

## MINUTES

REGULAR MEETING

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

The meeting was called to order by the President.

President: "I would direct the Board members attention to the memorandum from my office dated May 2, 2011, identifying items to be considered as routine agenda items together with any corrections or addition that has been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

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

Comptroller: "Second."

President: "All those in favor say AYE. All opposed NAY. The Motion carries. The routine agenda has been adopted."

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## MINUTES

BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

Apex Service, Inc.	\$ 1,500,000.00
Armada Hoffler Construction Co.	\$65,556,000.00
Coventry Masonry, Inc.	\$ 387,000.00
Hirsch Electric, LLC	\$ 8,000,000.00
Iacoboni Site Specialists, Inc.	\$41,769,000.00
Lumus Construction, Inc.	\$22,824,000.00
National Roofing Co., Inc.	\$54,351,000.00
Priority Construction Corporation and Subsidiary	\$ 8,000,000.00
Solutionwerks, Inc.	\$ 8,000,000.00
Strait Steel, Inc.	\$ 8,000,000.00
T.E. Jeff, Inc.	\$ 1,278,000.00

2. Prequalification of Architects and Engineers

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

Alpha Tau Mechanical Solutions	Engineer
Buchart Horn, Inc.	Architect Landscape Architect Engineer Land Survey

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BOARDS AND COMMISSIONS - cont'd

Dacco SCI, Inc.	Engineer
Design Collective	Architect Landscape Architect
Hatch Mott MacDonald, LLC	Architect Engineer Landscape Architect Survey
Hydromax USA	Engineer
KPN Architects, LLC	Architect
Kittelson & Associates, Inc.	Engineer
Mactec, Inc.	Architect Landscape Architect Engineer Survey
Mercado Consultants, Inc.	Engineer Survey
George William Stephens, Jr. & Associates, Inc.	Engineer Landscape Architect Survey

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

## MINUTES

Department of Real Estate - Contracts of Sale, SCOPE Project

The Board is requested to approve and authorize execution of the contracts of sale for various properties.

	<u>Purchaser/s</u>	<u>Properties</u>	<u>Sale Price</u>
1.	BROOK ROSE	1002 N. Eden Street	\$ 5,000.00
2.	BROOK ROSE	1036 N. Eden Street	\$ 5,000.00
3.	BROOK ROSE	1038 N. Eden Street	\$ 5,000.00
4.	MARKO JOVETIC, LLC	1020 N. Eden Street	\$ 5,000.00

The purchaser(s) agree to complete the renovation of the properties and obtain a Certificate of Occupancy no later than 18 months from the date of settlement.

On May 28, 2003, the Board approved an agreement with the Baltimore Economy and Efficiency Foundation, Inc. and the Greater Baltimore Board of Realtors, Inc. to allow the sale of City-owned properties under the SCOPE Project, which is an acronym for Selling City Owned Properties Efficiently.

Under this project, real estate brokers are responsible for marketing the properties and providing the City with sale contracts. Upon closing, they will be paid 8% of the sale proceeds, with a \$2,500.00 minimum fee.'

**(FILE NO. 566630)**

UPON MOTION duly made and seconded, the Board approved and authorized execution above-listed contracts of sale.

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OPTIONS/CONDEMNATION/QUICK-TAKES:

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development - Option</u>				
1.	John Michael Hammock	2021-2025 Ashland Avenue	F/S	\$214,500.00

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

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

Dept. of Housing and Community Development - Condemnations

2.	BE3 Business Trust	2026 E. Eager St.	L/H	\$ 5,260.00
3.	M Associates	909 N. Castle St.	L/H	\$ 7,300.00
4.	Gregory Darnell Quick	1739 E. Preston St.	L/H	\$ 5,720.00
5.	Marvin Anthony Mills & Davina Mills	1002 N. Chester St.	L/H	\$ 7,040.00
6.	Jam 13 Corporation	1723 Ellsworth St.	L/H	\$ 4,160.00

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

**(FILE NO. 56017)**

UPON MOTION duly made and seconded, the Board approved the option and the condemnations.

**MINUTES**

Parking Authority of Baltimore City (PABC) - Parking Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the State of Maryland, Department of the Judiciary (Judiciary). The period of the agreement is effective upon approval by the State of Maryland, Board of Public Works for 5 years.

**AMOUNT OF MONEY AND SOURCE:**

\$3,224.00 per month

**BACKGROUND/EXPLANATION:**

The Judiciary requires parking for personnel of the District Court of Maryland for Baltimore City, located at 501 East Fayette Street. Under this agreement, the PABC will provide 31 monthly parking passes for spaces in the Lexington Street Garage located at 510 East Lexington Street.

The PABC currently leases the passes to the Judiciary on a month-to-month basis, and this agreement will confirm the relationship between the PABC and the Judiciary. Through this agreement, the PABC will assist in meeting the parking demands of the District Court personnel, while maximizing the revenue that the garage produces. The agreement is terminable by either party when it is in their best interest.

**APPROVED FOR FUNDS BY FINANCE**

**(FILE NO. 55987A)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the parking agreement with the State of Maryland, Department of the Judiciary.

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Order and Transfers of Funds

listed on the following page:

1298

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.

