

MINUTES**REGULAR MEETING**

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

The meeting was called to order by the President.

President: "I will direct the Board members attention to the memorandum from my office dated March 05, 2012, identifying matters to be considered as routine agenda items, together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a motion to approve all of the items contained on the routine agenda."

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

Comptroller: "Second."

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

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MINUTES**BOARDS AND COMMISSIONS**1. 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:

Aaron Enterprises, Inc.	\$ 8,000,000.00
BMC Services, LLC.	\$ 1,500,000.00
Global Substation Services, Inc.	\$ 918,000.00
John W. Brawner Contracting Company, Inc.	\$ 5,877,000.00
L.R. Willson & Sons, Inc.	\$ 8,000,000.00
Manekin Construction, LLC.	\$ 8,000,000.00
Railroad Construction Company, Inc.	\$113,445,000.00
South Mountain Mechanical Contractors, Inc.	\$ 1,000,000.00
Sungate Unlimited, Inc.	\$ 396,000.00

2. Prequalification of Architects and Engineers

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

The Robert B. Balter Company	Engineer
Endesco, Inc.	Engineer
Nolan Associates, Inc.	Engineer
Schamu Machowski Greco Architects, Inc.	Architect
SP Arch, Inc.	Architect
Transtech Engineering Consultants, Inc.	Engineer

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

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

EXTRA WORK ORDERS

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UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following page:

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All of the EWOs have been reviewed and approved
by the Department of Audits, CORC, and MWBOO,
unless otherwise indicated.

The President **ABSTAINED** on item nos. 1 and 2.

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. Compl.</u>

Bureau of Water and Wastewater

1. EWO #035, \$552,000.00 - WC 1198, Urgent Need Work
Infrastructure Rehabilitation Various Locations

 \$10,473,325.00 \$12,325,528.92 Spiniello Companies 0 98

2. EWO #030, \$ 83,861.50 - SC 852R, Denitrification Filters
 and Related Work for the Enhanced Nutrient Removal Facilities
at Patapsco Wastewater Treatment Plant

 \$115,688,000.00 \$ 1,326,211.22 Fru-Con Construction, LLC - 51

Department of Transportation

3. EWO #002, \$220,169.80 - TR 09029, Wyman Park Dell
Improvements

 \$ 480,062.00 \$ 6,300.00 Machado Construction - -

This extra work order is for urgent safety improvements at the intersection of Franklintown Rd. and Winans Way. This intersection is narrow and curving and is frequently the site of vehicle collisions causing significant property damage. This contractor was selected for this contract in order to reduce overall project costs (mobilization, etc.) given that similar bid items were already contained in the underlying contract and because of the contractor's immediate availability and resources to perform the work.

4. EWO #001, \$ 5,760.00 - TR 11302, Resurfacing Highways at
Various Locations Southwest Sector III

 \$ 2,566,617.03 - M. Luis Construction Co., Inc. 106 -

MINUTES**EXTRA WORK ORDERS**

<u>Contract</u>	<u>Prev. Apprvd.</u>	<u>Contractor</u>	<u>Time Ext.</u>	<u>% Compl.</u>
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Department of General Services

5. EWO #002, \$ 38,534.28 - PB 09829R, Elevator Upgrade at
Courthouse East

\$ 1,818,000.00	\$ 19,147.44	Stratos Elevator, Inc.	-	20
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MINUTES

TRANSFERS OF FUNDS

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UPON MOTION duly made and seconded,

the Board approved the

transfers of funds

listed on the following pages:

