

MINUTES

REGULAR MEETING

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

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The meeting was called to order by the President.

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President: "I will direct the Board members attention to the memorandum from my office dated September 26, 2011 identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a motion to approve all of the items contained on the routine agenda."

Mr. Ralph: "Move the approval of the items on the routine agenda."

Comptroller: "Second."

President: "All those in favor say 'AYE', all opposed say 'NAY'. The motion carries. The routine agenda has been adopted."

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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:

Dixie Construction Company, Inc.	\$ 8,000,000.00
Gray & Son, Inc.	\$167,967,000.00
J.M. Browning, Inc.	\$ 504,000.00
Mace Electric Company, Inc., and Mace Electrical Services, Inc.	\$ 8,000,000.00
Mitchell Plumbing & Heating, Inc.	\$ 1,500,000.00
North Point Builders, Inc.	\$ 8,000,000.00
R.E. Harrington Plumbing & Heating Company, Inc.	\$ 8,000,000.00
Schnabel Foundation Company	\$206,730,000.00
Siemens Industry, Inc.	\$ 8,000,000.00
Sustainable Services Corporation	\$ 1,500,000.00
Unity Construction of D.C., Inc. d/b/a Unity CMS	\$ 1,500,000.00

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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:

Louis Berger Water Services, Inc.	Engineer
The Constellation Design Group, Inc.	Engineer
Findling, Inc.	Engineer
Froehling & Roberston, Inc.	Engineer
Greenman-Pedersen, Inc.	Landscape Architect Engineer Land Survey
MBP	Engineer

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

MINUTES

Circuit Court - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Family League of Baltimore City, Inc. The period of the agreement is July 1, 2011 through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$95,000.00 - 5000-539210-1100-668100-405001

BACKGROUND/EXPLANATION:

The Circuit Court received a grant award from the Administrative Office of the Courts - Office of Problem Solving Courts to pay for two staff positions in the Family League's Family Recovery Program (FRP), the family dependency treatment court of Baltimore City. This agreement will cover the salary and benefits for the two staff persons, the FRP Court Coordinator at \$54,000.00 and the FRP Reengagement Specialist at \$41,000.00. The positions will be managed and supervised by the Family League of Baltimore City, Inc.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the Family League of Baltimore City, Inc.

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Mayor's Office of Employment Development - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a grant award from the Department of Labor, Licensing and Regulation (DLLR). The period of the grant award is July 1, 2011 through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$193,184.00 - 4000-805612-6312-456000-404001

BACKGROUND/EXPLANATION:

This grant will fund three Early Intervention Facilitator positions. The positions are responsible for delivering an Early Intervention Curriculum to unemployment insurance claimants and other job seekers.

The Early Intervention Facilitators will deliver the established curriculum and perform duties such as conducting workshops and coaching as well as guiding job seekers in career development. In addition, the Early Intervention Facilitators will assist with resume preparation, labor market information, job seeking, and maintaining skills and software instruction.

The grant award is late for Board approval due to a delay in receiving the notification of the award.

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 acceptance of the grant award from the Department of Labor, Licensing and Regulation.

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Mayor's Office of Human Services/- TRANSFER OF LIFE-TO-DATE
Homeless Services Program SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Gloria J. Townsend.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

<u>NAMES</u>	<u>DAYS</u>
Evangeline C. Keita	5
Peter Pakas	5
Yogesh I. Mehta	<u>5</u>
	15

APPROVED FOR FUNDS BY FINANCE

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

UPON MOTION duly made and seconded, the Board approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Gloria J. Townsend.

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Mayor's Office of Human Services/- Grant Agreement
Homeless Services Program

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with the Joseph Richey House, Inc. The period of the agreement is July 1, 2011 through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$29,313.00 - 4000-490912-3573-333672-603051

BACKGROUND/EXPLANATION:

The Joseph Richey House, Inc. located at 828 North Eutaw Street will provide 249 bed days and supportive care to qualified end stage AIDS patients. Services will include but not be limited to room and board and 24-hour medical support, nursing care, food, laundry and medicine to AIDS patients who are terminally ill and who are unable to be served in their own home.

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 grant agreement with the Joseph Richey House, Inc.

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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:

3130 - 3134

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 Mayor **ABSTAINED** on item nos. 1 and 4.

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<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Planning/Mayoralty Related</u>		
1. \$107,083.00	9904-901038-9127	9904-910039-9127
Gen. Funds	CATV's Active	CATV's Phase II

This transfer will remove the remaining balance of funds from the CATV's Phase II. Phase II will continue the placement of cameras at various locations throughout the City.

Department of Housing and Community Development

2. \$ 50,000.00	9910-902981-9587	9910-905091-9588
29 th CDB FY2011	Acquisition/ Relocation Fund Reserve	Planning Dept. Monitoring

This transfer will provide funding for the Planning Department's monitoring of Development activities and costs associated with the Design Advisory Panel for fiscal year 2011 and 2012.

3. \$200,000.00	9910-906074-9587	9910-907174-9588
General Funds	Land Bank Reserve	Land Resources - Blight

This transfer will provide funding for Land Resources to cover the costs of construction, labor, and furniture associated with the 10th and 11th floor renovation project.

Department of General Services

4. \$ 28,000.00	9916-904171-9194	9916-905171-9197
General Funds	Reserve	Active

This transfer will cover the costs associated with the replacement of fifteen broken windows in the Historic Howard Peter Rawlings Conservatory.

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TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services - cont'd</u>		
5. \$900,000.00	9916-902591-9194	9916-903593-9197
Federal	MEA Sunburst	MEA Sunburst
Revenue	Program -	Program -
	Reserve	Active

On July 20, 2011, the Board approved a contract with Johnson Controls, Inc. (JCI) to install solar panels at the Back River Waste Water Treatment Plant. The cost of the project is \$4,168,580.00 with \$900,000.00 being funded by the MEA Sunburst Grant and the remainder funded through a Master Lease managed by the Bureau of Treasury Management. The transfer to an active account will allow payment to be made to JCI.

A LETTER OF PROTEST WAS RECEIVED FROM THE MARYLAND MINORITY CONTRACTORS ASSOCIATION, INC.

Deputy Comptroller: "For page 9, item 5 the Board received a protest from the Maryland Minority Contractors Association, Inc. However, the Board has determined that it will not hear that protest because on July 20, 2011 the Board approved the contract and this is the Transfer of Funds for the previously approved action of the Board of Estimates. That item page 9, item 5 will remain on the routine agenda."

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TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
6. \$ 30,000.00 20 th EDF	9910-901870-9600 Constr. Res. Business Incubators & Ctrs.	9910-906575-9601 E. Balto. Ind. & Coml. Dev.
300,000.00 22 nd EDF	9910-905575-9600 Constr. Res. E. Balto. Com- mercial	9910-906575-9601 E. Balto. Ind. & Coml. Dev.
<u>\$ 330,000.00</u>		

This transfer will provide funds towards the demolition expenses associated with the former Ainsworth Paint manufacturing facility located at 3200 East Biddle Street. This project will be managed by the Department of General Services.

7. \$ 1,109.60 19 th EDF	9910-904982-9600 Constr. Res. Coml. Rev. Program	9910-902879-9601 Coml. Rev.
500.00 19 th EDF	9910-994001-9600 Constr. Res. Unallocated Res.	9910-902879-9601 Coml. Rev.
2,217.53 20 th EDF	9910-902873-9600 Constr. Res. Brownsfield Incentive Fund	9910-902879-9601 Coml. Rev.
16,666.70 20 th EDF	9910-903354-9600 Constr. Res. W. Balto. Ind. & Coml. Dev.	9910-902879-9601 Coml. Rev.

MINUTES**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation - cont'd</u>		
6,000.00 22 nd EDF	9910-902873-9600 Constr. Res. Brownsfield Incentive Fund	9910-903873-9601 Brownsfield Incentive Fund
9,480.00 22 nd EDF	9910-903354-9600 Constr. Res. W. Balto. Ind. & Coml. Dev.	9910-902879-9601 Coml. Rev.
132.50 22 nd EDF	9910-903354-9600 Constr. Res. W. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
5,160.10 22 nd EDF	9910-904982-9600 Constr. Res. Coml. Rev. Program	9910-902879-9601 Coml. Rev.
518.25 22 nd EDF	9910-905575-9600 Constr. Res. E. Balto. Ind. & Coml. Dev.	9910-902879-9601 Coml. Rev.
12,962.39 22 nd EDF	9910-904115-9600 Constr. Res. West Side Initiative	9910-905825-9603 West Side Downtown
<u>\$54,747.07</u>		

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending June 30, 2011.

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Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 001 to STV, Inc. under Project No. 1113, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction.

AMOUNT OF MONEY AND SOURCE:

\$307,037.00 - 9950-909710-9514-900010-703032

BACKGROUND/EXPLANATION:

This task assignment provides authorization for the reconstruction of Kent Street from Annapolis Road to Westport MTA Light Rail Station. The reconstruction will include new curb, sidewalk, roadway pavement rehabilitation, pedestrian ramp modification, duct bank, conduit, signing, roadway marking, street lighting, and landscaping.

The consultant/contractor will comply with Title 49, Code of Federal Regulations, part 26 and the DBE goal established in the original agreement.

DBE: 25%

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 001 to STV, Inc. under Project No. 1113, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction.

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Department of Transportation - FY 2012 Budget Corrections

ACTION REQUESTED OF B/E:

The Board is requested to approve a list of changes that are required for the FY 12 Budget: 1) transfer of parking meter shop from the Department of Transportation (DOT) to Parking Authority of Baltimore City (PABC) and 2) Restoration of abolished positions and substitute new positions/line item adjustment in its place.

AMOUNT OF MONEY AND SOURCE:

No fiscal impact. MVR, General and Parking funds

BACKGROUND/EXPLANATION:

The DOT currently manages all single space parking meters and the PABC manages all multi-space parking meters known as the EZ Park Meter Program. The DOT and the PABC believe that the metered parking program should be managed by a single entity.

During the preparation of FY 12 budget, the DOT and PABC were in discussions for the transition of the Meter Shop from the DOT to the PABC and the budgetary move could not be completed during the FY 12 budget process. The DOT and the PABC believe this consolidation of parking meters will realize cost savings and increased parking meter revenues to the City. This involves moving Activity number six in service number 682, at a total value of \$1,060,126.00 to the PABC. This also includes seven budgeted positions, six filled and one vacant as submitted.

As the DOT cannot transfer the positions to the PABC, the DOT is requesting the Board approval to abolish these positions and to move the total value of personnel to contractual employees

MINUTESDepartment of Transportation - cont'd

without changing the bottom line value. This will result in six lay-offs. Additionally, the DOT is requesting approval to restore three abolished positions and substitute two positions in its place and make line item adjustments for the difference in value as submitted.

APPROVED FOR FUNDS BY FINANCE.

UPON MOTION duly made and seconded, the Board approved the list of changes that are required for the FY 12 Budget: 1) transfer of parking meter shop from the Department of Transportation to Parking Authority of Baltimore City and 2) Restoration of abolished positions and substitute new positions/line item adjustment in its place.

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Department of Transportation - Resolution

ACTION REQUESTED OF B/E:

The Board is requested to approve a resolution for the utilization of the Design Build procurement method for public works projects. The resolution will be effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Design-Build is a project delivery method by which the City contracts with an entity that has responsibility for the design and construction of the project under a single contract with the City.

This project delivery method for public works may be advertised for award based on Request for Proposal. Authority for the use of this procurement method is established by Article V, Section 11(h)(1)(ii) of the Baltimore City Charter, which provides that the Board of Estimates may award a contract "...or in the case of Requests for Proposals to the highest scoring responsive and responsible bidder." In order to advertise and award a contract under design-build, the sponsoring agency must satisfy numerous criteria and receive approval of the Design-Build Executive Committee, comprised of several Cabinet members.

MBE/WBE PARTICIPATION:

Minority and Women's Business Enterprise participation goals will be assigned separately for the design and construction phases of each contract to be advertised.

The resolution is submitted as follows:

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Department of Transportation - cont'd

RESOLUTION
OF
THE BOARD OF ESTIMATES OF BALTIMORE CITY
FOR
UTILIZATION OF THE DESIGN-BUILD METHOD

WHEREAS, the Mayor and City Council of Baltimore, acting by and through the Board of Estimates, pursuant to Article VI, Section 11(a) of the Charter of Baltimore City, 1996 Edition, as amended, ("Charter") is responsible for awarding contracts and supervising all purchasing by the City; and

WHEREAS, the Charter, states, inter alia, at Article VI, Section 17, that "...no expenditure for any new improvement shall be made out of any appropriation in the Ordinance of Estimates, unless the plans for such improvement are first submitted to and approved by the Board of Estimates."; and

WHEREAS, the Charter, states, in pertinent part, at Article VI, Section (h)(ii) that "After opening of bids, the Board of Estimates shall award the contract, as an entirety to the lowest responsive and responsible bidder or...in the case of Requests for Proposals to the highest scoring responsive and responsible bidder."