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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 #004, \$744,127.73 - Project 939, Rehabilitation of Pennington Avenue Bridge Over Curtis Creek  


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\$ 398,483.00	\$ 1,027,485.27	Hardesty and Hanover, LLP	-	-
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2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$182,487.98	9950-903332-9509	
Federal	Constr. Res.	
	Pennington Ave. Bridge	
472,344.42	9950-919001-9509	
Federal	Constr. Res.	
	Federal Aid	
163,708.10	9950-905834-9509	
<u>MVR</u>	Constr. Res.	
	Forest Pk. Ave. Bridge	
<b>\$818,540.50</b>	-----	9950-902332-9508-3
		Design & Studies
		Pennington Ave. Bridge

This transfer will fund costs associated with Change Order No. 4 on Project No. 939 with Hardesty & Hanover, LLP for ongoing mechanical, electrical, and structural inspections on the Pennington Avenue Bridge.



**MINUTES**

Department of Recreation & - Joint-Use Agreement  
Parks

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a joint-use agreement with the Maryland Department of Natural Resources (DNR), and Pierce's Park Management, LLC. The period of the joint-use agreement is effective upon Board approval for the useful life of the facility.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On January 26, 2011, the Maryland Board of Public Works approved the commitment of Program Open Space funds to the City for the development of Pierce's Park, in Baltimore's Inner Harbor. As a condition precedent to the receipt of the funding, a written agreement between Pierce's Park Management, LLC, developer, the DNR, and the Department is required to establish the terms, conditions and mutual responsibilities with respect to the project. A funding agreement between the Department and the developer is required in order to award the funds to the developer. The funding agreement will be submitted separately for Board approval.

**(FILE NO. 57229)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the joint-use agreement with the Maryland Department of Natural Resources and Pierce's Park Management, LLC.

**MINUTES**

Department of Recreation & - Program Open Space  
Parks Funding Agreement

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a program open space funding agreement with Pierce's Park Management, LLC. The period of the program open space funding agreement is effective upon Board approval through June 30, 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - 9938-907808-9474-900000-706063 (State)

**BACKGROUND/EXPLANATION:**

On January 26, 2011, the Maryland Board of Public Works approved the commitment of Program Open Space funds to the City for the development of Pierce's Park, in Baltimore's Inner Harbor. The estimated total cost of the project is \$1,975,652.00. This agreement will provide funds to Pierce's Park Management, LLC., recipient. The recipient will provide the remaining funds by either private fundraising or obtaining in-kind construction donations from its contractors and subcontractors.

**MBE/WBE PARTICIPATION:**

**FOR THE FY 2010, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET AS FOLLOWS:**

**MBE: \$122,580.00**

**WBE: \$ 47,655.00**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**Rec. & Parks - cont'd**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,000,000.00	9938-907808-9475	9938-907808-9474
State	Reserve	Active
	Community Park	Community Park
	& Playgrounds FY11	& Playgrounds FY11

This transfer will provide funds to cover the costs associated with the design and construction of Pierce's Park under the funding agreement with Pierce's Park Management, LLC.

**(FILE NO. 57229)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the open space funding agreement with Pierce's Park Management, LLC. 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

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

1303

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.

The President **ABSTAINED** on Item No. 2.

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

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>			
1.	<b>\$136,423.94</b>	9950-903644-9509 Const. Res. - ADA Ramps Upgrade	9950-902644-9508-3 Design & Studies ADA Ramps Upgrade

This transfer will clear the deficit in the account and fund costs associated with the award of Task No. 23 on Project 1074 with Century Engineering, Inc. for engineering and survey services for the development of 50 ADA compliant pedestrian ramp designs at various locations throughout the City.

Bureau of Water and Wastewater

2.	<b>\$125,000.00</b>	9958-903997-9526 Constr. Res. Lower Stony Run Stream Restoration	9958-905997-9525-3 Engineering
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This transfer will cover the cost of Project 1036B, Lower Stony Run Engineering Support - Task No. 3.

Baltimore Development Corporation

3.	\$ 2,732.84	9910-903354-9600 Constr. Res. W. Balto. Ind & Coml. Dev.	9910-904354-9601 W. Balto. Ind & Coml. Dev.
	3,000.00	9910-904115-9600 Constr. Res. West Side Initiative	9910-905825-9603 West Side Downtown
	450.00	9910-905575-9600 Constr. Res. E. Balto. Ind & Coml. Dev.	9910-906575-9601 E. Balto. Ind & & Coml. Dev.
	<u>22<sup>nd</sup> EDF</u>		
	<b>\$ 6,182.84</b>		

This transfer will provide funds to reimburse the Baltimore Development Corporation for eligible capital expenses for the month ending March 31, 2011.