0000 - 0000

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
1. \$ 74.55 15 th EDF	9910-994001-9600 Constr. Reserve Unallocated Res.	9910-911100-9603 Inner Harbor East Area
35.27 15 th EDF	9910-994001-9600 Constr. Reserve Unallocated Res.	9910-902879-9601 Coml. Revitalization
6,000.00 19 th EDF	9910-994001-9600 Constr. Reserve Unallocated Res	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
300.00 19 th EDF	9910-994001-9600 Constr. Res Unallocated Res.	9910-905852-9601 Econ. Dev. Incentive
2,791.00 21 st EDF	9910-902483-9600 Constr. Res. S. Balto. Ind. & Coml. Dev.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
250.00 22 nd EDF	9910-903354-9600 Constr. Res. W. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
11,241.71 22 nd EDF	9910-904115-9600 Constr. Res. Westside Init.	9910-906835-9603 Westside Project Initiative
4,942.16 23 rd EDF	9910-908992-9600 Constr. Res. East Balto. Dev.	9910-906575-9601 E. Balto. Ind. & Coml. Dev.
\$25,634.69		

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending January 31, 2012.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing & Community Development</u>		
2. \$ 538,000.00	9912-908904-9591	9912-905203-9591
UDAG Repay.	AHP Baltimore	AHP - Demolition
Rev.	Afford Housing	Emergency
400,000.00	9910-904904-9587	9910-904904-9588
28 th Com.	AHP Baltimore	Demolition
Dev. Bonds	Afford Housing	(Planned)
62,000.00	9910-904912-9587	9910-904904-9588
29 th Com.	AHP Reserve	Demolition
Dev. Bonds		(Planned)
<u>\$1,000,000.00</u>		

This transfer of appropriations will support the on-going and future demolition projects across the City.

3. \$ 800,000.00	9910-907994-9587	9910-905733-9588
Other Funds	Reserve -	Uplands Other
	Special Capital	Funds - Revolving
	Projects	Master Development
		Loan

(FILE NO. 55993)

This transfer will provide appropriation to support a revolving fund for the Uplands Project. The terms of the Revolving Master Development Agreement are outlined in a Master Development Agreement approved by the Board on July 13, 2011.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
4. \$ 50,000.00	9938-906768-9475	9938-905768-9474
State	Reserve -	Active - Waterway
	Waterway Improv.	Program Improv.
	Program FY'09	FY'09

This transfer will provide funds to cover the costs associated with the floating pier replacement at Canton Waterfront Park.

MINUTESBaltimore Municipal Golf Corporation - Audited Financial
Statements

The Board is requested to **NOTE** receipt of the audited financial statements for the Baltimore Municipal Golf Corporation for the nine months ended September 30, 2011 and 2010.

The Board **NOTED** receipt of the audited financial statements for the Baltimore Municipal Golf Corporation.

MINUTES

Department of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds 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. Today, the Board is requested to **NOTE 9** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on February 8 and February 15, 2012.

The Board **NOTED** receipt of the **9** favorable reports on the Transfers of Funds approved by the Board of Estimates at its previous meetings.

MINUTESDepartment of General Services - Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	1050 Hull Street	UA Locust Point Holdings, LLC	One 4" conduit @ 83 linear feet
	Annual Charge: \$290.50		
2.	2501 N. Charles Street	2501 N. Charles Street, LLC	One dumpster 4' x 4'
	Annual Charge: \$224.00		
3.	2116 E. Monument Street	2116 E. Monument Street, LLC	Retain awning w/signage 14' x 3'6"
	Annual Charge: \$141.04		

There were no objections, since no protests were received.

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

MINUTES

Department of - Amended and Restated
General Services Temporary Construction Easement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the amended and restated temporary construction easement with Phillips Headquarters, LLC. The period of the agreement is effective for five months through July 1, 2012.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On August 17, 2011, the Board approved the original temporary construction easement. In the interim it was determined that a temporary pedestrian bridge would need to be erected for a period of 5 months terminating on July 1, 2012. The amended and restated temporary construction easement is being granted at no cost to the City for a five month period. After July 1, 2012 the Department will be obligated to reimburse Phillips Headquarters, LLC, \$360.00 per day until the temporary pedestrian bridge is removed. This pedestrian bridge is necessary to keep the Fort Ave Bridge on schedule and the Department does not anticipate having the bridge remaining after the termination date.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amended and restated temporary construction easement with Phillips Headquarters, LLC.