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ESTIMATES OF BALTIMORE CITY, that the following policy be formally adopted by this Board:

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Department of Transportation - cont'd

1. The Board of Estimates has determined that it is in the best interests of the City to permit alternative project delivery methods for public works project which may be advertised for award based on a Request For Proposals utilizing the Design-Build Alternative Project Delivery Method.

2. The Board of Estimates hereby adopts the Design-Build Project Delivery Procedures, a copy of which is attached as **Exhibit I**.

3. This Resolution shall take effect upon the date of approval by the Board of Estimates.

A LETTER OF PROTEST WAS RECEIVED FROM THE MARYLAND MINORITY CONTRACTORS ASSOCIATION, INC.

A LETTER OF PROTEST WAS RECEIVED FROM THE COMMUNITY CHURCHES UNITED FOR BALTIMORE JOBS.

This item was **DEFERED** until October 12, 2011.

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Department of Transportation (DOT) - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Whitman, Requardt & Associates, LLP, for Project No. 1134, On-Call Traffic Engineering Studies. 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:

\$1,500,000.00 - Upset limit - to be determined with each individual task

BACKGROUND/EXPLANATION:

The DOT has negotiated and procured the consulting agreement approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commission and now desires to utilize the services of Whitman, Requardt & Associates, LLP. The costs 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 reviewed by the Department of Audits. The consultant will assist with the preparation of Traffic Impact Studies for proposed development projects; make recommendations for mitigating the adverse impact of a proposed development, design traffic control devices including signals, vehicle detection equipment, signs, pavement markings, and traffic calming installations; perform signal analysis, modeling, optimization and other task assigned by the Department.

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DOT - cont'd

MBE/WBE PARTICIPATION:

MBE:	RJM Engineers, Inc.	\$225,000.00	15.00%
	Vision Engineering and Planning, LLC	<u>180,000.00</u>	<u>12.00%</u>
		\$405,000.00	27.00%
WBE:	Phoenix Engineering, Inc.	\$135,000.00	9.00%

MWBOO FOUND THE VENDOR IN COMPLIANCE

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

A LETTER OF PROTESTS HAS BEEN RECEIVED FROM THE MARYLAND MINORITY CONTRACTORS ASSOCIATION, INC.

President: "The first item on the non-routine agenda can be found on Pages 17 - 18, the Department of Transportation Agreement. Will the parties please come forward? Good morning."

Ms. Williams: "Good morning. Shirley Williams with the Minority and Women's Opportunity Office. The office found the consultant in compliance with the MBE Program. The goals were met both for Minority Participation and for Women's Business Enterprise participation."

President: "Mr. Jolivet."

Mr. Arnold Jolivet, MMCA: "Good morning."

President: "Good morning."

Mr. Jolivet: "Ms. Williams is probably right that the consultant was and is probably in compliance with the goals as set. My concern is, we increasing see Wednesday after Wednesday

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particularly the architect and engineering consulting contracts -- Ms. Williams keeps asserting that the contractor is in compliance. But, I am not seeing absolutely any African American sub consultants and that is why I am here today, and I am going to continue to protest and oppose these consulting agreements where African American firms are not being included. It is not a difficult complex issue. The Ordinance contemplated this very thing that we are seeing and the framers and the writers of the Ordinance inserted a provision in the Ordinance that allows the MWBOO's office to set sub goals for all enumerated groups and this is not being done. I don't know why this is not being done and as a result of the fact that it is not being done, we are not giving any consultant work to African Americans. Any. Not any. So, that is all I want to say on it. I think that I am right and I just don't have any clue why we can't set sub goals for all of them. I am not against the other enumerated groups. But, I keep seeing very -- every week that millions of dollars are being bought before this Board in consulting and engineering contracts and on every occasion with few exceptions the African American sub consultant is being excluded. And Mr. President, I am sorry I am not going to -- I am just not going to rest until that is remedied. I am just not going to rest."

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Ms. Williams: "If I may, I think I mentioned last week that when consulting teams are approved by the Architectural and Engineering Awards Commission, that is when the agency is given the permission to move forward and negotiate a contract. The agency presented five teams to the Architectural and Engineering Awards Commission and there were African American firms on every team. There is an African American firm on the team named today. This is an on call contract."

Mayor: "I am sorry, would you say that again? There is --"

Ms. Williams: "There is an African American firm."

Mayor: "And what is the name?"

Ms. Williams: "The name is Vision Engineering and Planning."

Mayor: "Give me one second. Mr. President if I could continue. Did you realize that sir?"

Mr. Jolivet: "I don't believe that. Ms. Williams --."

Mayor: "You don't believe that they are black or you don't believe that they have been hired?"

Mr. Jolivet: "Well I know the firm. I actually know the firm. I am familiar with the firm."

Ms. Williams: "I have their page from the directory."

Mayor: "So you are saying that you don't believe that they have been hired?"

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Mr. Jolivet: "Ms. Williams has shared the evidence that I have seen for the first time, so I would have -- I would like the opportunity to review it. But it was not my knowledge that they were African American."

Ms. Williams: "Vision Engineering and Planning, the principle is Mr. Gilliam. It is an African American firm."

Mr. Jolivet: "Well I would have to take time to review that, because it was not my knowledge and I have been around for 27 years and I have not known this firm to be an African American firm."

Ms. Williams: "And just for the Board's information, this is an on-call contract from the Department of Transportation. There will be three awards, the three companies that you see Sabra Wang, Whitman, McCormick and Taylor will all get contracts and they all have African American participation on their teams."

President: "Thank you. I will entertain a Motion."

Deputy City Solicitor: "MOVE approval of the item."

Comptroller: "Second."

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

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Department of Transportation - Assignment Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of consent to the assignment agreement between EA Engineering, Science and Technology, Inc. (Assignor) and Louis Berger Water Services, Inc. (Assignee), for Project 1161, Construction Management Services.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Department has agreed to the assignment to Louis Berger Water Services, Inc., of all rights, titles, obligations, conditions in the contract for Project 1161, Construction Management by and between the City and the Assignor.

UPON MOTION duly made and seconded, the Board approved and authorized execution of consent to the assignment agreement between EA Engineering, Science and Technology, Inc. and Louis Berger Water Services, Inc., for Project 1161, Construction Management Services. The Comptroller **ABSTAINED**.

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Bureau of Water and Wastewater - Assignment Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of consent to an assignment agreement between EA Engineering, Science, and Technology, Inc. (Assignor) and Louis Berger Water Services, Inc., (Assignee) for Project Nos. 1143E, 1131E, 1133E, 1014, 1046, 1067, 1084, and 1112.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Assignor will assign to Louis Berger Water Services, Inc. (Assignee) with its principal office located at 111 Market Place, Suite 1020, Baltimore, MD 21202, all of its rights, title obligations, conditions and interests in the above-mentioned eight contracts by and between the Assignor and the City.

UPON MOTION duly made and seconded, the Board approved and authorized execution of consent to an assignment agreement between EA Engineering, Science, and Technology, Inc. and Louis Berger Water Services, Inc., for Project Nos. 1143E, 1131E, 1133E, 1014, 1046, 1067, 1084, and 1112. The President **ABSTAINED**. The Comptroller **ABSTAINED**.

MINUTESBureau of Solid Waste - Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with KCI Technologies, Inc., for Project 1157, On-Call Solid Waste Facilities Management Services. The agreement is effective upon Board approval for four years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$3,000,000.00 - various accounts to be assigned on a task by (Upset Limit) task basis

BACKGROUND/EXPLANATION:

The Bureau of Solid Waste has a need for rapid response for Solid Waste Facility Management Services as follows:

- designing landfill cells, leachate collection and remediation, sediment and erosion control, stormwater management, landfill gas collection system and landfill fencing;
- providing environmental monitoring services for Title V landfill and preparing reports to the Maryland Department of the Environment (MDE);
- providing study of waste-to-energy (WTE) ash impacts on the leachate collection/transport system and resolution;
- providing study of airborne ash particle impacts on the environment;
- providing operation and maintenance services to landfill gas collection; leachate pumps/transport and storage systems;
- sampling and analysis of groundwater, surface water, leachate, air, hazardous waste; and other materials, and MDE reporting;

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Bureau of Solid Waste - cont'd

- preparing reports, and interpreting Federal, State, and local regulations; this may include representing the City's interest to various MDE programs;
- oversight of construction projects;
- preparing engineering designs and specifications, bid documents, and cost estimates;
- performing field surveys, preparing property and right-of-way plats, taking aerial photos, preparing photogrammetric topography, performing landfill volume calculations and landfill volume reporting to the MDE; and
- any other task to be assigned by the Bureau of Solid Waste.

Tasks will be assigned as needs are identified. The cost of services rendered will be on a negotiated not-to-exceed price for each task assigned. Fees will be based on actual payroll rates not including overhead and burden times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits.

The Consultant has been approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commission.

MBE/WBE PARTICIPATION:

MBE: Sidhu Associates, Inc.	\$ 60,000.00	2.00%
Findling, Inc.	90,000.00	3.00%
Envirosystems, Inc.	90,000.00	3.00%
Transviron, Inc.	90,000.00	3.00%
EBA Engineering, Inc.	<u>450,000.00</u>	<u>15.00%</u>
	\$780,000.00	26.00%

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Bureau of Solid Waste - cont'd

WBE: Constellation Design Group, Inc.	\$ 90,000.00	3.00%
Bay Associates Environmental, Inc.	60,000.00	2.00%
Carroll Engineering, Inc.	30,000.00	1.00%
Phoenix Engineering, Inc.	30,000.00	1.00%
	<u>\$210,000.00</u>	<u>7.00%</u>

APPROVED FOR FUNDS BY FINANCE

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

(FILE NO. 56533)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with KCI Technologies, Inc., for Project 1157, On-Call Solid Waste Facilities Management Services.

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Bureau of Solid Waste - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with Under Armour, Inc. and Big Belly Solar, Inc.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This MOU will allow Under Armour, Inc. to donate 20 new Big Belly Solar Trash and Recycling Compactors and 20 new Big Belly Solar Recycling Units for the purpose of aiding the City in its trash and litter collection operations and its pedestrian recycling efforts. Under Armour, Inc. will donate the compactors at absolutely no cost or expense to the City.

The Department of Public Works will take full possession of the new units upon delivery to the City. The 20 new Big Belly Solar Trash and Recycling Compactors and 20 new Big Belly Solar Recycling Units will be fully operational upon delivery. Under Armour, Inc will donate the units to the City in "AS IS" condition. Under Armour, Inc. estimates the units donated under this MOU are valued at \$141,357.60.

Under Armour, Inc. will assign and transfer its right, if any, in warranties provided by Big Belly related to the units and Big Belly Solar, Inc. approves of this assignment/transfer. The City acknowledges that Under Armour, Inc. will assign a one-year warranty for parts and service of the units, and such warranty does not cover accidental damage and/or vandalism. Under Armour,

MINUTESBureau of Solid Waste - cont'd

Inc. and Big Belly Solar, Inc. agree to assist the City in obtaining and executing any necessary documents in order to assign and transfer such warranties to the City.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with Under Armour, Inc. and Big Belly Solar, Inc. The President

ABSTAINED.

MINUTES

Bureau of Water - Settlement and Release Agreement
and Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a settlement and release agreement with Carp-Seca Corporation, Inc., for Sanitary Contract No. 839RR, Lower Stony Run Inceptor. The release of funds will be payable within 30 days of Board approval.

AMOUNT OF MONEY AND SOURCE:

\$4,991,800.62 - 9956-901591-9551-900020-702064, Wastewater
Revenue Bonds & Baltimore County
2,178,117.89 - 9956-901591-9551-000000-2000001, Retainage
\$7,169,918.51

BACKGROUND/EXPLANATION:

The Carp-Seca Corporation, Inc. had requested additional compensation and contract time beyond the original contract amount of \$9,096,101.65. Negotiations were entered into between the City and Carp-Seca Corporation, Inc., which resulted in a settlement amount of \$7,169,918.51. This settlement resolves all outstanding issues between the City and Carp-Seca Corporation, Inc., including extra work and money owed for base contract work and release of all retainage.

Baltimore City will release \$7,069,918.51 within 30 days of the Board of Estimates approval and the final \$100,000.00 pursuant to the final one-year warranty period that ends on July 18, 2012.

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Bureau of Water and Wastewater - Transfer of Funds

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$4,790,000.00	9956-903604-9549	
Water Revenue	Constr. Reserve	
Bonds	Stony Run	
210,000.00	" "	
County Appropri-		
ations		
<u>\$5,000,000.00</u>	-----	9956-901591-9551-3
		Engineering

This transfer will provide additional funds to pay the contractor for a settlement that was negotiated by the City's Law Department. The settlement will provide for final payment to Carp-Seca Corporation, Inc. for extra work that was provided in conjunction with S.C. 839RR, Improvements to the Stony Run Inceptor.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the settlement and release agreement with Carp-Seca Corporation, Inc., for Sanitary Contract No. 839RR, Lower Stony Run Inceptor. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter. The President **ABSTAINED**.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- | | | |
|---|-------------|-------------|
| 1. SYTECH CORPORATION | \$30,170.00 | Sole Source |
| Solicitation No. 08000 - Telephone Investigation System
Maintenance Program - Police Department - Req. No. R583187 | | |

The vendor is the only source of maintenance for this system. The period of the award is September 1, 2011 through August 30, 2012.