**MINUTES**Department of General Services - Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	316 S. Caroline St.	East Harbor Community Dev. Corp. Inc.	One 5" conduit @ 150'
	Annual Charge: \$525.00		
2.	2822 O'Donnell St.	Michael Ethan Langrill	Retain bracket sign 1½' x 1½'
	Annual Charge: \$52.70		
3.	1710 Thames St.	Cobblestone, LLC	Outdoor seating, two @ 8'x 4'
	Annual Charge: \$337.50		
4.	3201 Fleet St.	Joseph Schultz	Garage Extension 18' x 3'
	Annual Charge: \$189.00		
5.	4707-4711 Edmond-son Avenue	St. Bartholomew's Church	Two single face electric signs 12' x 6'7"
	Annual Charge: \$509.38		

**MINUTES**Department of General Services - cont'd

6.	1743 Aliceanna St.	Franciscan Fathers of Saint Stanislaus Church	One awning 13' x 3½', one set of steps, one veneer
	1745 Aliceanna St.	Franciscan Fathers of Saint Stanislaus Church	One awning 13' x 3½', one set of steps, one veneer
	1747 Aliceanna St.	Franciscan Fathers of Saint Stanislaus Church	One awning 13' x 3½', one set of steps, one veneer
	1749 Aliceanna St.	Franciscan Fathers of Saint Stanislaus Church	One awning 33' x 5½', one set of steps, one veneer

Flat Charge: \$964.80

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

There being no objections, the Board, UPON MOTION duly made and seconded approved the Minor Privilege Permits.



**MINUTES**

Department of Housing and - CDBG-36 Inter-departmental  
Community Development      Memorandum of Understanding (MOU)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the CDBG-36 inter-departmental MOU with the Department of Planning. The period of the MOU is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$1,118,523.00 - 2089-208911-1870-188180-603051

**BACKGROUND/EXPLANATION:**

Pursuant to guidance from the Department of Housing and Urban Development, a MOU will henceforth be executed for the utilization of Community Development Block Grant (CDBG) funds to support other agencies. In order for the Department of Planning to be more responsive to the needs of the citizens of Baltimore City, the CDBG funds are being provided to supplement staff costs.

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

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

**MINUTES**

DHCD - cont'd

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

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the inter-departmental memorandum of understanding with the Department of Planning.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a land disposition agreement (LDA) with Baltimore Revival, LLC, developer, for the sale of the property located at 1526 McCulloh Street.

**AMOUNT OF MONEY AND SOURCE:**

\$25,000.00 - Sale price

**BACKGROUND/EXPLANATION:**

On March 9, 2011, the Board approved the original LDA with Mr. Jonathan N. Spinetto, developer, for the sale of the property located at 1526 McCulloh Street. Mr. Spinetto has decided to take ownership of 1526 McCulloh Street in the name of his new entity, Baltimore Revival, LLC.

A good faith deposit of \$2,500.00 has been paid by the developer.

The property was obtained through condemnation on November 10, 2010 and was appraised for \$16,000.00.

The project will consist of the complete rehabilitation and sale of the property for owner occupancy.

**MBE/WBE PARTICIPATION:**

Article 5, Subtitle 28 of the Baltimore City Code is not applicable because the property is being conveyed to the business entity of a private citizen for rehabilitation and

**MINUTES**

DHCD - cont'd

**MBE/WBE PARTICIPATION:**

Article 5, Subtitle 28 of the Baltimore City Code is not applicable because the property is being conveyed to the business entity of a private citizen for rehabilitation and resale at market value and will be owner-occupied. The entity, Baltimore Revival, LLC received no City funds or incentives for the purchase and rehabilitation.

**(FILE NO. 57211)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Baltimore Revival, LLC.



**MINUTES**

Baltimore Development - Land Disposition Agreement  
Corporation (BDC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the land disposition agreement with the University of Maryland, Baltimore (University), developer, for the sale of the property located at 121 N. Greene Street.

**AMOUNT OF MONEY AND SOURCE:**

\$608,791.00 - Sale price

**BACKGROUND/EXPLANATION:**

In 2006, the BDC, on behalf of the City, issued a Westside Scattered Sites Request for Proposal (RFP) for the redevelopment of seven properties in the Market Center Urban Renewal Area, including 121 N. Greene Street, a four-story industrial building.

Four responses were received, which were reviewed by an Advisory Review Panel, including stakeholders. An Exclusive Negotiating Privilege was subsequently awarded to the University of Maryland.

The University engaged Colliers Pinkard in 2006 and the property appraised for \$588,000.00. The University offered to acquire the property for \$588,000.00. The property was also appraised in 2006 by Jim Crawford, MAI for \$515,000.00, and by Woodley Appraisal Group for \$662,000.00. The property was appraised again in January 2011 by Concord Appraisal Co. for \$603,000.00.

In 2009, the City engaged a contractor to install a new roof on the building to prevent further deterioration of the improvements. The University agreed to share the cost of \$41,582.00 for replacing the roof. The University portion of the cost of the new roof was \$20,791.00. The total sale price of property equals \$608,791.00.

The purchaser will develop the property for academic offices or other use consistent with the Westside Strategic Plan. The University of Maryland plans to invest \$6,200,000.00 to renovate and furnish the property.

**MINUTES**

BDC - cont'd

**STATEMENT OF PURPOSE AND RATIONALE FOR SALE OF PROPERTY BELOW APPRAISED VALUE:**

This project will eliminate blighting from the 100 block of N. Greene Street, within the campus of the University. This project will create temporary employment during the construction phase.