MINUTESDepartment of General Services - Right-of-Entry Agreements and
Temporary Construction Easement

The Board is requested to approve and authorize execution of the various right-of-entry agreements and a temporary construction easement.

RIGHT-OF-ENTRY AGREEMENTS1. **ABERDEEN PROPERTIES, LLC** **\$ 0.00**

The Department of Public Works, Bureau of Water and Wastewater is proposing a project to locate and replace the existing air/vacuum relief valves, surge valves and/or drain valves as part of water project no. WC-1197R, Susquehanna Transmission Main Valve Replacements. This right-of-entry agreement will allow the City access onto the property located at 1032 Warwick Drive, Aberdeen, MD 21001, to make these improvements.

2. **VICTORIA M. GMUREK ET AL** **\$ 0.00**

The Department of Public Works, Bureau of Water and Wastewater is proposing a project to locate and replace existing air/vacuum relief valves, surge valves and/or drain valves as part of water project no. WC-1197R, Susquehanna Transmission Main Valve Replacements. This right-of-entry agreement will allow the City access onto the property located at 4616 Kimby Lane, Aberdeen, MD 21001, to make these improvements.

TEMPORARY CONSTRUCTION EASEMENT3. **G & E REALTY COMPANY, INC.** **\$ 10,901.00**

Account: 9956-905641-9551-900020-704001

The Department of Public Works, Bureau of Water and Wastewater is proposing to temporarily divert three above ground sewer pipes on the property located at 920 Brunswick Street. This temporary construction easement will allow the City's contractor to divert the sewer pipes in conjunction

MINUTES

DGS - cont'd

with the Department of Public Works Sanitary Sewer Project No. 875, Southwest Diversion Sewer Rehabilitation Phase III. The period of the agreement is effective upon Board approval for one year.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned right-of-entry agreements and the temporary construction easement. The President **ABSTAINED**.

MINUTES

Circuit Court for Baltimore City - Consultant Agreements

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

1. **MOSAIC COMMUNITY SERVICES, INC.** **\$25,355.00**

Account: 5000-500812-1100-109500-603020

The consultant will provide 8 six-hour seminars for children to be held on Saturdays as part of the Co-Parenting Education (COPE) Seminar Program.

2. **MOSAIC COMMUNITY SERVICES, INC.** **\$25,355.00**

Account: 5000-500812-1100-109500-603020

The consultant will provide 10 six-hour seminars for children to be held on Saturdays as part of the Shared Parenting Education (SHAPE) Program.

3. **MOSAIC COMMUNITY SERVICES, INC.** **\$157,431.00**

Account: 5000-500812-1100-109500-603020

The consultant will provide comprehensive in-house mediation to participants referred by the Circuit Court. Services will include: 1.) 24 two-hour mediation orientation programs which participants will be required to attend before they begin mediation, 2.) up to 525 hours of mediation services, as required, and 3.) provide a written agreement to the parties who achieve an agreement. The seminars and mediations are intended to offer families a means of resolving disputes through a cooperative decision making process.

MINUTES

Circuit Court for Baltimore City - cont'd

4. **MOSAIC COMMUNITY SERVICES, INC.** **\$44,401.00**

Account: 5000-500812-1100-109500-603020

The consultant will provide 1.) mediators to conduct up to 294 hours (6 hours per week for 49 weeks) of mediation services, as required, and 2.) provide a written agreement to the parties who achieve an agreement. The seminars and mediations are intended to offer families a means of

resolving disputes through a cooperative decision making process.

5. **MOSAIC COMMUNITY SERVICES, INC.** **\$44,757.00**

Account: 5000-500812-1100-109500-603020

The consultant will conduct 18 six-hour parenting seminars to participants. The seminars will be conducted on Saturdays for females and children participants one-week and male participants another week.