- | | | |
|--|-------------|-------------|
| 2. AGILENT TECHNOLOGIES | \$26,496.00 | Sole Source |
| Solicitation No. 08000 - GCMS Maintenance Contract - Police
Department - Req. No. R584859 | | |

The vendor is the sole distributor of the proprietary software currently in use in the BCPD Crime Labs. The period of the award is September 28, 2011 through June 30, 2012.

- | | | |
|---|--------------|---------|
| 3. SHAFER, TROXELL
& HOWE, INC. | \$100,000.00 | Renewal |
| Solicitation No. 08000 - Yeoman's Pump Parts - Department of
Public Works, Bureau of Water & Wastewater - P.O. No. P515310 | | |

On November 3, 2010, the Board approved the initial award in the amount of \$20,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$100,000.00 is for the period November 8, 2011 through November 7, 2012, with one 1-year renewal option remaining.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11 (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>
---------------	------------------------	--------------------

Bureau of Purchases

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|---|--------------|---------|
| 4. CITIZENS PHARMACY | \$ 23,900.00 | Renewal |
| Solicitation No. B50001202 - Various Medications - Health Department - P.O. No. P510390 | | |

On October 7, 2009, the Board approved the initial award in the amount of \$20,648.78. The award contained two 1-year renewal options. On September 10, 2010, the Board approved a renewal in the amount of \$36,820.00. This renewal in the amount of \$23,900.00 is for the period October 1, 2011 through September 30, 2012.

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------|---------|
| 5. GONE SWIMMING POOLS, INC. | \$500,000.00 | Renewal |
| Solicitation No. B50000824 - Provide Swimming Pool Maintenance and Repair Services - Department of General Services - P.O. No. P505752 | | |

On December 17, 2008, the Board approved the initial award in the amount of \$771,750.00. On April 13, 2011, the Board approved an increase in the amount of \$500,000.00. This renewal in the amount of \$500,000.00 is for the period December 15, 2011 through December 14, 2013.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

6. SCOTT LEWIS AND ASSOCIATES, P.A.	\$ 35,000.00	Selected Source/ Agreement
Solicitation No. 06000 - Comcast Franchise Fee Review - Department of Finance - Req. No. R585449		

The Board is requested to approve and authorize execution of an agreement with Scott Lewis and Associates, P.A. The period of the agreement is September 28, 2011 through June 30, 2012.

After an Internet search, an RFI B50001957 was issued. It was determined that the recommended vendor is the only practical source for this project. The pricing is fair and reasonable.

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

MWBOO GRANTED A WAIVER.

(FILE NO. 53405A)

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

7. HACH COMPANY	\$ 143,745.03	Sole Source/ Agreement
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Solicitation No. 08000 - Hach On-line Turbidimeter -
Department of Public Works, Bureau of Water and Wastewater -
Req. No. R576005

The Board is requested to approve and authorize execution of an agreement with Hach Company. The period of the agreement is September 28, 2011 through September 27, 2012.

This equipment is specific for items that must be compatible with the existing installed equipment. The vendor is the sole authorized distributor of these items for this area.

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.

(FILE NO. 57210)

8. FERGUSON ENTERPRISES, INC.	\$ 200,000.00	Increase
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Solicitation No. B50001420 - Steel Pipes, Valves and Fittings
- Agencies Various - P.O. No. P513535

On May 19, 2010, the Board approved the initial award in the amount of \$80,000.00. An increase in the amount of \$200,000.00 is necessary to fund the remaining term of the contract making the total award amount \$280,000.00.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|--|----------------|---------|
| 9. MOSAIC CROP NUTRITION,
LLC | \$1,000,000.00 | Renewal |
| Solicitation No. B50001612 - Hydrofluosilicic Acid for Water Filtration Plants City of Baltimore - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P516589 | | |

On November 3, 2010, the Board approved the initial award in the amount of \$1,278,000.00. The award contained three 1-year renewal options. This renewal in the amount of \$1,000,000.00 is for the period November 15, 2011 through November 14, 2012, with two 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|----------|
| 10. SHERWOOD-LOGAN &
ASSOCIATES | \$ 50,000.00 | Increase |
| Solicitation No. 08000 - Flygt Pump Parts - Agencies - Various - P.O. No. P508174 | | |

On May 15, 2009, the Board approved the initial award in the amount of \$24,900.00. Due to an increase in usage, additional funds are needed to meet the City's requirement for these pumps. This increase in the amount of \$50,000.00 will make the total award amount \$74,900.00.

- | | | |
|--|--------------|---------|
| 11. ATD-AMERICAN CO. | \$200,000.00 | Renewal |
| Solicitation No. B50000419 - Police Flex Cuffs - Police & Sheriff's Departments - P.O. No. P504817 | | |

On October 15, 2008, the Board approved the initial award in the amount of \$130,000.00. The award contained two 1-year renewal options. The period of the renewal is October 15, 2011 through October 14, 2012, with one renewal remaining.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|--|----------------|---------|
| 12. CROWN SECURITY SYSTEM, INC. | \$2,000,000.00 | Renewal |
| Solicitation No. B50000642 - Personnel for CCTV Monitoring - Mayor's Office on Criminal Justice - P.O. No. P505173 | | |

On October 29, 2008, the Board approved the initial award in the amount of \$1,739,424.60. The award contained two 3-year renewal options. On August 5, 2011, the City Purchasing Agent approved an increase in the amount of \$50,000.00. The renewal is for the period November 1, 2011 through October 31, 2014.

MWBOO SET GOALS OF 27% MBE AND 0% WBE.

MBE: Stronghold Security, LLC 15.21% \$258,748.90

MWBOO FOUND THE VENDOR IN COMPLIANCE BASED ON A GOOD FAITH EFFORT.

- | | | |
|---|--------------|---------------------------|
| 13. AVOLVE SOFTWARE CORPORATION | \$257,000.00 | Sole Source/
Agreement |
| Solicitation No. 08000 - Software License and Services Agreement - Department of Housing and Community Development - Req. No. R580372 | | |

The Board is requested to approve and authorize execution of an agreement with Avolve Software Corporation. The period of the agreement is effective upon Board approval for one-year with four 1-year renewal options.

This contract will provide integration of ProjectDox software application(s) and associated technical support. The vendor is the proprietary developer and provider of ProjectDox, which is the only electronic plan review solution that is compatible with the current permitting system for the Department of Housing and Community Development known as Accela.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The amount is the Department's estimated requirement, however, the vendor will supply the City's entire requirement, be it more or less.

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.

(FILE NO. 57210)

14. VALMONT INDUSTRIES	\$ 0.00	Extension
Solicitation No. B50000647 - Aluminum Street Lighting Poles and Accessories - Department of Transportation - P.O. No. P516110		

On October 1, 2008, the Board approved the initial award in the amount of \$2,066,068.00. On July 28, 2010, the Board approved an award to an additional vendor in the amount of \$1,000,000.00. Due to delays in the procurement process an extension is necessary to allow time to re-bid this requirement. The period of the extension is September 30, 2011 through January 31, 2012.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- | | | |
|--|--------------|------------|
| 15. PVS CHEMICAL SOLUTIONS, INC. | \$150,000.00 | Term Order |
| Solicitation No. 06000 - Liquid Sodium Bisulfate - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P503910 | | |

On September 3, 2008, the Board approved the initial award in the amount of \$297,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. Due to an administrative error, contract B50000624 - Liquid Sodium Bisulfate expired on September 2, 2011 with a one-year renewal option remaining. The requested term order covers the remainder of what would have been the renewal period under the same terms and conditions as B50000624.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved the foregoing informal awards and increases and Extensions to Contracts. The Board also approved and authorized execution of the agreements with Scott Lewis and Associates, P.A. (item no. 6), Hach Company (item no. 7), and the PVS Chemical Solutions, Inc. (item no. 13). The President **ABSTAINED** on item nos. 3, 7, 9, and 15.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Quick-takes</u>			
1. Anil Kalra	913 N. Castle St.	F/S	\$ 7,000.00
2. Foxwood National, LLC	1117 Rutland Ave.	L/H	\$ 8,400.00

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

(FILE NO. 56017)

MINUTES

Department of General Services - Standard Highway Option

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Standard Highway Option with Radio One of Maryland, Inc. for a portion of 2501 Hawkins Point Road (Block 7001, Lot 2) 1,749.45 sq. ft. more or less, 255 sq. ft. more or less of perpetual easement and 830 sq. ft. more or less of a temporary construction easement. The period of the temporary construction easement is effective upon the date of entry upon the easement area for two years with the option to renew on a month-to-month basis upon the same terms and conditions.

AMOUNT OF MONEY AND SOURCE:

\$17,876.00 - 9950-902416-9506-900020-704040

BACKGROUND/EXPLANATION:

The Mayor and City Council of Baltimore would like to acquire a fee simple, a perpetual easement, and a temporary construction easement of a portion of a property owned by Radio One of Maryland, Inc. located at 2501 Hawkins Point Road. This Standard Highway Option will allow the City, acting through the Department of Transportation, to widen and reconstruct Hawkins Point Road in conjunction with the Department of Transportation Project No. 00073.

The Department of General Services has determined the fair market value of the fee parcel, perpetual and temporary construction easements to be \$17,876.00.

APPROVED FOR FUNDS BY FINANCE

(FILE NO. 57252)

UPON MOTION duly made and seconded, the Board approved and

MINUTES

Department of General Services - cont'd

authorized execution of the Standard Highway Option with Radio One of Maryland, Inc. for a portion of 2501 Hawkins Point Road (Block 7001, Lot 2) 1,749.45 sq. ft. more or less, 255 sq. ft. more or less of perpetual easement and 830 sq. ft. more or less of a temporary construction easement.

MINUTES

Department of General Services - 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 Mr. Joshua A. and Ms. Sharon P. Bord, grantors.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Department of Public Works, Bureau of Water and Wastewater is proposing to make a necessary repair to a storm drain line running through the property owned by Mr. Joshua A. and Ms. Sharon P. Bord, located at 7 Englewood Avenue. This repair is being performed under the Department of Public Works On-Call Maintenance contract.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the right-of-entry agreement with Mr. Joshua A. and Ms. Sharon P. Bord, grantors. The President

ABSTAINED.

MINUTES

Department of General Services - Developer's Agreement No.1244

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1244 with Union Wharf Apartments, LLC, developer.

AMOUNT OF MONEY AND SOURCE:

\$405,193.00

BACKGROUND/EXPLANATION:

The developer would like to install new water service, sanitary sewer, conduit and a promenade to its proposed construction located in the vicinity of 901 and 915 South Wolfe Street. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

A Performance Bond in the amount of \$405,193.00 has been issued to Union Wharf Apartments, LLC which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

(FILE No. 56224)

UPON MOTION duly made and seconded, the Board approved and authorized execution of developer's agreement no. 1244 with Union Wharf Apartments, LLC, developer.

MINUTES

Department of General Services - Temporary Construction Easement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a temporary construction easement with Ms. Emma Lou Ford.

AMOUNT OF MONEY AND SOURCE:

\$16,567.00 - 9956-905641-9551-900020-704001
Fair Market Value

BACKGROUND/EXPLANATION:

The Department of Public Works, Bureau of Water and Wastewater, will temporarily divert three above ground sewer pipes on property owned by Ms. Ford located at 410 Brunswick Street. This temporary construction easement will allow the City's contractor to divert the sewer pipes in conjunction with the Department of Public Works Sanitary Sewer Project No. 875, Southwest Diversion Sewer Rehabilitation Phase III.

MWBOO GRANTED A WAIVER**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized the temporary construction easement with Ms. Emma Lou Ford. The President **ABSTAINED**.

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,
the Board approved the
Extra Work Orders and Transfers of Funds
listed on the following page:

3169

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.

The President **ABSTAINED** on item nos. 1-3.

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 and Wastewater

1. EWO #021, \$256,627.18 - WC 1193, Repaving Utility Cuts at Various Locations

\$ 2,793,512.50	\$ 3,314,721.75	Monumental Paving & Excavating, Inc.	0	100
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2. EWO #021, (\$ 33,508.94) - SC 852R, Denitrification Filters and Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant

\$115,688,000.00	\$ 1,122,065.98	Fru-Con Construction Corporation	0	35
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3. EWO #022, (\$ 37,466.59) - SC 852R, Denitrification Filters and Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant

\$115,688,000.00	\$ 1,090,751.95	Fru-Con Construction Corporation	0	39
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Department of Transportation

4. EWO #004, \$ 20,590.48 - TR 08056 Park Heights & Southeast Baltimore Bike Routes

\$ 376,614.90	\$ 776,848.34	Monumental Paving & Excavating, Inc.	-	-
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5. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 23,000.00	9950-904102-9528	9950-904175-9527-2
Others	Constr. Res. Oliver St. Project	Contingencies Park Heights & SE Baltimore Bike Routes

This transfer will fund costs associated with Change Order #4 on project TR 08056 with Monumental Paving & Excavating, Inc.