- The project is located within the campus of the University. This vacant property was deteriorated prior to roof replacement in 2009, resulting in deterioration of structural elements. This project will benefit the University System by elimination of blighting conditions on the 100 block of N. Greene Street by creating an occupied property.
- This mid-block, blighted, City-owned property will be rehabilitated through participation of the City in a modest \$15,000.00 land write-down. The City's investment will assist in creating fifty construction period jobs.

**MBE/WBE PARTICIPATION:**

The purchaser covenants and agrees to comply with the State of Maryland's policy regarding participation by minority business enterprises. Purchaser covenants and agrees to use all reasonable, good faith efforts to meet a goal for participation of minority and women's business enterprises that equals or exceeds an overall minimum of 25% of its total dollar value of

**MINUTES**

BDC - cont'd

all procurement contracts made directly or indirectly from all State certified Minority Business Enterprises. The percentage goals shall apply to the total amount of the project.

**(FILE NO. 57230)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with the University of Maryland, Baltimore, developer, for the sale of the property located at 121 N. Greene Street.



## MINUTES

Department of Audits - Audit Report and Related Audit Digest

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

City of Baltimore Single Audit for the Fiscal Year ended June 30, 2010.

President: "The first item on the non routine agenda can be found on Page 21, Audit Report and Related Audit Digest City of Baltimore, Single Audit for the Fiscal Year Ended June 30, 2010. Mr. McCarty."

Mr. McCarty: "Good morning Mr. President, excuse me, members of the Board. I am Bob McCarty, the City Auditor. The Department of Audits has completed its annual Single Audit of the City of Baltimore for the fiscal year ended June 30, 2010. Our report excludes the Baltimore City Public School System and the Enoch Pratt Free Library which were subject to separate audits as required by State Law. The Audit report includes the previously issued Comprehensive Annual Financial Report or CAFR and the related report on compliance and internal control over financial reporting, and both are issued jointly by the Department of Audits and Ernst and Young, LLP. The City had one significant deficiency in internal control of its financial reporting in fiscal year 2010. A significant deficiency is a control deficiency that adversely affects the City's ability to

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initiate, authorize, record, process or report financial data reliably in accordance with generally accepted auditing -- I am sorry, accounting principles, such that there is a possibility that an immaterial misstatement of the financial statements will not be prevented or detected by the City's internal control. The significant deficiency is as follows; and this is listed as Finding 2010 - 1: During the course of our audit, we identified various accounts for which management could not provide an adequate analysis, or a listing of items that were included, or should have been included in the accounts. Various audit differences were noted as a result, including the construction-work-in-process and workers compensation claims liability accounts. We recommend that the Department of Finance analyze all accounts during the year, or at the latest, during the year end financial statement close process, to properly adjust accounts and documented all significant account balances are appropriate and accurate. This finding is considered to a material weakness. A material weakness is a significant deficiency that results in a possibility that a material misstatement of the financial statements will not be prevented or detected by the City's internal control. The Department of Finance does not agree that the finding constitutes a material weakness, but it does believe that this finding identifies

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issues that need attention to improve overall internal control. Finance is currently taking steps to address the issues identified in the finding. This finding was determined to be a material weakness based on the Statement of Auditing Standards or SAS Number 12, since it was at least reasonably possible that a misstatement could have occurred due to the failure of a control. A failure in the operations of internal controls includes the failure of information -- of the information component of internal control to provide complete and accurate output because of deficiencies in timeliness, completeness, or accuracy. Additionally, there are two findings from our previous audit that were resolved during fiscal year 2010. In our fiscal 2009 audit, the Bureau of Accounting and Payroll Services or BAPS, metered water billing receivable account was not reconciled to its subsidiary account in the Revenue Collection Division. During fiscal year 2010, the Department of Finance resolved this finding by performing the required reconciliations in a timely manner. Also in our fiscal year 2009 audit, material adjustments to the accounting records in the wastewater utility and grants revenue funds were documented in the accountant's work papers but were omitted during the BAPS review of the funds trial balances. During fiscal year 2010, the Department of Finance resolved this finding by performing

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appropriate adjustments to the Wastewater Utility and Grant Revenue Funds. As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. The results of our test disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards. The balance of our Single Audit Report is issued by the Department of Audits and represents mandated coverage of federal grants. The report includes the subsidiary schedule of expenditures of federal awards which total \$252,000,000.00 and this excludes approximately \$212,000,000.00 received by the Baltimore City Public School System and the Enoch Pratt Free Library. The Audit report also includes the Report on Compliance with Requirements Applicable to each major program and on Internal Control over Compliance. We audited 15 major programs for fiscal year 2010, which total \$196,500,000.00. The report contained 12 findings and some programs continue to have problems in reconciling grant financial reports to the City's accounting records, submitting grant financial reports in a timely and monitoring

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subrecipients. One of the 12 single audit findings involved a City agency not obtaining the required approval of the Board of Estimates in the City's procurement process. The Department of Housing and Community Development or DHCD obtained contractual services for its Head Start program without following the City's procurement procedures and did not submit the agreement to the Board of Estimates for approval, as required by the City Charter. Instead, DHCD relied on an agreement for services between the Housing Authority of Baltimore City and DHCD, which is dated June 5, 1985 to procure these services for its Head Start program. However, the City's Charter, under Article VI, Section 11 (a), states that the Board of Estimates and I quote 'shall be responsible for awarding contracts and supervising all purchases by the City'. We recommend that DHCD follow the City's procurement process. As required by the Office of Management and Budget Circular A-133, the City's Schedule -- the City's Summary Schedule of Prior Audit Findings and corrective action plans for both current and prior findings are included in our report."