6. **MOSAIC COMMUNITY SERVICES, INC.** **\$34,417.00**

Account: 5000-500812-1100-109500-603020

The consultant will conduct 18 five-hour parenting seminars. The seminars will provide: 1.) educational sessions to focus on ways that parents can help their children deal with divorce and, 2.) educational sessions on conflict resolution. The seminars are intended to emphasize practical steps to follow within a changing family unit and interpersonal communication and conflict resolution.

MINUTESCircuit Court for Baltimore City - cont'd

The Circuit Court has received a FY2012 grant from the Administrative Office of the Courts, whose budget is approved by the Maryland State Legislature, to provide additional resources for the expedited handling of family-related cases within the Circuit Court for Baltimore City. Integral to the initiative is the need to provide mediation services for individuals referred by the Court.

Mosaic Community Services, Inc. is a not-for-profit corporation, that conducts conflict resolution and educational programs for families and is capable of providing the services required by the Circuit Court. Reimbursement for the services rendered is itemized in the consultant agreements.

The consultant agreements are late due to a delay in the administrative process, changes in personnel, and the need to make multiple budget adjustments.

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 consultant agreements.

MINUTES

Circuit Court for - TRANSFER OF LIFE-TO-DATE
Baltimore City 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, Ms. Samara Scott.

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>
James P. Casey	5
Tonia Johnson	2
Amanda Abney	1
Mary Lou Hennigan	1
Kathleen Wissman	<u>1</u>
Total	10

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

UPON MOTION duly made and seconded, the Board approved the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Samara Scott.

MINUTES

Baltimore Development - Relocation Payment Corporation (BDC)

ACTION REQUESTED OF B/E:

The Board is requested to approve the relocation payment to Flair Hair of 433 Oldtown Mall.

AMOUNT OF MONEY AND SOURCE:

\$9,977.00 - 9910-902879-9601

BACKGROUND/EXPLANATION:

The BDC purchased 433 Oldtown Mall to be included in the Disposition Lot 25B land assembly in accordance with the Oldtown Urban Renewal Plan. As a result it was necessary to relocate the business from this property.

On August 26, 2009, the Board approved \$103,450.00 in relocation expenses for Flair Hair. This was for moving expenses associated with moving of personal property. On November 2, 2009, the Board approved \$73,585.00 for space design, search expenses, and reestablishment expenses. The total amount of this claim is \$9,977.00. This figure was provided by Diversified Property Services, the company with whom the BDC has contracted to assist in this relocation process.

AUDITS REVIEWED AND HAD NO OBJECTION.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 5,054.23 19 th EDF	9910-994001-9600 Constr. Res. Unallocated Reserve	9910-902879-9601 Coml. Revitalization
1,003.37 20 th EDF	9910-905575-9600 Constr. Res. E. Balto. Ind. & Coml. Dev.	9910-902879-9601 Coml. Revitalization

MINUTES

BDC - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
253.24	9910-905575-9600	9910-902879-9601
21 st EDF	Const. Res.	Coml.
	E. Balto. Ind.	Revitalization
	& Coml. Dev.	
3,666.16	9910-904982-9600	9910-902879-9601
22 nd EDF	Const. Res.	Coml. Revitalization
	Coml. Rev. Program	
<u>\$ 9,977.00</u>		

This transfer is for the third claim associated with the business relocation expenses for Flair Hair from 433 Oldtown Mall which is necessary because the City acquired this property as part of the land assembly needed for the redevelopment of Oldtown Mall.

(FILE NO. 57116)

UPON MOTION duly made and seconded, the Board approved the payment of relocation expenses to Flair Hair of 433 Oldtown Mall. 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 Comptroller **ABSTAINED**.

