item no. 22. The President **ABSTAINED** on item nos. 3, 14, and, 16. The Comptroller **ABSTAINED** on item no. 23.

MINUTES

Bureau of Purchases - Assignment of BP 07081 and BP 07124

ACTION REQUESTED OF B/E:

The Board is requested to approve assignment of awards for BP 07081, Provide Maintenance, Repairs and Installation of CCTV and Video Surveillance Systems and BP 07124, Provide Service, Repair and Installation for Electronic Security & Fire Protection System to Alarm Security Group (ASG).

AMOUNT OF MONEY AND SOURCE:

No additional funds needed.

BACKGROUND/EXPLANATION:

On January 24, 2007, the Board approved an award for BP 07081 and on March 14, 2007, the Board approved BP 07124 to NetVersant Mid-Atlantic, Inc.

The ASG is in the process of acquiring the assets and employees of the NetVersant Mid-Atlantic Company from NetVersant LLC and is requesting assignment of BP 07081 and BP 07124.

UPON MOTION duly made and seconded, the Board approved assignment of awards for BP 07081, Provide Maintenance, Repairs and Installation of CCTV and Video Surveillance Systems and BP 07124, Provide Service, Repair and Installation for Electronic Security & Fire Protection System to Alarm Security Group.

MINUTES

Police Department - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to agreement with University of Maryland University College (University). The period of the amendment to agreement is effective upon Board approval for 28 weeks.

AMOUNT OF MONEY AND SOURCE:

\$121,350.00 - 6000-611209-2020-218500-603020

BACKGROUND/EXPLANATION:

The University will develop and deliver an undergraduate Criminal Justice Leadership Certification Program (the Program) in accordance with and subject to the terms and conditions of this amendment to agreement. Each course will be referred to as "Course" under this amendment. The Program will be delivered to between 23 and 28 program participants in each cohort. The University may increase the number of program participants in a cohort above 28, at its discretion.

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 services is recommended.

This amendment to the agreement is late because the provider required more time than anticipated in returning the amendment.

MINUTES

Police Department - cont'd

Further delays occurred in the administrative review process prior to submission to the Board.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to agreement with University of Maryland University College.

MINUTES**PROPOSALS AND SPECIFICATIONS**

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

Bureau of Water & Wastewater - SW 7756, Charles Street Box
Culvert Rehabilitation at
East Stoney Run
BIDS TO BE RECV'D: 5/27/2009
BIDS TO BE OPENED: 5/27/2009

* * * * *

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

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

Bureau of Purchases - B50000905, Bio-Diesel &
E85 Ethanol Fuel
BIDS TO BE RECV'D: 05/13/09
BIDS TO BE OPENED: 05/13/09

Bureau of Purchases - B50001026, Providing Temporary
Personnel Services
BIDS TO BE RECV'D: 05/13/09
BIDS TO BE OPENED: 05/13/09

MINUTES

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

Bureau of Water & Wastewater - WC 1198, Urgent Need Work
Infrastructure Rehabilitation
for Various Locations

Metra Industries
Spiniello Companies
Heitkamp, Inc.
J.Fletcher Creamer &
Son, Inc.

Bureau of Purchases - B50001019, Provide 457 Employee
Deferred Compensation Services

ING IPS
Great-West
ICMA RC - **NO BID**

MINUTES

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There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, May 6, 2009.

JOAN M. PRATT
Secretary