President: "Do you have a question? Comptroller Pratt."

Comptroller: "Mr. Gallagher I have a question that I would like to ask."

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President: "You have to talk into the mic."

Mr. Gallagher: "About the audit?"

Comptroller: "Yes. For the report that was just given. For the construction of work in progress, where is Finance in completing the updating of the status of each construction project?"

Mr. Michael Broache, Chief BAPS: "I would say that we are about 98% done. We have been really aggressively working on this this year and I have one person almost 100% dedicated to it, so I think we are -- and you know we are working with the agencies so--."

Comptroller: "You think it will be completed by June 30<sup>th</sup>?"

Mr. Broache: "I totally expect it to."

Comptroller: "Okay. And when will Finance have quarterly finance reporting process in place?"

Mr. Broache: "Probably during the first quarter of 2012. I had hoped to have it in place this year, but some things came up and we just couldn't do it this year. But I think that will help us quite frankly --."

Comptroller: "Right."

Mr. Broache: "Identify some of these issues."

Comptroller: "Okay. Thank you."

President: "Any more questions?"

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Comptroller: "I had some questions of Mr. Graziano. As indicated in the report that was just given, the procurement procedures were not followed. How will the Board of Estimates be made aware of these expenditures and going forward are you going to change your procurement procedures so that the Board can be made aware? Because I don't believe that this Board would delegate this Charter mandated authority to award contracts to any agency and not be made aware of how the money is being spent."

Mr. Graziano, Commissioner DHCD: "Well, these matters are all a matter of public record and our interpretation is that in 1985, based on the agreement between Housing Authority and the City, that these authorities were in fact delegated. There is a question of interpretation, we are now conferring with the City Solicitor and will be after that process is completed we will be coming back with some recommendations. But, we believe that we are in full compliance with Federal Law. The procurement that was made was made under HABC, which has a very strict federal procurement compliance process, and it was in full compliance. So, I think it is a matter of interpretation and since it has been raised it is an issue. We are conferring with the Law Department to get an interpretation. But again, this Board in 1985 did approve an agreement between the Housing Authority and

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the City, and so, I would say that there is no, there was no attempt to skirt any process to avoid any proper procurement. It was a matter of interpretation and if that interpretation ends up being incorrect, we need to come back and make a clarification as to what the procedure is going forward."

Comptroller: "How did it affect the MBE and WBE's City's requirement?"

Ms. Lin: "HABC always follow the --."

Deputy Comptroller: "Would you please state your name for the record please."

Mr. McCarty: "Please state your name."

Ms. Lin: "HABC --."

Mr. Graziano: "No identify --."

City Solicitor: "Your name."

Ms. Lin: "Rainbow Lin, Chief Financial Officer for the Department of Housing and Community and the Housing Authority of Baltimore City. HABC does follow the Federal Guidelines and also you know on the MBE Compliance, we also follow the City goal, so we usually on professional services contract, there are a 20% compliance on the MBE requirement."

Mayor: "Come closer to the mic."

City Solicitor: "Come closer."

Ms. Lin: "Maybe I don't want to get too close."



## MINUTES

Mayor: "It is not picking up your voice that is why."

Ms. Lin: "Do I need to repeat it again?"

Mayor: "No. Just talk real close to the mic."

City Solicitor: "Stand very close."

Ms. Lin: "Alright, and also to clarify about the MBE, HABC follows the City guideline and there is a 20% MBE compliance on this particular contract, and just to clarify about this specific issue. The contract that the City Auditor was looking at, that contract was actually properly procured by HABC to do a lot of financial work for the HABC, and when the issue of HCD come up for the Head Start Program, then we utilized a task order and issued to the consultant to perform a portion of the functions which in our interpretation for many years now that it would allow us to interchange and allow that contract to perform services for HCD. So, it is a small component of that contract in the majority of the services were for HABC work and it ended up a small portion were performed on the HCD Head Start Program."

Comptroller: "So, you are waiting for an opinion from Mr. Nilson? Mr. Nilson, do you know when you will have that opinion, because I would like to ask that you (DHCD) not continue those practices until we get a ruling on whether or not the interpretation is that. You should follow the Charter or

## MINUTES

whether you should follow the documentation that you have that was approved by the Board in 1985."

Mr. Graziano: "We are in consultation, we are conferring with the Law Department and once we complete that process, we will be coming back I think with some recommendations. Clearly we want to, we intend to, we think we have -- our believe is that we have always been in full compliance with whatever the rules were. But if that requires clarification, then certainly that is what we want."

City Solicitor: "I think what the Comptroller is asking is whether it creates a problem in any way for the agencies to follow what I would just call the stricter view of the 1985 agreement and follow the year that has been articulated by the Auditor pending the completion of our consultation."

Comptroller: "Yes."

City Solicitor: "That is the question that she has put to you and I am not sure I have heard the answer to that."