MINUTES

Baltimore Development - Westside Façade Improvement Funding Corporation (BDC)

ACTION REQUESTED OF B/E:

The Board is requested to approve funding for the Downtown Partnership of Baltimore (DPOB) for façade improvements and stabilization of City-owned properties in the Westside.

AMOUNT OF MONEY AND SOURCE:

\$96,867.00 - 9910-906835-9603

BACKGROUND/EXPLANATION:

In September 2010 and July 2011, the DPOB in partnership with the BDC issued a Request for Proposals seeking cost estimates from pre-qualified contracting firms for façade improvements and general stabilization of selected City-owned properties.

The DPOB using its own capital funds in the amount of approximately \$150,000.00 completed improvements on several key and visible Westside City-owned properties.

The BDC seeks to fund the 15 remaining properties included in the RFP responses, which could not be funded by the DPOB in the amount of \$88,061.00 plus 10% for contingencies totaling \$96,867.00.

The DPOB seeks to award the contract to Brinton Building Services, Inc. (Brinton), the lowest bidder pending the approval of additional funds.

MBE/WBE PARTICIPATION:

Brinton is not a MBE/WBE company. However, a MBE company, C.L. McCoy Contracting was selected and completed the scope of work in the previous phase of the project.

THE ACTING DIRECTOR OF FINANCE RECOMMENDED APPROVAL

MINUTES

BDC - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$96,867.00	9910-904115-9600	9910-906835-9603
22 nd EDF	Const. Res.	Westside Project
	22 nd EDF -	Initiative
	West Side	
	Initiative	

This transfer will provide funds for expenses to be incurred by the DPOB for facade improvements to City-owned properties in the Westside Initiative redevelopment area. The properties are located in the 200 block of W Lexington Street, 200 block of Fayette Street, and 400, and 500, blocks of Howard Street.

(FILE NO. 56327)

UPON MOTION duly made and seconded, the Board approved the funding for the Downtown Partnership of Baltimore for facade improvements and stabilization of City-owned properties in the Westside. The transfer of funds was approved subject to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. The Mayor **ABSTAINED**.

MINUTES

Department of Housing and - First Amendment to Land
Community Development Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the first amendment to land disposition agreement (LDA) with Mi Casa, Inc., developer, for the sale of City-owned properties located at 806, 808, 810, 812, 814, 816, 818, 820, 822, 826, 828, 834 (phase two); 702, 706, 708, 710, 712, 714, 716, 718, 722, 724, 732, 734, 736, 738, 715, 717, 733, and 741 East Preston Street (phase three).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This amendment adds environmental review and approval language required by the U.S. Department of Housing and Urban Development (HUD), which is a condition of the Neighborhood Stabilization Program 2 (NSP2) funds provided to Mi Casa, Inc.

On March 16, 2011, the Board approved the LDA with Mi Casa, Inc. for the conveyance of 30 City-owned properties located in the 700 and 800 blocks of East Preston Street for the creation of 30 units for affordable homeownership. Phase two consists of 12 properties in the 800 block of East Preston Street that settled on July 20, 2011, and is currently under construction.

Phase three consists of 18 properties in the 700 block of East Preston Street that are in pre-development and will settle in May 2012. Mi Casa, Inc. has applied for and was awarded \$5,078,000.00 in Federal NSP2 funds to help primarily fund the construction of the homeownership units. HUD has notified Mi Casa, Inc. that as a condition of the NSP2 funding, the LDA needs to include language that the conveyance of Phase Three be contingent on the completion of an environmental review and HUD approval of a request for release of funds. Since Mi Casa, Inc. is the recipient of the NSP2 funds, it is their responsibility to conduct the environmental review, obtain approval from HUD, and notify the City before settlement of phase three proceeds.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

The properties are not subject to Article 5, Subtitle 28 of the Baltimore City Code for the Minority and Women's Business Enterprise Program because they will be sold for less than \$25,000.00.

UPON MOTION duly made and seconded, the first amendment to land disposition agreement with Mi Casa, Inc. was **WITHDRAWN**.