MINUTESHealth Department - Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the University of Maryland, Baltimore. The period of the agreement is July 1, 2011 through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$ 37,500.00	- Initial Case Management/150 visits @ \$250.00	
13,750.00	- Individualized Family Plan Service @ \$137.50	
	Annual 100 visits	
<u>75,000.00</u>	- On-going Case Management	@ \$ 75.00
\$126,250.00	1,000 visits	

Account: 4000-428211-3080-294392-600000

BACKGROUND/EXPLANATION:

The University of Maryland, Baltimore will provide health-related early intervention/case management services for eligible patients referred by the Baltimore Infants and Toddler Program. The University of Maryland, Baltimore will be reimbursed accordingly.

The agreement is late because required revisions to the agreement delayed processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of an agreement with the University of Maryland, Baltimore.

MINUTESHealth Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2011 through June 30, 2012, unless otherwise indicated.

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM

- | | | | |
|----|--|-----------|-------------|
| 1. | PROJECT GARRISON INC./ADMINISTRATIVE OFFICE | \$ | 0.00 |
| 2. | PROJECT GARRISON INC./ADMINISTRATIVE OFFICE | \$ | 0.00 |
| 3. | BON SECOURS BALTIMORE HEALTH CORPORATION/
FAMILY SUPPORT CENTER | \$ | 0.00 |
| 4. | BON SECOURS OF MARYLAND FOUNDATION, INC. | \$ | 0.00 |

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

The agreements are late because the Department was waiting on the providers' signatures.

- | | | |
|----|--|--------------------|
| 5. | MARYLAND FOSTER YOUTH RESOURCE CENTER, INC. | \$21,000.00 |
|----|--|--------------------|

Account: 4000-494412-3080-295900-603051

The organization will assist with the implementation of the Baltimore City Teen Pregnancy Prevention Initiative: Out of Home Youth Project.

The agreement is late because it was just completed.

MINUTES

Health Dept. - cont'd

6. **CENTRO DE LA COMUNIDAD, INC.** **\$ 3,750.00**

Account: 4000-424212-3030-513214-603051

Centro De La Comunidad, Inc. will provide space to conduct HIV/AIDS prevention and health education services to the Hispanic/Latino Community. The agreement provides funds to reimburse the HIV/AIDS Health Educator for refreshments and incentives used during group sessions and activities. A Prevention Specialist will utilize space to conduct confidential bilingual HIV pre/post counseling and testing. The period of the agreement is July 1, 2011 through December 31, 2011.

The agreement is late because the request was received late in July.

7. **AIDS ACTION BALTIMORE, INC.** **\$ 12,500.00**

Account: 4000-418712-3030-274400-603051

The organization will provide a one-day retreat to raise awareness to prevent new HIV/AIDS infections among men who have sex with men in Baltimore City. Services will also include, assisting participants in making the connection between past oppression and current behaviors and to better prepare them to participate and engage in other health programs. The period of the agreement is July 1, 2011 through December 31, 2011.

The agreement is late because it was just completed.

MINUTES

Health Dept. - cont'd

RETIRED AND SENIOR VOLUNTEER PROGRAM (RSVP)

8. **PRESERVATION MANAGEMENT, INC./WATERS** **\$ 0.00**
TOWERS APARTMENTS

The organization will serve as a volunteer station for the RSVP. The RSVP has been funded since 1982 by the federal government. The Baltimore City Health Department was awarded a grant from the Corporation of National and Community Services to pay administrative staff to arrange volunteer work for persons 55 years of age and over. The period of the agreement is July 1, 2011 through June 30, 2012.

The agreement is late because it was just finalized.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED (EXCEPT FOR ITEM NOS. 1-4 AND 8) AND HAD NO OBJECTION.

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

MINUTES

Health Department - Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of notification of a grant award (NGA) from the Corporation for National and Community Service. The period of the grant award is July 1, 2011 through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$308,366.00 - 4000-423512-3110-306500-404001

BACKGROUND/EXPLANATION:

Through a grant from the Corporation for National and Community Services, the Department sponsors the Senior Companion Program. The grant pays for 100% of the cost of Senior Companions to volunteer to assist special needs clients who have difficulty with the simple tasks of day-to-day living. The volunteers assist with shopping and light chores.

The grant award is late because the NGA was just received.

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 notification of the grant award from the Corporation for National and Community Service.

MINUTES

Health Department - Employee Expense Report

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense report for Ms. Angela Boyd for the month of June 2011.

AMOUNT OF MONEY AND SOURCE:

\$108.12 - 1001-000000-3100-295900-603002

BACKGROUND/EXPLANATION:

The Administrative Manual, in Section 240-11, states that Employee Expense Reports that are submitted more than 40 work days after the last calendar day of the month in which the expenses were incurred require Board of Estimates approval.

The request is late because of the employee submitted the expense report with the wrong Employee ID number.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expense report for Ms. Angela Boyd for the month of June 2011.

MINUTESHealth Department - Notification of Grant Award**ACTION REQUESTED OF B/E:**

The Board is requested to: 1.) approve acceptance of a notification of grant award from the United States Department of Health and Human Services, Health Resources and Services Administration and, 2.) approve an advance of funds to the Associated Black Charities, Inc. (ABC). The period of the grant award is March 1, 2011 through February 29, 2012.

AMOUNT OF MONEY AND SOURCE:

1.	\$12,078,562.00	-	4000-427711-3023-606100-404001
	<u>1,106,765.00</u>	-	4000-498711-3023-274400-404001
	\$13,185,327.00		

2. **\$ 3,296,322.00** - 4000-427711-3023-273302-603051 (Advance-ABC)

BACKGROUND/EXPLANATION:

On April 6, 2011, the Board approved acceptance of the original notification of grant award in the amount of \$7,912,057.00. This award is for the remaining \$13,185,327.00 for the total award of \$21,097,384.00. The advance of funds to the Associated Black Charities, Inc. is included in this award.

This grant award is from the HIV Emergency Relief Project Grants award (Part A formula, Part A Supplemental, and Part A Minority AIDS Initiative). This grant award will allow the Department to provide funds for essential HIV/AIDS health care and other support services to those who lack or are only partially covered by health insurance. Covered Services include primary medical care, case management assisting in obtaining medications, hospice care, substance abuse treatment, mental health services, and limited supported services for housing, transportation, food legal assistance, childcare, outreach services, and other supportive services to persons infected by HIV/AIDS.

The advance to the Associated Black Charities, Inc. will allow the Department to provide funding for the continuity of services while scopes of service and budgets are being reviewed and

MINUTES

Health Department - cont'd

approved for the current program year. The grant agreement with the Associated Black Charities, Inc. will be submitted to the Board at a later date.

APPROVED FOR FUNDS BY FINANCE.

AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD. AUDITS REVIEWED AND HAD NO OBJECTION TO THE ADVANCE OF FUNDS.

UPON MOTION duly made and seconded, the Board approved: 1.) acceptance of a notification of grant award from the United States Department of Health and Human Services, Health Resources and Services Administration and, 2.) an advance of funds to the Associated Black Charities, Inc. The Comptroller **ABSTAINED**.

MINUTESDepartment of Recreation and Parks - Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with GWWO, Inc. for Project No. 1164, On-Call Architectural Services. The period of the agreement is 36 months from the notice to proceed or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$1,500,000.00 - account to be determined with each individual (Upset Limit) Project.

BACKGROUND/EXPLANATION:

The GWWO, Inc. will provide architectural design services for the renovation and improvement of various City Park and Recreation Facilities.

MBE/WBE PARTICIPATION:

MBE:	Sidhu Associates, Inc.	0-24%
	Faisant Associates, Inc.	0-24%
	(in the aggregate)	<u>24.00%</u>
WBE:	Mahan Rykiel Associates, Inc.	0-10%
	Site Resources	0-10%
	The Robert B. Balter Co., Inc.	0-10%
	(in the aggregate)	<u>10.00%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with GWWO, Inc. for Project No. 1164, On-Call Architectural Services.

MINUTES

Bureau of Budget and Management Research - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with the Maryland Stadium Authority.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00

BACKGROUND/EXPLANATION:

This MOU will allow the City and The Maryland Stadium Authority to jointly fund a study to examine the economic feasibility of a proposed plan to build an 18,500 seat arena, a new 500 room hotel, along with renovation and expansion of the east wing of the Baltimore Convention Center.

The Maryland Stadium Authority agrees to contribute \$100,000.00 to the cost of the study and the City will contribute \$50,000.00. The City's portion will be billed directly to Visit Baltimore for payment.

APPROVED FOR FUNDS BY FINANCE.

(FILE NO. 54990)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with the Maryland Stadium Authority. The Mayor **ABSTAINED**.

MINUTES

Bureau of the Budget and - Consultant Agreement
Management Research

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a consultant agreement with Public Financial Management, Inc., for B50001921, Ten-Year Financial Plan. The agreement is effective upon Board approval for nine months, with the City's option to renew for two years.

AMOUNT OF MONEY AND SOURCE:

\$460,942.00 - 1001-000000-1220-146500-603026

BACKGROUND/EXPLANATION:

The Consultant will provide professional services for the development of a Ten-Year Financial Plan for the City of Baltimore.

The purpose of the Ten-Year Plan is to chart a course for the City to maintain core public services, make its tax structure more competitive, and ensure fiscal sustainability over the coming decade. The Plan will look at multiple economic scenarios, project expenditures and revenues, and comprehensively examine options for achieving balanced budgets while reducing the property tax rate, making needed capital investments, and delivering results to citizens. The Plan will include actuarial analysis of alternatives for managing costs in the City's health plans and Employees' Retirement System. The Plan will be informed by extensive stakeholders input. A final report is expected nine months from the date of contract award, with interim deliverables during the project period.

MBE/WBE PARTICIPATION:

MBE:	Walker Benefit Services, Inc.	\$15,400.00	3.34%
	Sage Policy Group, Inc.	34,000.00	7.38%
		<u>\$49,400.00</u>	<u>10.72%</u>

MINUTES

Bureau of the Budget and - cont'd
Management Research

WBE: Advanced Benefit Solutions, Inc. \$23,050.00 5.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE.

(FILE NO. 57253)

President: "Madam Mayor."

Mayor: "Yes Mr. President, before we close. Today on the -- today the Board approved an agreement with the Public Financial Management, Inc. (PFM) to develop the City's Ten-Year Financial Plan. I called for this plan in my State of the City Address earlier this year. The plan will help us create a clear long-term -- will help us create clear long-term budget priorities, improve cost effective delivery of core City services as well as help us establish a pro jobs and pro growth tax structure for Baltimore's future, including a path toward lower property taxes. PFM will perform a comprehensive examination of the City's options for balancing it's budget long-term as well delivering core services to our citizens effectively. The plan will include actuary analysis of the alternatives for managing the costs of employee benefits. Across the country the great recession has exposed physical vulnerabilities at all levels of government and ushered in a new reality that some have called

MINUTES

the new normal. In fact yesterday, the National League of City's released a report stating that for the fifth consecutive year, cities across the country are facing declining revenues. The persistent unemployment has caused income tax revenues to drop and property tax revenues to remain stagnant. As a result, nearly a third of American cities have laid off employees and have cancelled or delayed much needed infrastructure projects and many have raised taxes as well as fees. As I stated in my - - as I said in my State of the City Address in Baltimore these are some of the numbers that must be addressed. The City will spend \$270,000,000.00 this year on employee and retiree health benefits costs. The cost has grown more than 85% since the year 2000. This includes over \$80,000,000.00 in Annual Prescription Drug Costs that is \$80,000,000.00 spent on pills alone. Employee Health Care Costs continue to grow even as our workforce gets smaller. In addition, the City contributed a record \$175,000,000.00 worth of pension fund this year. That's triple the cost since 2003. Taken together, we spend more on these employee benefits than we do on our entire Police Department. We spend more on employee health benefits and pension benefits than we do on our entire Police Department. If we bury our head in the sand, and fail to deal with this fact, public safety will suffer. Our economy will suffer and Baltimore

MINUTES

will fall backwards, and I am determined that that will not happen. The Ten Year Plan will likely call for tough choices as benefits changes -- such as benefits changes to City employees and retirees including some we have already begun to implement. The plan could also include difficult consolidations of some of our City services. These choices cannot be ignored and all options must be considered together as a City and as a community. We will answer these fundamental questions. How do we keep core City services like public safety, public schools and sanitation fully funded? What programs can we live without? What can we afford to spend on benefits for employees compared to what we spend on direct services to our citizens? And how do we reduce our reliance on property tax revenue? As we have done with challenges in the past, we will answer these questions with honesty and straight talk. And I look forward to working with PFM on this Ten Year Plan. Thank you."