Mr. Graziano: "I think we need to take a closer look at that and perhaps confer as well on that more specific a question with the --."

Comptroller: "The question is would you stop that procedure until we get a ruling from the City Solicitor? Because if you

## MINUTES

are not in compliance we don't want to have you continue following a process --."

Mr. Graziano: "There is no -- we are not initiating any actions at this point that would be in violation of that."

Comptroller: "So I am asking that you not continue your procurement procedures until we get a ruling from the City Solicitor."

City Solicitor: "I don't think the Comptroller is asking you to pull the plug on something that you have already done, on the prior belief that everything was fine."

Mr. Graziano: "Yes."

City Solicitor: "She is just asking you to commit not to initiate something new --."

Mr. Graziano: "Right."

City Solicitor: "until we finish our consultation."

Comptroller: "Right."

Mr. Graziano: "Exactly. Yes, I think that is a fair question --."

Comptroller: "Okay."

Mr. Graziano: "and fair request and so I say going forward we certainly won't initiate any new procurements utilizing this authority --."

Comptroller: "Okay."

## MINUTES

Mr. Graziano: "until we clarify exactly what that authority is."

Comptroller: "Okay."

President: "Anymore questions?"

Mr. McCarty: "Can I just clarify one point though please? We never said that they didn't meet the requirements of HABC. They met the federal requirements on that side. But for the City, it is a City grant awarded the City of Baltimore, the procurement policy says 'meet the federal standards plus all local standards', and we didn't see the local standards being met, because of the Charter requirements."

Mr. Graziano: "And again, that was interpretation thing and I just wanted to be clear on the record that we believe that we were operating under the proper rules and so I think that is why the clarification will be important."

President: "Okay. The Audit has been NOTED."

Mr. McCarty: "Thank you."

President: "Thank you."

\* \* \* \* \*

The Board **NOTED** receipt of the Audit Report and Related Digest for the City of Baltimore Single Audit for the Fiscal Year ended June 30, 2010.

MINUTES

PERSONNEL MATTERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following page

1328

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****PERSONNEL**Department of Housing and Community Development1. Create the following position:

10172 - Division Chief II  
 Grade 952 (\$62,700.00 - \$90,900.00)  
 Job No. to be assigned by BBMR

Cost: \$85,646.00 - 1001-000000-5832-179600-601001

Department of Recreation and Parks

2.	<b>JALEEL NASH</b>	\$25.17	<b>\$24,000.00</b>
3.	<b>SCOTT D. MYERS</b>	\$25.17	<b>\$24,000.00</b>

Account: 3001-000000-5051-385300-601009

Messrs. Nash and Meyers will each continue to work as Forestry Inspector IIs in the Forestry Division of the Bureau of Parks. They will be responsible for assisting with the backlog of open service requests in the CitiTrack online system. Their duties will include, but are not limited to inspecting trees to identify needs for care, removal and treatment, answer public inquiries concerning trees, and monitor the service request system to eliminate overdue and escalated service requests. They will also inspect work completed by contractors to ensure contract compliance. The period of the agreement is effective upon Board approval for six months.

## 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:

1330 - 1332

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Transfers of Funds were approved

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

- 1. TR 11008, Northern M. Luis Construction \$ 434,254.87  
 Pkwy.: Falls Rd. Co., Inc.  
 to Roland Ave.  
 Slab Repair  
 (East)

MWBOO GRANTED A WAIVER.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$499,393.10</b>	9950-904881-9514	
State Constr.	Northern Pkwy.	
Loans	Slab Repair	
 \$434,254.87	-----	9950-906882-9514-6
		Struc. & Improv.
43,425.49	-----	9950-906882-9514-2
		Contingencies
21,712.74	-----	9950-906882-9514-5
<u>\$499,393.10</u>		Inspection Northern
		Pkwy. - Falls Rd. to
		Roland Ave. -
		Slab Repairs (East)

This transfer will provide funds to cover the costs associated with the award of Project TR 11008, Northern Parkway - Falls Road to Roland Avenue - Slab Repair (East), to M. Luis Construction Co., Inc.



MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

3.	TR 11010, Resurfacing Highways at Various Locations City-wide - Emergency JOC	M. Luis Construction Co., Inc.	\$1,973,456.25
----	---	--------------------------------	----------------

**MWBOO FOUND VENDOR IN COMPLIANCE.**

<b>MBE:</b>	Fallsway Construction Co., LLC P&J Contracting Co., Inc.	\$350,000.00 <u>100,000.00</u> <b>\$450,000.00</b>	17.73%  <u>5.07%</u> <b>22.80%</b>
<b>WBE:</b>	Rowen Concrete, Inc. Haines Industries, Inc.	\$200,000.00 <u>15,000.00</u> <b>\$215,000.00</b>	10.13% <u>0.76%</u> <b>10.89%</b>

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 600,000.00	9950-901767-9514	
MVR	Federal Resurf.	
563,924.60	9950-903768-9514	
MVR	Federal Resurf.	
173,255.27	9950-902530-9507	
MVR	Constr. Res. -	
483,622.00	Federal Resurf.	
MVR	9950-903600-9528	
	Constr. Res. -	
275,000.00	SNAP Local Resurf.	
MVR	9950-904332-9528	
	Constr. Res. -	
75,000.00	Howard Park	
MVR	9950-905220-9528	
	Constr. Res.	
<b>\$2,170,801.87</b>	Saratoga St.	