MINUTES

Department of Housing and - Agreements
Community Development (DHCD)

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

1. **BALTIMORE NEIGHBORHOODS, INC.** **\$ 53,609.00**
(BNI)

Account: 2089-208912-5930-435984-603051

Under the terms of this agreement, the BNI will continue to work towards the maintenance of an open housing market, the improvement of tenant/landlord relations, and the promotion of affirmative fair housing practices in the sale and rental of housing. The BNI will also provide outreach and education to inform the public about tenant/landlord issues, fair housing statutes and other civil rights concerns, will refer complaints to the Maryland Commission of Human Relations, and monitor the response of that agency to complaints. The period of the agreement is October 1, 2011 through September 30, 2012.

MWBOO GRANTED A WAIVER.

2. **CASA DE MARYLAND, INC.** **\$124,500.00**

Account: 2089-208912-5930-426426-603051

Under the terms of this agreement, the organization will provide a variety of public services to day laborers and low-wage workers, including permanent and temporary employment placement services, educational program, information and referral services, legal services, representation, and workshops. The services will be provided through the organization's Baltimore Workers' Employment Center, located at 2224 E. Fayette Street in Baltimore City. The period of the agreement is July 1, 2011 through June 30, 2012.

MINUTES

DHCD - cont'd

FOR FY 2012, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$22,260.00, AS FOLLOWS:

MBE: \$2,226.00

WBE: \$1,113.00

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 agreements.

MINUTES

Police Department - Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a grant adjustment notice (GAN) from the Governor's Office of Crime Control and Prevention (GOCCP). This GAN extends the period of the grant award through March 31, 2012.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On December 8, 2010, the Board approved and authorized acceptance of a grant award agreement from the GOCCP for the Baltimore City Sexual Assault Response Program. The period of the award was October 1, 2010 through September 30, 2011.

On May 25, 2011, the Board approved and authorized a GAN from the GOCCP that changed the period of the award to January 1, 2011 through December 31, 2011.

This GAN extends the period of the award through March 31, 2012. All other terms and conditions of the original award will remain in full force and effect.

APPROVED FOR FUNDS BY FINANCE**AUDITS NOTED THE TIME EXTENSION.**

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

MINUTES

Mayor's Office of Human Services - Grant Agreements
Homeless Service Program

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

1. **MARYLAND CENTER FOR VETERANS** **\$1,387,399.00**
EDUCATION AND TRAINING, INC. (MCVET)

Account: 4000-496211-3572-591421-603051

The MCVET will operate a transitional housing facility on a 24-hour per day for 120 homeless veterans. The facility is located at 301 N. High Street. The duration of the stay at the facility will not exceed 24 months. However, the MCVET may grant extensions based on individual client needs and service plans. The services to be provided at the facility will include but are not limited to initial evaluation and assessment of client needs, intensive case management, and counseling services to assess and evaluate the needs of each client. The period of the agreement is November 1, 2011 through October 31, 2012.

2. **UNIVERSITY OF MARYLAND, BALTIMORE** **\$ 326,125.00**
INSTITUTE OF HUMAN VIROLOGY (UMB)

Account: 4000-490811-3573-333657-603051

The UMB will operate housing outreach counseling and case management services to assist HIV positive individuals to obtain residential stability and improve the quality of their lives. All clients will receive primary medical care for their HIV diseases at the Evelyn Jordan Medical Center. The UMB will hire an outreach counselor and a case manager to provide outreach services and address the housing needs of these homeless HIV/AIDS clients. The period of the agreement is July 1, 2011 through June 30, 2012.