President: "Thank you Madam Mayor."

* * * * *

MINUTES

Office of the President - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Professional Development and Training Center, Inc. d/b/a The Citizenship Law Related Education Program. The period of the agreement is effective upon Board approval through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$12,400.00 - 1001-000000-1000-104800-601009

BACKGROUND/EXPLANATION:

The organization will provide professional services for the Baltimore City Council Youth Page Program for Baltimore City Youth. The organization will use these funds to recruit, train, and provide stipends for the selected candidates and on-going support for the City Council Page Program. High school students will go through a screening process where they are interviewed and selected based on their interest in City Government and the legislative process.

The Professional Development and Training Center, Inc. will manage the recruiting and training of students, the training of participating City Council staff, and other necessary program elements. The Office of the President will promote and support the program while inviting four high school students to participate in the Program. The overall structure of the program will remain the same from previous years. The students will be linked with a single advisor, who will act as the student's primary supervisor and mentor. Program participants will be given the opportunity to learn about City government and interact with significant public officials. Baltimore City youth will have a chance to strengthen their self confidence,

MINUTESOffice of the President - cont'd

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

APPROVED FOR FUNDS BY FINANCE

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

MINUTES**TRAVEL REQUESTS**Police Department Development

	<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1.	Mark H. Grimes	118 th Annual Int'l Assoc. of Chiefs of Police Conf. Chicago, IL Oct. 21 - 27, 2011 (Reg. Fee \$275.00)	Asset Forfeit- ure	\$2,104.40
2.	Fredrick H. Bealefeld, III	118 th Annual Int'l Assoc. of Chiefs of Police Conf. Chicago, IL Oct. 21 - 26, 2011 (Reg. Fee \$275.00)	Asset Forfeit- ure	\$2,162.45

The subsistence rate for this location is \$244.00 per day. The Hotel rate is \$239.00 per night not including occupancy taxes in the amount of \$36.81 per night. The Department is requesting an additional \$35.00 per day to cover the cost of meals and incidental expenses.

Department of Public Works

3.	Samuel Atolaiye Paul Burgee Maryann Tana	2011 CMAA Nat'l Conference Washington, DC Nov. 6 - 8, 2011 (Reg. Fee \$985.00) ea.	Water Wastewater Funding	\$3,599.50
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Department of Transportation

4.	Frank Murphy John Habicht William Fair Clarence Swann	University of Wisconsin - Madison College of Engineering, Managing Snow & Ice Control Operations Allentown, PA Oct. 2 - 4, 2011 (Reg. Fee \$895.00) ea.	MVR - Snow Fund	\$4,660.00
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MINUTES

TRAVEL REQUESTS

	<u>Name</u>	<u>To Attend</u>	<u>Source</u>	<u>Amount</u>
<u>Department of Transportation - cont'd</u>				
5.	Joseph Feuka, Jr.	2011 National Urban Freight Conference Long Beach, CA October 11 - 15, 2011 (Reg. Fee \$350.00)	UPWP	\$1,502.00
<u>Fire Department</u>				
6.	<u>Anne Arundel Co.</u> Josh Bramble Eric Rung Andrew Liebno Vincent Nicholas Nathan McKinzie David Kernan Scott Baker	Structural Collapse Technician Course Virginia Task Force 2 VA Beach, VA October 7 - 15, 2011 (Reg. Fee \$1,675.00) ea.	USAR Task Force	\$62,370.00
<u>BCFD</u>				
Thomas Bower Brian Britcher Jerami Bennett Vernon Tudor Norman Rogers Andrew Vernon Anthony Oliver				
<u>Howard Co.</u>				
Dan Dushanko Lisa Smeltzer John Zour Joseph Knecht Mark Plumer Robert Williams Dain Yakich Joshua Zulick				

The attendees' travel expenses will be paid for by the Urban Search and Rescue Task Force.

MINUTES**TRAVEL REQUESTS**

	<u>Name</u>	<u>To Attend</u>	<u>Source</u>	<u>Amount</u>
	<u>Mayor's Office of Employment Development</u>			
7.	Ernest F. Dorsey	Young Men of Color in Focus Houston, TX October 16 - 18, 2011 (Reg. Fee \$125.00)	WIA	\$ 885.80

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

MINUTES

Department of Housing and - Memorandum of Understanding
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with The Coalition to End Childhood Lead Poisoning, Inc. (Coalition). The period of the memorandum of understanding is effective upon Board approval through September 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$47,700.00 - 5000-585110-5750-648702-603018

BACKGROUND/EXPLANATION:

Under the MOU, the City and The Coalition to End Childhood Lead Poisoning, Inc. will hire a Joint Intervention Coordinator that will coordinate Green and Healthy Homes™ services for low-income households in Baltimore. The MOU also authorizes the transfer of up to \$47,700.00 in training and technical assistance dollars from the stimulus-funded Weatherization Assistance Program (WAP) to the Coalition to support this new position. The Coalition will match WAP dollars with \$49,500.00 in Coalition funding for the position.

The MOU authorizes the WAP to jointly hire the position with the Coalition and authorizes the WAP to fund the position through the end of the stimulus-funded weatherization assistance program on March 31, 2012 in accordance with the terms of this MOU. The Coalition will fund the position with their own grant funding after March 31, 2012 and conclude no sooner than September 30, 2012. The Maryland Department of Housing and Community Development (MDHCD) has given approval for WAP to allocate up to \$47,700.00 in funding to the Coalition for this position.

The Joint Intervention Coordinator will be a Coalition employee but receive joint supervision between the City and the Coalition. The City will reimburse the Coalition on a monthly basis for all expenses the position incurs through March 31, 2012, up to a maximum of \$47,700.00. The position will report

MINUTES

DHCD - cont'd

jointly to the Coalition's Director of Program Services and the City Department of Housing and Community Development's (DHCD) LIGHT Projects Coordinator. The Coalition's Executive Director and DHCD's Assistant Commissioner for Green, Healthy, and Sustainable Homes will provide additional oversight and management. The Joint Intervention Coordinator will play a crucial role in sequencing services between agencies and with clients, as well as tracking and evaluating the outcome of services.

Baltimore City is a national leader in the Green and Healthy Homes Initiative, a national movement to address housing needs in economically challenged communities more efficiently, cost-effectively, and holistically. On May 20, 2011, the Mayor signed the Green and Healthy Homes Initiative Compact for the City. The compact commits the City to provide comprehensive energy-efficiency, and health and safety upgrades in 450 homes over the next two years. These 450 units are completed through coordinating services across multiple City, non-profit, and private agencies to meet the multifaceted housing, health, and economic needs of the families being served.

APPROVED FOR FUNDS BY FINANCE

(FILE NO. 57087)

UPON MOTION duly made and seconded, the Board approved and authorized execution of a memorandum of understanding with The Coalition to End Childhood Lead Poisoning, Inc.

MINUTES

Department of Housing and - Local Government Resolution
Community Development

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

The below listed organization is applying to the State of Maryland's Community Investment Tax Credit Program (CITCP). A local government resolution of support is required by the State for all applications to this program for funding.

<u>Organization</u>	<u>Amount</u>
1. BALTIMORE MONTESSORI PUBLIC CHARTER SCHOOL	\$50,000.00 (CITCP)

The Baltimore Montessori Public Charter School proposes the rehabilitation of vacant school no. 32 for use as Greenmount West Community Center and Baltimore Montessori Public Charter Middle School Project at 1634 Guilford Avenue, Baltimore, MD 21202. The project will revitalize the Greenmount West neighborhood by addressing pressing human needs and make a major contribution to the revitalization and reinvestment of the neighborhood through the rehabilitation of the historic, vacant former school no. 32 for use as a Community Center on the ground floor and a public Montessori Middle School on the top two floors.

Local residents have been seeking a location for a Community Center, which will help build the community, provide resources and housing assistance to those in the neighborhood and those looking to move into the neighborhood. It will provide a place where training programs or GED classes can be offered, which are greatly needed by residents to enable them to join the job market. In addition, there is little access to recreational space. The New Greenmount West Community Association and the Baltimore Montessori Public Charter School have negotiated

MINUTES

DHCD - cont'd

an exciting partnership to create a Community School with shared access to parts of the adjacent building, such as the auditorium for community performances, the gym for basketball leagues, or the cafeteria for community functions.

The mission of the Baltimore Montessori Public Charter School is to build a diverse and respectful community of joyfully engaged learners by providing a holistic Montessori environment that supports individual fulfillment, compassion, self-discipline, life-long learning and a deep awareness of responsibility to contribute meaningfully to the world. Now in the third year of operation, the Baltimore Montessori's current pre-K and elementary program serves 270 students and has 800 children on the waiting list.

(FILE NO. 57061)

UPON MOTION duly made and seconded, the Board approved and adopted the local government resolution.

MINUTES

Department of Housing and - Land Disposition and
Community Development Acquisition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the land disposition and acquisition agreement with Montego Bay Properties, LLC, Kona Properties, and Land Research Associates, LLC, (collectively the developer), for the exchange of fourteen properties between the developers and the City. The Board is requested to accept the developers properties SUBJECT to any municipal liens.

<u>OWNER(S)</u>	<u>PROPERTY</u>	<u>TOTAL MUNICIPAL LIENS</u>
Montego Bay Properties, LLC	2429 E. Eager St.	\$ 166.86
Land Research Associates, LLC	3407 Brentwood Ave.	\$ 159.00
Montego Bay Properties, LLC	430 E. 20th St.	\$ 965.20
Montego Bay Properties, LLC	327 S. Smallwood St	\$413.42
Land Research Associates, LLC	1415 W 26th St.	\$ 2,839.34
Land Research Associates, LLC	801 N. Bradford St.	\$17,583.32
Kona Properties, LLC	813 N. Bradford St.	\$ 482.20
Kona Properties, LLC	1822 N. Durham St.	\$ 71.40
Land Research Associates, LLC	2509 Emerson St.	\$ 641.33
Montego Bay Properties, LLC	2513 Emerson St.	\$ 675.14
Kona Properties, LLC	2515 Emerson St.	\$ 618.40

MINUTES

DHCD - cont'd

<u>OWNER(S)</u>	<u>PROPERTY</u>		
Land Research Associates, LLC	2516 Emerson St.	\$	201.40
Kona Properties, LLC	2518 Emerson St.	\$	201.40
Kona Properties, LLC	2528 Emerson St.	\$	71.40

In exchange for:

M&CC	2028 E. Fayette St.
M&CC	2034 E. Fayette St.
M&CC	2050 E. Fayette St.
M&CC	2014 Orleans St.
M&CC	2029 Orleans St.
M&CC	2031 Orleans St.
M&CC	2033 Orleans St.
M&CC	2130 Orleans St.
M&CC	218 N. Duncan St.
M&CC	509 N. Montford St.
M&CC	1415 Ashland Ave.
M&CC	1417 Ashland Ave.
M&CC	435 Montford Ave.
M&CC	817 Caroline St.

WITHDRAWN

MINUTES

DHCD - cont'd

AMOUNT OF MONEY AND SOURCE:

The City agrees to pay for all title work and associated settlement costs, related to the properties the City is acquiring, not to exceed \$8,400.00.

Account: 9910-9588-908087-900000-704044

BACKGROUND/EXPLANATION:

The DHCD's Land Resources Division strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

Mr. John Reiff, authorized agent for Montego Bay Properties, LLC, Kona Properties and Land Research Associates, LLC, received notice of the City's intent to acquire or demolish the properties owned by the developers. Because the corporations intended to rehab these properties, a "swap" of these properties was proposed for comparable City owned properties that are located in the Vacants to Value clusters in which the Developer has already invested. The Developer will deliver good and marketable title and as a condition of the exchange has agreed to rehab the properties it is receiving within 12 months from the date of settlement.

With the approval of the Land Disposition and Acquisition Agreement, the City will receive clear and marketable title to the fourteen Developer properties, subject to any municipal liens, in exchange for fourteen comparable City properties. The liens total approximately \$25,055.27.

Approval of this exchange will allow the City to more expeditiously demolish the hazardous structures and take title to the additional properties that are needed for other redevelopment projects. The property exchange is less costly than acquiring the properties through tax sale foreclosure or eminent domain. This action will further the City's effort to eliminate blight and protect the health and safety of its citizens.

MINUTES

DHCD - cont'd

**STATEMENT OF PURPOSE AND RATIONALE FOR TRANSFER OF PROPERTY BY
MEANS OF COMPARABLE EXCHANGE:**

The rationale behind the exchange of properties was to ensure that properties owned by the Developer that fell into priority project areas could be acquired by the City in a manner less costly than tax sale foreclosure or condemnation. The properties that are being conveyed as a comparable exchange to the Developer will facilitate redevelopment in an area better suited and poised for rehabilitation.