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,973,456.25	-----	9950-903790-9514-6 Struc. & Improv.
98,672.81	-----	9950-903790-9514-5 Inspections
98,672.81	-----	9950-903790-9514-2 Contingencies
<u>\$2,170,801.87</u>		Emergency Resurf. at various locations

This transfer will provide funds to cover the costs associated with the award of contract TR 11010, Resurfacing Highways at Various Locations Citywide Emergency JOC, to M. Luis Construction Co., Inc.

Bureau of Purchases

- 5. B50001849, Provide Floor Affordable Carpet \$60,000.00  
Stripping and Waxing Cleaning Corporation  
Services for Various  
City of Baltimore  
Agencies

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |  |             |         |
|--|-------------|---------|
| 1. ACCUSOURCE, INC.  | \$30,666.00 | Low Bid |
| Solicitation No. B50001855 - Background Investigation Services<br>- Department of Human Resources - Req. No. R568364 |             |         |

The award is for the period June 4, 2011 through June 30, 2013 with three one-year renewals remaining.

- |   |             |         |
|---|-------------|---------|
| 2. J.C. Ehrlich, d/b/a<br>Ehrlich Distributors  | \$20,000.00 | Renewal |
| Solicitation No. 06000 - Pesticides for Rat Rubout Program -<br>Department of Public Works - P.O. No. P513057 |             |         |

On April 21, 2010, the Board approved the initial award in the amount of \$20,000.00. The award contained an option to renew at the sole discretion of the City. This renewal in the amount of \$20,000.00 is for the period April 21, 2011 through April 20, 2012.

- |  |             |         |
|--|-------------|---------|
| 3. FIRE & POLICE<br>SELECTION, INC.  | \$80,000.00 | Renewal |
| Solicitation No. B50001045 - EMT/Fire-Fighter Consultant &<br>Recruit Testing - Fire Department - Req. No. R521655 |             |         |

On May 20, 2009, the Board approved the initial award in the amount of \$80,000.00. The award contained two 1-year renewal options at the sole discretion of the City. On May 12, 2010 the Board approved a one year renewal in the amount of \$80,000.00. This is the final renewal in the amount of \$80,000.00 and is for the period May 20, 2011 through May 19, 2012.

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

## 4. TURF EQUIPMENT AND

SUPPLY COMPANY	\$200,000.00	Increase
Solicitation No. 08000 - O.E.M. Parts and Service for Toro Equipment - Department of General Services - P.O. No. P507496		

On April 1, 2009, the Board approved the initial award in the amount of \$120,000.00. On June 23, 2010 the Board approved an increase in the amount of \$120,000.00. Due to a higher than anticipated demand for parts and services, an increase in the amount of \$200,000.00 is necessary, making the award amount \$440,000.00.

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 equipment and/or service is recommended.

## 5. NATIONAL SAFETY

SUPPLY, INC.	\$ 20,000.00	
Section 1		
FISHER SCIENTIFIC	550,000.00	
Section 2 & 3		
HAGEMEYER NORTH AMERICA	<u>110,000.00</u>	
Section 4	<u>\$680,000.00</u>	Renewal
Solicitation No. B50001439 - PPE Ensembles & Tactical Face Mask Breathing Systems - Police and Sheriff's Departments - Req. Nos. Various		

On May 26, 2010, the Board approved the initial award for \$680,000.00. A renewal in the amount of \$680,000.00 is requested to cover the period of May 26, 2011 through May 25, 2012. This is the first of four one-year renewal options.

**MWBOO GRANTED A WAIVER.**

**MINUTES**

Health Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an expenditure of funds to purchase gift cards from Rite Aid of Maryland, Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$2,000.00 - 5000-521111-3041-278200-604051  
(400 cards @ \$5.00 each)

**BACKGROUND/EXPLANATION:**

The Department will purchase the gift cards for the Needle Exchange Program (NEP), and will give one \$5.00 gift card to NEP clients as an incentive for taking HIV/STD tests.

The Department has a consolidated policy for the purchase, distribution, and documentation of all gift cards.

The central tenets of this policy account for:

1. a single means of procuring all gift cards through the Board of Estimates;
2. the documentation of each incentive card, and its recipient;
3. a monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and
4. a periodic internal review of the programs' activity vis-à-vis the internal policies, which are to be shared with the Department of Audits.

**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 purchase gift cards from Rite Aid of Maryland, Inc.

## MINUTES

Health Department - Agreements

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

1. **THE JOHNS HOPKINS UNIVERSITY** **\$ 6,569.00**  
**(JHU)**

Account: 1001-000000-3030-271200-603051

The JHU will provide a consultant to provide laboratory expertise to staff at the Bureau Disease Control Lab. The consultant will be responsible for the oversight of laboratory operations, which includes maintaining liaison with community organizations, Health Department locations, and hospitals located in Baltimore. The period of the agreement is February 1, 2011 through April 30, 2011.

The agreement is late because of the delay in receiving an acceptable scope and budget.