MINUTES

Mayor's Office of Human Services - cont'd
Homeless Service Program

3. **AIDS INTERFAITH RESIDENTIAL SERVICES, INC. (AIRS)** **\$1,393,741.00**

Account: 4000-496312-3573-591243-603051

AIRS will provide sponsor-based housing in conjunction with supportive services to 111 homeless clients. AIRS will provide monthly rental assistance payments for monthly rental subsidies, security deposits and/or payment for damage to the property (if applicable) for the benefit of the clients. AIRS will, when selecting a new unit for an eligible client, select a residential unit based on the quality of the neighborhood, location and design of the building, and local regulatory compliance. The period of the agreement is February 1, 2012 through January 31, 2013.

The agreements are late because of the delays at the administrative level.

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 aforementioned grant agreements.

MINUTES

Mayor's Office of Information - License Agreement
Technology (MOIT)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the execution of a license agreement with Verizon Maryland, Inc., Licensor. The period of the agreement is effective upon Board approval until terminated by either party in accordance with the provision of the agreement.

AMOUNT OF MONEY AND SOURCE:

\$200,000.00 - 2042-000000-1474-165700-603013
(not to exceed)

BACKGROUND/EXPLANATION:

The license agreement is for pole attachments conduit occupancy, and/or occupancy of right-of-ways in the State of Maryland. The agreement authorizes the, City to attach its facilities to or place them on the Licensor's poles, conduits and right-of-ways.

The total attachment and occupancy fees will be based upon the number of poles and duct feet of conduit system for which the Licensor issues licenses to the City. The annual cost per Pole Attachment is \$7.43. The annual cost of conduit per foot of cabling placed is \$3.00. The Licensor may adjust these fees annually, subject to the City's right to terminate in response.

MOIT anticipates potentially using up to 40 Poles and up to 3,234 feet of conduit, a total annual fee of less than \$300.00 for pole attachments, and less than \$10,000.00 for conduit feet.

The other ten Maryland jurisdictions entering into substantially the same license agreement will pay the same rates as Baltimore City but will use many more poles and conduit cabling. Subject to prior City authorization, Verizon may also charge a one-time time and materials application and engineering service fee for

MINUTES

MOIT - cont'd

Each pole or conduit. This contract primarily has no direct involvement with telecommunication services. Although, the overhead fiber may be used to serve some of the City's telecommunication needs as the City migrates to Voice Over Internet Protocol (VOIP). Although the license agreement has no termination date, MOIT requests that the Board approve a total cost not exceeding \$200,000.00.

The City's use of the Licensor's poles and conduits is part of the One Maryland Broadband Network (OMBN), a planned 1,294 mile fiber optic broadband network that will link 1,006 government facilities and community "anchor institutions" in every county in the State, while interconnecting and extending three independent networks: networkMaryland, the statewide network operated by DoIT, the Inter-County Broadband Network (ICBN), a consortium of 10 central Maryland counties and cities, including Baltimore City, and the Maryland Broadband Cooperative, a rural non-profit carrier.

The City is a member of the ICBN. The ICBN has also negotiated a similar agreement with the Baltimore Gas and Electric (BGE) for licensing of poles and conduits. Verizon Maryland, Inc. and the BGE will work in collaboration on all poles. A separate agreement pertaining to the BGE will be presented to the Board at a later date. The OMBN will be built with \$115,240,581.00 in grant funding awarded in September 2010 through the federal Broadband Technology Opportunities Program.

APPROVED FOR FUNDS BY FINANCE

(FILE NO. 55899)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the license agreement with Verizon Maryland, Inc. The President **ABSTAINED**.

MINUTES

Health Department - Employee Expense Report

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense report for Ms. Toni Vaughn, Community Health Nurse for uniform expenses during the month of February 2012.

AMOUNT OF MONEY AND SOURCE:

\$191.64 - 4000-425512-3110-306700-604003

BACKGROUND/EXPLANATION:

Ms. Vaughn's expense statement was lost during the routing process.

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 Department apologizes for the lateness

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. Toni Vaughn, Community Health Nurse for uniform expenses during the month of February 2012.

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.