APPROVED FOR FUNDS BY FINANCE

This item was **WITHDRAWN**.

MINUTES

Department of Housing and - Grant Agreements
Community Development

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

1. **PARKS AND PEOPLE FOUNDATION, INC.** **\$22,000.00**

Account: 2089-208912-5930-427838-603051

The purpose of this agreement is to provide Community Development Block Grant funding to subsidize the transportation costs of the SuperKids Camp 2011. The SuperKids Camp 2011 served low performing, low-income, second grade students by offering a six-week reading enrichment program designed to help students enrolled in the Baltimore City Public School System improve or maintain their reading skills during the summer. The agreement is for the period July 1, 2011 through August 5, 2011.

FOR THE FY 2011, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$12,000.00, AS FOLLOWS:

MBE: \$1,800.00

WBE: \$1,200.00

2. **NEWBORN HOLISTIC MINISTRIES, INC.** **\$41,170.00**

Accounts: 2089-208911-5930-429826-603051 \$ 1,745.00
 2089-208912-5930-429826-603051 \$39,425.00

The organization operates a six-month residential transitional recovery facility known as Martha's Place located at 1928 Pennsylvania Avenue and also provides permanent housing to program graduates. The organization will actively guide 20 women in their complete recovery

MINUTES

DHCD - cont'd

from drug addiction. The objective is to fully rehabilitate residents and prepare them for independent substance free living. The services are provided predominantly to residents of the Upton and Sandtown Winchester communities. The agreement is for the period July 1, 2011 through June 30, 2012.

FOR THE FY 2011, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$7,000.00, AS FOLLOWS:

MBE: \$1,050.00

WBE: \$ 700.00

On June 22, 2011, 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 2011 Annual Action Plan for the following formula programs:

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

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2011 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned grant agreements. The Mayor **ABSTAINED** on item no. 1.

MINUTES

Department of Housing and - Supplemental and
Community Development Amendatory Agreement No. 1

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the supplemental and amendatory agreement no. 1 to the Community Development Block Grant Recovery Agreement (CDBG-R) with the City of Baltimore Development Corporation. The amendment extends the agreement through December 31, 2011.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On August 10, 2011, the Board approved the original agreement. The City agreed to provide CDBG-R American Recovery and Reinvestment Act funds to support the Commercial Façade Improvement Grant (FIG) Program. The FIG program uses funds for architectural services in support of FIG's awarded to businesses within six designated commercial districts in low and moderate income areas of the City. The Baltimore Development Corporation is requesting a no-cost time extension to complete the facades. All other terms and conditions of the agreement will remain unchanged.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

(The amendment no. 1 to agreement has been approved by the Law Department as to form and legal sufficiency.)

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:

3201 - 3211

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSDepartment of General Services

1.	GS 11814, 103 W. Lexington Street-Restoration	P & J Contracting Co., Inc.	\$	343,800.00
	MBE:	American Contractors of Baltimore, Inc.	\$78,750.00	22.90%
		RBJ Contracting Co., Inc.	20,000.00	5.82%
			\$98,750.00	28.72%
	WBE:	Cleo Enterprises, Inc.	\$35,000.00	10.18%

A LETTER OF PROTEST HAS BEEN RECEIVED FROM BOB ANDREWS CONSTRUCTION, INC.

President: "The second item on the non routine agenda can be found on Page 68 #1, GS 11814, 103 W. Lexington Street Restoration. Will the parties please come forward?"

Ms. Williams: "Once again, Shirley Williams, with the Minority and Women's Business Opportunity Office. The MBE goal for this contract was 27%. The WBE goal was 10%. The low bidder, Bob Andrews Construction had 3% MBE, 24% WBE and did not request a waiver. Now I think the concern is a misunderstanding about the word overall. But, if you look in the document wherever overall is used it applies to the MBE. The overall MBE goal is 27%. The WBE goal which is always listed separately is 10%. We don't list them combined because we don't count them combined. They are separate goals."

President: "Okay."

MINUTES

Mr. Andrews: "Good morning Mayor and Board members. Bob Andrews, Andrews Construction. A little history; a family owned company, five employees. We have been in business 17 years, worked for the State, the counties and had an opportunity to bid this job that we are talking about. The -- my son is going to explain what we found, but the -- one thing that I wanted to make note to the Mayor and the Board members was, this is something that possibly you want to spend some time and energy looking at because there is being a lot of money being wasted because bids are not being put into correctly as far as MBE percentages are concerned and low bids are being thrown out and this is an example of one. Our bid is \$100,000.00 less than other bids and we did everything humanly possible to meet the goal and could have met the goal very easily. It was no problem. We called the MBE Department. We asked them to review our paperwork that we submitted. They can't obviously, you can't review the numbers, but we went over our bid before we sent our package in. We sent our package in. We tried to do everything we could to meet the goal and we were under the assumption that we met the goals. So, at this point I am going to let my son go through a couple of things with you. Thank you."

"Okay. Obviously worth --."

MINUTES

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

Mr. Andrews: "My name is Mike Andrews, Andrews Construction. Obviously where the confusion is for us is the word overall. Okay, so all the prior contracts that we have done in the past with the State and we haven't done any with the City, you will find in the rear of the packet that I gave you which shows the overall certified minority business. Now, a WBE is an MBE and you know that can be documented right here in your Sub Article 28, Page 64, Page 66 MBE means a Business Enterprise Minority group members means a member of a minority group such as African Americans, it goes on it says such as, it does not say only. Okay. Right here, it says certified business enterprise means a minority or women's business enterprise. So that it means it can be an MBE is an African American, an Asian, a Woman. So when we read this, when we read this paperwork, the bid document, the overall MBE goal we believe is 27% and I have documentation in here from -- I had a lawyer review it and his letter is in here stipulating his -- it says 'I have reviewed the bidder information --'

Deputy Solicitor: "Can you state who the lawyer?"

Mr. Andrews: "I am sorry. Richard E. Latansy, Moore Carney, Ryan and Latansky LLC. 'I have reviewed the bidder information

MINUTES

from contract no. 6511814 and find the overall goal information very misleading. It states the overall MBE goal is 27%. The MBE is defined as Minority and Women's Business program, Minority Business Enterprise. The WBE appears to me to be part of the MBE. If the language was the overall WBE goal is 10%, then I would agree that 37% would be the correct answer. I hope the City Board of Estimates will see this reasoning."

Mr. Bob Andrews: "Can you pull up that email I would also like to say something. At nowhere in the document does it state the overall total 100% goal is 37%. It would be so easy to write this in language that people can understand it. This is what is happening. Contractors like ourselves we are not we don't deal in legal terms a lot, and the way this is written it is really ambiguous. It doesn't say, the total goal is 37%. It says the goal is 27% plus 10%, and what we did is as I said, we called the MBE office for the City and we asked have we prepared everything correctly? And they said do you have 27% MBE participation and what was the girl's lady's name?"

Mr. Michael Andrews: "Cindy Pattison."

Mr. Bob Andrews: "We reviewed this with Cindy Pattison over the phone."

Ms. Williams: "If I could point out Ms. Pattison is not with the MBE office, she is with the Department of General Services."

MINUTES

Mr. Bob Andrews: "Okay my fault."

Ms. Williams: "And when she asked if you had 27% MBE that had nothing to do with the 10% WBE. The definition of Women's Business Enterprise is in the law and when you read the definition of minority business enterprise that definition specifies racial groups. The State is different, because the State certifies white female firms as minority businesses. We do not, and that is clear when you read the documents."

Mr. Bob Andrews: "And that is what I am trying to explain to the Board. You have the State doing one thing, the county is doing the same thing that the State is doing and the City is off on it's own little tangent. If they would all come into the same line and be doing things together the contract - it would be easier for the contractor to understand the language of the bid proposals and prepare things correctly. We could have easily met the 37%, that wasn't an issue. The issue is we thought we were doing everything the way it said, and we ran into this before, and I know the City has run into it before, and why it is not corrected with language. And I like my son we went to an English Professor at Essex Community College and asked her to review this."

Mayor: "It is not an English issue. It is a business issue and it is a business terminology."

MINUTES

Mr. Bob Andrews: "I understand that I asked her to review this."

Mayor: "It is a business terminology issue so it could have been in Webster's Dictionary and it is not going to give you the answer that you need in order to be uh --."

Deputy City Solicitor: "Compliant".

Mayor: "Compliant with our MBE/WBE goals. It is very clear that there is a misunderstanding. You attempted to have it resolved. You didn't talk to the MBE/WBE issue. I mean it was an MBE/WBE issue and instead of talking to that office directly you called General Services, they gave you an answer that was not in --- that was no complete, right."

Ms. Williams: "Exactly."

Mayor: "Because you didn't ask about WBE and you went off of that information. It is clear a misunderstanding. It is an unfortunate misunderstanding because you are a local company. Correct?"

Mr. Bob Andrews: "Yes."

Mayor: "And we certainly, I certainly and my administration look to do business with local companies, but I also look to do business in a way that is compliant with our laws, and we certainly have people in the MBE/WBE that are available, and willing and want to help local businesses meet the requirements."

MINUTES

We don't just sign on to the State's regulations because our WBE and MBE goals aren't determined by the State. They are to address issues that we have in Baltimore City. Issues that we have studied. So we are not going to go on line to what Baltimore County does or any other county. We have tailored laws specifically to meet the needs of the business community and the climate and that climate historically in Baltimore City."

Comptroller: "I have a question."

Mr. Bob Andrews: "Ms. Mayor, I agree with everything that you are saying, but the point that I am trying to make to the Board and to yourself about this whole thing is, the way the thing is written is vague. It would be very easy to somewhere put 37% overall goal that has to be reached. It does not say anywhere on the document 37%. How hard would it be to put 37%?"

Mayor: "The fact that you don't understand it does not make it vague."

Deputy City Solicitor: "Mr. Andrews --."

Comptroller: "I have a question."

Deputy Solicitor: "Do you understand that there are two separate definitions in the Law, one is for MBE's and one is for WBE's?"

President: "MBE's and one for WBE's."

Comptroller: "Now you do."

MINUTES

Mr. Bob Andrews: "Excuse me, I am sorry."

Deputy City Solicitor: "Do you understand that?"

Mr. Bob Andrews: "I understand that now. But when reading that document it didn't appear, I didn't perceive that when reading that document."

Deputy City Solicitor: "The reason why I asked is because you had a copy of the statute and you read the MBE definition but you didn't read the WBE definition."

Comptroller: "And I have a question. You said you could have very easily obtained those goals. Why didn't you?"

Mr. Bob Andrews: "Because."

Mr. Michael Andrews: "I believe we did."

Mr. Bob Andrews: "Because ---."

Comptroller: "Because you said you could have obtained 37% so, I mean why not do 37%. Why did you just stop at the 27%?"

Mr. Bob Andrews: "Because we were just trying to adhere to the what the contract said, the document said. We were trying to reach the 27% of which 10% of that was women. As I said, if you look at that document and you read that as a lay person and you can't see that somewhere that should say 37% total which would eliminate everything. That language would make everything clear to everyone. So any way that -- Michael."

MINUTES

Mr. Micheal Andrews: "The only other thing that I would like to add is that I guess your definition -- our definition is a women owned company is an MBE."

Deputy City Solicitor: "Right."

Mr. Michael Andrews: "And according to your --."

Ms. Williams: "But that is not the definition according to City law. So you can't apply your own definition."

Mr. Micheal Andrews: "Well even if --."

President: "We are ready to move on. I will entertain a Motion."

Deputy City Solicitor: "I would MOVE the approval of the DGS item set forth on Page 68 of the Agenda."

Comptroller: "Second."

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

Mayor: "If I may, Mr. President."

President: "Madam Mayor."

Mayor: "I would just encourage that the protestor to work with our MBE/WBE issue to clarify any -- to clear up any - uhm - -"

President: "misunderstanding."

Mayor: "Yes misunderstanding about the Law. Thank you."

Mr. Bob Andrews: "We tried to do that but you know sometimes you can't get through it is hard."

MINUTES

Mayor: "We still want to work with you so hopefully -- Thank
you."

* * * * *

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of Recreation and Parks

2. RP 10854R, Luckman Park Site Improvements
- REJECTION** - On August 24, 2011, the Board received and opened four bids. All bids exceed the available budget by more than 19%. Therefore, the Department wishes to reject all bids and re-advertise at a later date.

Bureau of Purchases

3. B50002000, Spring and Suspension Repairs
- Middleton & Meads Co., Inc.
(lowest responsive bidder) \$2,500,000.00

This is a requirements contract, so amounts will vary.

MWBOO GET GOALS OF 2% MBE AND 1% WBE.

MBE: Millennium Auto Parts 2.00%

WBE: Chesapeake Wiper & Supply, Inc. .25%*

*Bidder did not achieve the WBE goal. Not more than 25% of each goal may be attained by expenditures to MBE/WBE suppliers who are not manufacturers; therefore, the maximum value allowed has been applied.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

The award is recommended, subject to the awardee coming into compliance within ten days of the award date.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

3213 - 3231

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

The Mayor **ABSTAINED** on item nos. 35 and 36.