2. **THE JOHNS HOPKINS UNIVERSITY** **\$131,440.00**  
**(JHU)**

Account: 1001-000000-3030-271300-603051

The JHU will provide laboratory services to meet the goal and objectives of Health Prevention and Disease Prevention programs. The JHU will also provide orientation, training, and supervision in laboratory techniques required of personnel who are authorized to perform on-site laboratory testing. The JHU will also establish and maintain liaison with the Maryland Laboratories Administration and maintain an inventory of laboratory supplies and equipment. The period of the agreement is July 1, 2010 through June 30, 2011.

## MINUTES

Health Dept. - cont'd

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

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**ABSTAINED.**

**MINUTES**

Health Department - Notification of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the notification of grant award (NGA) from the Maryland Department of Aging (MDoA) State Allocations. The period of the grant award is September 30, 2010 through September 29, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$93,769.00 - 5000-587811-3044-273300-404001

**BACKGROUND/EXPLANATION:**

The grant is for the FY 2011 Aging and Disability Resource Center (ADRC) Evidence-Based Care (EBC). Under the terms of this grant award, the funds will be used to hire a Guided Care Nurse (GCN) who will provide intensive care management to 25 internal medicine patients for the ADRC-EBC Program. These patients have been identified to be at high-risk of hospital readmission or nursing home admission. The GCN will work with the physicians and nurses at the medical practice to coordinate services for the patients.

The patients will receive medical care from one of the Johns Hopkins Health Systems' practices located in Baltimore City.

The NGA is late because it was recently received from the MDoA.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the notification of grant award from the Maryland Department of Aging State Allocations. The President **ABSTAINED**.



**MINUTES**

Health Department - Procurement Policies

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** receipt of the internal control policies regarding the Procurement and Purchasing Policies and Procedures.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On March 2, 2011, the Board requested the Department to report on its development of internal control policies related to its procurement practices.

The Health Department has submitted its internal control policies regarding its procurement and purchasing policies and procedures.

**AUDITS REVIEWED THE INTERNAL CONTROLS AND THEY APPEAR ADEQUATE.**

The Board **NOTED** receipt of the internal control policies regarding the Procurement and Purchasing Policies and Procedures.

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

Department of Transportation - TR 11302, Resurfacing  
Highways at Various Locations,  
Southeast - Sector IV  
**BIDS TO BE RECV'D: 6/08/2011**  
**BIDS TO BE OPENED: 6/08/2011**

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

**MINUTES**

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

**BIDS, PROPOSALS AND CONTRACT AWARDS**

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

Department of Transportation - TR 11302, Resurfacing Highways  
at Various Locations,  
Southwest - Sector III  
**BIDS TO BE RECV'D: 06/15/2011**  
**BIDS TO BE OPENED: 06/15/2011**

## 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:

Department of Transportation - TR 07025R, Mount Auburn  
Cemetery Perimeter  
Rehabilitation for the M&CC  
of Baltimore

R&F Construction, Ltd  
Allied Contractors. Inc.  
P & J Contracting Co., Inc.  
Bensky Construction, LLC

Bureau of Purchases - B50001893 Life and  
Accidental Death and  
Dismemberment Insurance -  
Employees and Retirees

METLIFE  
Standard Insurance Co.  
Minnesota Life Insurance Co.  
The Prudential Insurance Co.  
of America  
ReliaStar Life Company  
Aetna Life Insurance Co.  
The Hartford

Bureau of Purchases - B50001905, Services for  
Window and Trusses Cleaning

Vip Special Services

Bureau of Purchases - B50001909, Technical  
Services for Liquid Oxygen  
Plants at Patapsco  
Wastewater Treatment Plant

Solutionwerks, Inc.

## MINUTES

Bureau of Purchases - B50001913, Sale of Scrap  
Vehicles

**THERE WERE NO BIDS RECEIVED.**

Bureau of Purchases - B50001914, Reflective Sign  
Sheeting

Garden State Highway  
Products, Inc.  
American Traffic Safety  
Materials, Inc.  
3M Company, TSS Division  
Osborne Assoc., Inc.

Bureau of Purchases - B50001918, Furnish and  
Deliver Tapered Steel  
Square Pole

Power-Lite Industries Inc.  
Bridgewell Resources, LLC  
VSI Sales, LLC  
Graybar Electric Co.

Bureau of Purchases - B50001920, Aerial  
Lift Trucks

Dueco, Inc.  
Gabrielli Truck Sales  
\*Beltway International

\*UPON FURHER MOTION, the Board found the bid of Beltway International, LLC **NON-RESPONSIVE** because of the company's failure to proffer a bid guarantee as required in the bid instructions and the City Charter.

## MINUTES

Bureau of Purchases - B50001939, Tandem Wheel  
Dump Trucks

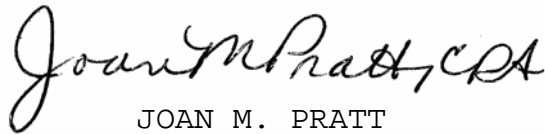
Baltimore Freightliner  
Beltway International

Bureau of Purchases - B50001940, Bleach Tanks

**THERE WERE NO BIDS RECEIVED.**

\* \* \* \*

There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, May 11, 2011.



JOAN M. PRATT  
Secretary