The President **ABSTAINED** on item no. 16.

The Comptroller **ABSTAINED** on item no. 11.

MINUTES

PERSONNELPolice Department

	<u>Hourly Rate</u>	<u>Amount</u>
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The retirees listed below (item nos. 1-8) will serve as Contract Service Specialists. On January 3, 1996, the Board approved a waiver of Administrative Manual Policy AM 212-1, which allowed the Baltimore Police Department to hire retired police officers as contract employees. The period of the agreement is effective upon Board approval for one year, unless otherwise indicated.

The retirees will perform a variety of tasks, previously performed by full-duty police officers, which are supportive in nature. This will allow the Department to continue to assign active police officers to crime fighting duties.

The retirees will receive no benefits other than workmen's compensation and F.I.C.A.

1. DOROTHIA PARKER-JOHNSON	\$14.42	\$30,000.00
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Ms. Parker-Johnson will be responsible for contacting officers for court, as needed, checking list of defendants who may have open warrants, and locating drug analysis reports as needed.

2. THERESA A. ANDERSON	\$14.42	\$30,000.00
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Ms. Anderson will be responsible for receiving evidence/property submissions from police officers and laboratory personnel; ensuring accuracy/completeness of paperwork and entering data into the tracking system; releasing property for further examination for court and updating the tracking system for chain of custody and documents location.

3. SYLVIA M. FORRESTER	\$14.42	\$30,000.00
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4. BARBARA A. DAIS	\$14.42	\$30,000.00
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5. JOSEPH I. McMAHON, JR.	\$14.42	\$30,000.00
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Ms. Forrester, Ms. Dais, and Mr. McMahon will be responsible for receiving evidence and property at the evidence control counter; ensuring accuracy/completeness of paperwork and entering information into the tracking system and releasing property for court and the public.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department</u> - cont'd		
6. DARLENE A. TYSON-HILL	\$14.42	\$30,000.00

Ms. Tyson-Hill will work as a liaison for the Department and the State's Attorney's Office for CDs burned to evidence; ensure videos for evidence are processed/handled accordingly; track shooting/murder cases that are captured by Closed Circuit Television Video; update the database of videos requested by subpoena for release, and work with districts to ensure proper paperwork is filed by officers.

7. SHARON F. ALSTON	\$14.42	\$30,000.00
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Ms. Alston will be responsible for investigating applicants for 911 Operator, Cadet, and rehires as full duty police officers; conducting local, State, and national records and warrants checks; investigating references submitted by applicants, conducting neighborhood canvasses; conducting interviews of applicants and completing summary reports.

8. FRANK E. WAGNER, JR.	\$14.42	\$30,000.00
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Mr. Wagner will be responsible for supplying sworn officers with necessary equipment such as uniforms, bullet resistant vests and flashlights.

Account: 1001-000000-2042-198100-601009

9. DARBY M. BONSALL	\$18.26	\$19,000.00
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Account: 4000-197712-2024-694600-601009

Ms. Bonsall will serve as a Casework Manager. She will be responsible for preparing DNA case files, page labeling, copying and mailing DNA case reports, updating and maintaining DNA databases, filing, testifying in court if needed, and assisting evidence technicians with the processing of evidence. The agreement is for the period October 1, 2011 through March 31, 2012.

MINUTES**PERSONNEL**Hourly RateAmountPolice Department - cont'd10. a. Abolish the following two vacant positions:Job No. 2002-1672433233 - Secretary III
Grade 084 (\$33,510.00 - \$39,994.00)
One PositionJob No. 2044-1959433258 - Word Processing
Grade 078 (\$27,958.00 - \$32,241.00)
One Positionb. Create the one position:33679 - Personnel Administrator
Grade 117 (\$56,000.00 - \$79,400.00)
Job No. to be assigned by BBMR

Costs: \$00.00 - 1001-000000-2041-195800-601001

Office of the Comptroller/Department of Communication Services11. **SANDRA HOLMES** \$36.78 **\$34,904.22**

Account: 2039-000000-1330-158400-601009

Ms. Holmes will serve as a Special Administrative Assistant. Her duties will include but not be limited to reviewing and analyzing federal laws, regulations and procedures for receipt of discounts on telecommunication services and United States Postal Service mail (USPS); developing procedures to comply with the Domestic Mail Manual, the Mail Processing Performance Requirements; and

MINUTES**PERSONNEL**Hourly RateAmountOffice of the Comptroller - cont'd

Federal Communications Commission regulations. She will also review industry standards and mail processing; assess Municipal Post Office operations and recommend operational improvements. In addition, she will review and provide legal analysis of inquiries pertaining to compliance with certifications or regulations. The agreement is effective upon Board approval for six months.

Department of Recreation and Parks (R&P)

12. CYNTHIA MUHAMMAD	\$16.60	\$ 5,180.00
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Account: 2096-796623-7960-862300-601009

Ms. Muhammad, retiree, will serve as a Senior Group Leader for the Golden Age Club in the Senior Citizen's Division. She will be responsible for planning and arranging special programs, speakers, trips and events as requested by membership; attending all club business meetings and providing assistance and support to club officers. In addition, she will provide guidance and structure where needed; report timely and accurate delivery of monthly attendance sheets, volunteer hours and all tickets monies for special events. The agreement is for the period October 1, 2011 through March 31, 2012.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Dept. of Rec. & Parks - cont'd</u>		
13. JESSICA GRUBER	\$16.00	\$16,000.00

Account: 1001-000000-4781-363900-601009

Ms. Gruber will serve as an Administrative Assistant in the Bureau of Parks. Her duties will include but not be limited to creating and tracking Service Requests for building maintenance; monitoring, following-up, and tracking performance of repair work. She will also track and account for expenditures related to repair work and provide administrative support and coordination for weekly work prioritization meetings with the Bureau and Division Chiefs. The agreement is effective upon Board approval for six months.

Department of General Services

14. WILLIAM F. MERRITT	\$50.00	\$95,000.00
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Account: 9916-913900-9197-910098-703009

Mr. Merritt will serve as a Grants Procurement Specialist/Energy Projects Grants Manager. His duties will include preparing and submitting grant applications for all appropriate types of energy grant funding at the Local, State, and Federal levels of government; reviewing, evaluating, modifying and editing all grant applications packages to ensure adherence to funding source guidelines; establishing and maintaining the energy grants program and fiscal management systems in compliance with grant requirements; reviewing all labor, contractual, and procurement charges for appropriateness to the grants; coordinating all program and fiscal reporting to the U.S. Office of Management and Budget; and managing specific grant funded projects related to emergency energy planning, residential furnace replacements, creation of heating districts, geothermal and solar feasibility, evaluating the creation of a City utility, and other projects as may be assigned by the Director. The agreement is effective upon Board approval for one year.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Planning</u>		
15. AMY GILDER-BUSATTI	\$30.00	\$55,260.00

Account: 9905-922004-9188-900000-703030

Ms. Gilder-Busatti will serve as a Special Landscape Architect. She will be responsible for coordinating the completion of the Baltimore City Landscape Manual in conjunction with the new Zoning Ordinance and the new Stormwater Guidelines required by State Law. She will also manage projects to improve habitat and water quality in cooperation with the National Aquarium, the Army Corps of Engineers and the State Critical Area Commission. The agreement is for the period October 27, 2011 through October 26, 2012.

Mayor's Office of Information Technology

16. DANIEL W. ATZMON	\$16.37	\$30,000.00
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Account: 1001-000000-1471-165700-601009

Mr. Atzmon will serve as a Special IT Policy Analyst. His duties will include but not be limited to conducting research and analysis of IT issues that may impede development and deployment of IT strategic plan activities; researching IT issues and emerging technology for consideration of possible inclusion in or revision of plans, policies and standards; preparing draft plans, policies and standards; preparing draft plans, policies and standards with supporting documentation for evaluation by supervisory program staff; meeting and discussing IT requirements with subject matter experts, stakeholders and program staff; assisting in documenting and designing metrics for new policies, processes, plans and standards, etc. The agreement is effective upon Board approval for one year.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>State's Attorney's Office</u>		
17. ALEXANDER YANKELOVE	\$37.87	\$35,515.00

Account: 1001-000000-1150-118100-601009

Mr. Yankelove, retiree, will continue to work as a Senior Prosecutor. His duties will include handling handgun forfeitures; reviewing advance sheets in the Judge's library for cases of interest in traffic issues; reviewing letters received directly from defendants and all expungement requests; and attending all contested expungement hearings in District Court. The Department is requesting a Waiver of the maximum hourly rate pursuant to AM 212-1, Part I. The period of the agreement is October 27, 2011 through October 26, 2012.

18. REGINALD LUCKETT	\$22.17	\$43,415.00
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Account: 1001-000000-1150-117900-601009

Mr. Lockett will work as a Paralegal. He will be responsible for assisting prosecuting attorneys in case preparation. Mr. Lockett will review, assess, and summarize defendants' charges and prior criminal histories, as well as conduct legal research. The period of the agreement is September 29, 2011 through September 28, 2012.

19. BRIAN WANDA	\$50.00	\$42,000.00
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Account: 1001-000000-1150-120900-601009

Mr. Wanda will work as a Data Base Administrator. He will be responsible for the creation, modification, and analyzing of custom database views and Crystal reports. In addition, Mr. Wanda will be responsible for the Judicial Dialog administration including user and user group security, charge language, as well as drop down list maintenance, data cleanup, creation of exception reports and analysis queries to find errors and duplications. He will create scripts to correct issues, index tuning, checking scheduled jobs, and working on the server, etc.

MINUTES**PERSONNEL**Hourly RateAmountState's Attorney's Office - cont'd

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

Circuit Court

20. **DELIA N. CROMARTIE** \$16.26 **\$31,005.20**

Account: 4000-487006-1100-114903-601002

Ms. Cromartie will continue to work as a Community Service Site Coordinator. Her duties will include but are not limited to developing written training materials and providing education, training, and technical assistance on the development of community service sites and on the community program to communities and other residents and staff. The period of the agreement is October 3, 2011 through September 30, 2012.

Department of Human Resources

21. **THOMAS PETER BERNIER** \$75.00 **\$ 7,000.00**

Account: 1001-000000-1603-172500-603026

Mr. Bernier will continue to work as a Hearing Officer and as Chief Hearing Officer. Mr. Bernier will be paid at a rate of \$200.00 for the first session, \$170.00 for each succeeding session and \$325.00 for each written report. The City Charter permits an investigation for employees discharged, reduced, or suspended for more than 30 days after completion of the probationary period. The Hearing Officer presides over these investigations and submits a recommendation to the Civil Service Commission for approval. In addition, the Chief Hearing Officer will

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Human Resources - cont'd</u>		
review each written report submitted and handle administrative situations as they arise. The period of the agreement is effective upon Board approval for one year.		

22. THEODORA BUTLER	\$ 9.45	\$ 9,337.00
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Account: 4000-433512-3024-268400-601009

Ms. Butler will continue to work as a Receptionist at the Waxter Senior Center. Her duties will include but are not limited to answering telephones and direct incoming calls to the appropriate staff. In addition, she will provide information and assistance to clients on the telephone and in person and maintain records of trips and events by phone, in person or by mail. The period of the agreement is October 1, 2011 through September 30, 2012.

Health Department

23. DARLENE KESS	\$ 9.00	\$ 8,892.00
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Account: 4000-433512-3024-268400-601009

Ms. Kess will work as an Office Assistant. She will be responsible for office support at the Zeta Senior Center, as well as act as liaison between the public and center director. Ms. Kess will use basic office equipment as required to register participants for membership, outings and class participation. In addition, she will maintain

MINUTES

PERSONNELHourly RateAmountHealth Department

membership information in the filing system and send out brochures and information to the public and center members. The period of the agreement is October 1, 2011 through September 30, 2012.

24. **HELEN WOODS** \$ 7.25 \$ **7,163.00**

Account: 4000-432912-3024-268400-601009

Ms. Woods will continue to work as a Food Service Aide for the Sandtown Winchester Senior Center. Her duties will include, but are not limited to setting-up and serving meals. She will also order meals, supplies, and maintain inventory records. The period of the agreement is October 1, 2011 through September 30, 2012.

25. **PAULETTE WILLIS** \$ 8.16 \$ **8,062.08**

Account: 4000-432912-3024-268400-601009

Ms. Willis will work as a Food Service Manager at the Waxter Senior Center. She will ensure: receipt and storage of food products, that meals are served, and that the service area and equipment are kept clean and sanitary. In addition, Ms. Willis will prepare and maintain paperwork, and meal counts, supply inventory and participant records. She will also document volunteer hours, record project income funds and supervise Food Service Aides. The period of the agreement is October 1, 2011 through September 30, 2012.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u> - cont'd		
26. SHIRLEY LOWERY	\$ 7.40	\$ 7,311.20

Account: 4000-432912-3023-273300-601009

Ms. Lowery will continue to work as a Kitchen Aide for the Waxter Senior Center. The salary shows a 2% increase from the previous contract period. She will be responsible for setting up the kitchen and dining room area for breakfast and lunch, serving food, and assisting seniors that cannot seat or serve themselves. In addition, Ms. Lowery will assist with storing the food products properly and cleaning the kitchen after breakfast and lunch are served. The period of the agreement is October 1, 2011 through September 30, 2012.

27. ANITA HORWATH	\$21.00	\$10,920.00
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Account: 4000-436112-3255-316200-601009

Ms. Horwath will continue to work as an Artistic Director. Her duties will include, but will not be limited to coordinating and implementing the Ages on Stages Program for the Department, forming an improvisational acting ensemble with students from the Baltimore School for the Arts and senior adults in the community, and creating scenes from life experiences that address critical social issues and issues germane to caregivers. In addition, Ms. Horwath will conduct approximately 90 performances that will reach 20-25 individuals at 90 sites. The period of the agreement is October 1, 2011 through March 31, 2012.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u> - cont'd		
28. KATHY DEAVER	\$ 7.40	\$ 7,311.20

Account: 4000-432912-3024-268400-601009

Ms. Deaver will continue to work as a Kitchen Aide for the Zeta Senior Center. The salary shows a 2% increase from the previous contract period. She will be responsible for setting up the kitchen and dining room area for breakfast and lunch, serving food, and assisting seniors that cannot seat or serve themselves. In addition, Ms. Deaver will assist with storing the food products properly and cleaning the kitchen after breakfast and lunch are served. The period of the agreement is October 1, 2011 through September 30, 2012.

29. MARTHA GADSON	\$ 7.40	\$ 7,311.20
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Account: 4000-432912-3023-273300-601009

Ms. Gadson will continue to work as a Kitchen Aide for the Waxter Senior Center. The salary shows a 2% increase from the previous contract period. She will be responsible for setting up the kitchen and dining room area for breakfast and lunch, serving food, and assisting seniors that cannot seat or serve themselves. In addition, Ms. Gadson will assist with storing the food products properly and cleaning the kitchen after breakfast and lunch are served. The period of the agreement is October 1, 2011 through September 30, 2012.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u> - cont'd		
30. ANNIE RICKS	\$ 8.16	\$ 8,062.08

Account: 4000-432912-3250-319700-601009

Ms. Ricks will continue to work as a Food Service Manager at the Zeta Senior Center. The salary shows a 2% increase from the previous contract period. She will ensure: receipt and storage of food products, that meals are served, and that the service area and equipment are kept clean and sanitary. In addition, Ms. Ricks will prepare and maintain paperwork, the meal count, collect funds and order supplies. She will prepare daily reports on the Touch Screen System and supervise Food Service Aides. The period of the agreement is October 1, 2011 through September 30, 2012.

31. ELIZABETH MICKLO	\$ 8.16	\$ 8,062.00
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Account: 4000-432912-3024-268400-601009

Ms. Micklo will work as a Care Aide at the Hatton Senior Center. The salary shows a 2% increase from the previous contract period. Her duties will include, but are not limited to reviewing mail, screening telephone calls and visitors, providing information, and working with the Program Manager on specific matters. In addition, Ms. Micklo will set-up and serve meals for the Eating Together Program, assist seniors, advise the supervisor on program problems and community resources available for program use, and maintain resource files. The period of the agreement is October 1, 2011 through September 30, 2012.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department - cont'd</u>		
32. LUCRETIA SHANNON	\$14.00	\$23,296.00
Account: 4000-433412-3023-273300-601009		\$11,648.00
5000-534112-3044-273300-601009		\$11,648.00

Ms. Shannon will continue to work as a Benefits Counselor. Her duties will include, but not be limited to: scheduling and conducting community outreach sessions for various programs, providing senior health insurance screening and counseling, preparing Benefits Checkup reports for seniors, as requested and provide individualized counseling for seniors and their families regarding the Benefits Checkup report. The period of the agreement is October 1, 2011 through September 30, 2012.

33. Create the following position:

61113 - Health Program Administrator III
Grade 116 (\$53,900.00 - \$76,000.00)
Job No. to be assigned by BBMR

Costs: \$75,239.00 - 4000-424612-3080-294500-601001

34. Reclassify the following four positions:

Job No.: 3031-14582 - one position

a. From: 33215 - Office Supervisor
Grade 084 (\$33,510.00 - \$39,994.00)

To: 31100 - Administrative Coordinator
Grade 087 (\$37,407.00 - \$45,218.00)

Job No. 3031-14586 - one position

b. From: 33112 - Data Entry Operator II
Grade 078 (\$27,958.00 - \$32,241.00)

To: 33113 - Data Entry Operator III
Grade 081 (\$30,223.00 - \$35,806.00)

MINUTES**PERSONNEL**Health DepartmentJob No. 3031-14585 - one position

c. From: 33212 - Office Assistant II
Grade 075 (26,316.00 - \$29,913.00)

To: 33564 - Public Health Investigator
Grade 430 (\$31,073.00 - \$34,534.00)

Job No. 3050-48954 - one position

d. From: 33712 - Real Estate Agent II
Grade 112 (44,300.00 - \$62,600.00)

To: 34512 - Research Analyst II
Grade 111 (\$41,700.00 - \$60,500.00)

Costs: \$12,425.00 - 4000-422411-3031-579200-601001

Board of Liquor License Commissioners

	<u>Hourly Rate</u>	<u>Amount</u>
35. TRACY JAMES SULLINS	\$15.00	\$3,600.00
36. KATHERINE T. PRESBURY	\$15.00	\$3,600.00

Account No: 1001-000000-2501-259500-610063

These individuals will work as Liquor Board Inspectors. Their duties will include but not be limited to visiting locations that have been issued special or one day licenses. They will monitor the sale and service of alcohol at the one day licensed events or extensions of licenses, participate in undercover investigations and complete inspection reports for licensed premises in the City of Baltimore. The period of the agreement is effective upon Board approval for one-year.

MINUTES**PERSONNEL**Office of the Inspector General37. Create the following position:

10210 - OIG Agent
Grade 115 (\$51,000.00 - \$72,200.00)
Job No. to be assigned by BBMR

Costs: \$78,000.00 - 1001-000000-1081-109300-601001

Department of Housing and Community Development38. Create the following position:

10171 - Division Chief I
Grade 943 (\$51,200.00 - 79,600.00)
Job No. to be assigned by BBMR

Costs: \$74,525.00 - 1001-000000-5832-179970-601001

39. Reclassify the following position:

Job No. 6051-48452

From: 33213 - Office Assistant III
Grade 078 (\$27,958.00 - \$32,241.00)

To: 34132 - Accounting Assistant II
Grade 078 (\$27,958.00 - \$32,241.00)

There are no costs associated with this action.

MINUTES**PERSONNEL**Department of Finance40. Create the following position:

31100 - Administrative Coordinator
 Grade 087 (\$37,407.00 - \$45,218.00)
 Job No. to be assigned by BBMR

Costs: \$57,292.00 - 2043-000000-1531-169900-601001

41. Reclassify the following filled position:

Job No. 2301-35687

From: 72494 - Construction Contract Administrator
 Grade 116 (\$53,900.00 - \$76,000.00)

To: 10172 - Division Chief II
 Grade 952 (62,700.00 - \$90,900.00)

Costs: \$5,241.60 - 3001-000000-2301-249300-601001

Department of Housing and Community Development

42. **CAROLE TAYLOR** \$25.50 **\$30,603.20**

Account: 1001-000000-1773-179400-601009

Ms. Taylor, retiree, will work as an Accountant II. This salary is in compliance with AM 212-1, Part I. Her duties will include but are not limited to reviewing, approving and maintaining records on all personnel actions. Ms. Taylor will maintain and keep a current personnel roster which will include a vacancy listing and a listing of salary saved positions. In addition, she will be responsible for all budget and accounting duties, assist in the preparation of the operating budget for the agency and revenue collection report. The period of the agreement is effective upon Board approval for one year.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u>		
43. KATHLEEN CAMPBELL	\$ 8.42	\$12,259.00

Account: 4000-432912-3024-268400-601009

Ms. Campbell will work as a Program Assistant at the Hatton Senior Center. Her duties will include but not be limited to answering the telephone, directing incoming calls to appropriate staff, reviewing and distributing all incoming mail and filing. In addition, Ms. Campbell will collect, compile, examine, and report data regarding participants and activities. The period of the agreement is October 1, 2011 through September 30, 2012.

44. OTTOLIE McJILTON	\$15.00	\$18,720.00
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Account: 4000-433512-3024-268400-601009

Ms. McJilton will work as a Program Assistant II at the Hatton Senior Center. Her duties will include but not be limited to assisting with the day to day operation of the program in the absence of the program director and assisting with the collection of statistical data relative to the program operation. In addition, Ms. McJilton will prepare reports in relation to State required reporting and provide information to assist seniors in accessing the Center via telephone. The period of the agreement is October 1, 2011 through September 30, 2012.

MINUTES

Police Department - Grant Agreements

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

The Department submitted applications to the following intergovernmental agencies and was awarded funds for the indicated programs.

1. **GOVERNOR'S OFFICE OF CRIME
AND PREVENTION/STOP VIOLENCE
AGAINST WOMEN PROGRAM** **\$85,000.00**

Account: 4000-469912-2021-212600-600000

The funds will be used to pay the salary for three full time Domestic Violence Victim/Witness Liaisons and Contract Services Specialist I. The agreement is for the period October 1, 2011 through September 30, 2012.

2. **U.S. DEPARTMENT OF JUSTICE,
OFFICE OF JUSTICE PROGRAMS, NATIONAL
INSTITUTE OF JUSTICE/2011 FORENSIC
DNA BACKLOG REDUCTION PROGRAM** **\$669,143.00**

Account: 4000-469812-2024-212600-600000

The Department will use grant funds to extend the contracts of casework technicians, serologists, evidence technicians; DNA technicians, acquire needed equipment, and to provide for overtime and outsourcing funds. The goal of the project is to prevent future DNA backlogs and to help the criminal justice system use full potential of DNA technology. The agreement is for the period of October 1, 2011 through March 21, 2013.

APPROVED FOR FUNDS BY FINANCE

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

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

MINUTES

PROPOSALS AND SPECIFICATIONS:

1. Dept. of Public Works/Dept. - RP 11837, Baltimore Playlot
of Recreation & Parks Project - FY'11
BIDS TO BE RECV'D: 10/26/11
BIDS TO BE OPENED: 10/26/11

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

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There being no more business before the Board. The meeting will recess until bid opening at twelve noon. Thank you."

MINUTES

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.

<u>Dept of Recreation & Parks</u>	-RP 09816, Morrell Park Recreation Center BIDS TO BE RECV'D: 10/05/2011 BIDS TO BE OPENED: 10/10/2011
<u>Dept. of Transportation</u>	- TR 11311, Harbor Connector Water Taxi Dock Improvements BIDS TO BE RECV'D: 10/19/2011 BIDS TO BE OPENED: 10/19/2011
<u>Dept. of General Services</u>	- PB 11830 Former Greyhound Bus Station Building-Demolition 206-218 W. Fayette Street BIDS TO BE RECV'D: 10/05/2011 BIDS TO BE OPENED: 10/10/2011

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:

Bur. Water and Wastewater - WC 1217, Urgent Need Infra-
structure Rehabilitation

Heitkamp, Inc.
J. Fletcher Creamer & Sons, Inc.
*Anchor Construction
Spiniello
Metra Industries

Dept. of Transportation - TR 08310, Rehabilitation of
Central Ave - Federal

Monumental Paving and
Excavating, Inc.
Concrete General, Inc.
P. Flanigan & Sons, Inc.
Civil Construction, LLC
Daisy Construction Co.

Bureau of Purchases - B50002072, Continuous Flow
Analyzer Systems/Continuous
Flow Analyzers

Skalar, Inc.

*UPON FURTHER MOTION, the Board found the bid of Anchor Construction **NON-RESPONSIVE** because of the company's failure to submit a duplicate bid book as required in the bid instructions.

MINUTES

Bureau of Purchases - B50002115, Table Trucks

Advantage Business
Interiors, LLC
Southern Aluminum
Mfg., Inc.

Bureau of Purchases - B50002124, Ten Wheel Dump Truck

Beltway International,
LLC

Bureau of Purchases - B50002129, Small Load Packer

Waste Equipment Sales & Services - **NO BID**
Maryland Industrial Trucks
Tom's Truck Sales, LLC
THC Enterprises t/a
Mid Atlantic Waste Systems
*Beltway International, LLC

* UPON FURTHER MOTION, the Board found the bid of Beltway International, LLC **NON-RESPONSIVE** because of the company's failure to submit a bid price as required in the bid instructions.

MINUTES

There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on October 5, 2011.

JOAN M. PRATT
Secretary