1. TOTAL HEALTH CARE, INC. \$ 38,526.00

Account: 4000-424512-3023-274435-603051

The organization will provide initial psychosocial services to 211 HIV/AIDS infected individuals. The services will include assessments to identify barriers to adherence to maintaining engagement with medical/care management services and provide service care plans to address and resolve identified barriers to adherence.

2. TOTAL HEALTH CARE, INC. \$ 89,064.00

Account: 4000-424512-3023-274432-603051

The organization will provide on-site non-medical case management services at all of the clinic sites that currently provide early intervention HIV primary medical services to 211 HIV/AIDS infected individuals. Included in these services are active and passive referrals according to patient needs and requests, monitoring of linkage to these referrals, adjustment planning for any unfulfilled linking of referrals, and routine monitoring of patient service care plan progress.

MWBOO GRANTED A WAIVER.

3. AIDS INTERFAITH RESIDENTIAL SERVICES, INC. \$ 50,325.00

Account: 4000-424512-3023-274421-603051

The organization will provide a community education program. Project ENGAGE (Educate, Nurture, Guide, Anticipate, Grow, Empower) is a multi-session educational program designed to provide agency clients who are HIV/AIDS positive with useful and critical information about their illness, community resources and their personal needs in a friendly and familiar setting.

MWBOO GRANTED A WAIVER.

MINUTES

Health Dept. - cont'd

4. THE JOHNS HOPKINS UNIVERSITY (JHU) \$ 82,733.00

Account: 4000-424512-3023-274430-603051

The JHU will provide HIV primary care, train and educate providers in HIV care, and conduct research to advance treatment and prevention of HIV infection. The JHU will also provide substance abuse services to 25 new clients, substance abuse services to 95 unduplicated clients, and provide 300 substance abuse visits to therapists and provider clinicians. The JHU will offer 400 substance abuse counseling visits and conduct 48 substance abuse group counseling sessions.

MWBOO GRANTED A WAIVER.

The agreements are late because the Infectious Disease and Environmental Health Administration (IDEHA) programmatically manages Ryan White Part B services. The IDEHA selects the providers through a competitive Request for Proposal process. The providers submit a budget, budget narrative, and scope of services. The Health Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are often times revised because of inadequate information from the providers. This review process is required to comply with the grant requirements.

5. THE JOHNS HOPKINS UNIVERSITY (JHU) \$108,160.00

Account: 1001-000000-3030-271500-603051

The JHU will provide the services of a physician who will serve as a medical officer. This individual will provide a variety of public health, research and clinical expertise and assistance in the area of sexually transmitted diseases, HIV, and tuberculosis.

MINUTES

Health Dept. - cont'd

The agreement is late because the funds were awarded late in the grant year and the Department recently received an acceptable budget from the provider.

MWBOO GRANTED A WAIVER.

6. THE JOHNS HOPKINS UNIVERSITY (JHU) \$ 225,000.00

Account: 4000-422012-3030-513220-603051

The JHU will provide services in the area of Expanded HIV testing. The JHU has been working towards expanding the role of HIV testing in emergency care and integrating HIV testing into routine healthcare practices. The Johns Hopkins Medical institutions, including the Johns Hopkins Hospital Emergency Department and The Johns Hopkins Bayview Medical Center, represent an ideal venue for providing the stated goals described by the current Center for Disease Control HIV testing guidelines.

The agreement is late because of an oversight in processing by the Baltimore City Health Department. The Department apologizes for this oversight.

MWBOO GRANTED A WAIVER.

7. BALTIMORE MEDICAL SYSTEM, INC. (BMSI) \$ 40,000.00

Account: 5000-530312-3041-605800-603051

The BMSI will work with the Baltimore City Health Department to reduce tobacco use among adults, young adults, and women to promote cessation services and to reduce secondhand smoke exposure in the home.

The agreement is late because it was awarded late in the fiscal year.

MINUTES

Health Dept. - cont'd

8. **BALTIMORE MEDICAL SYSTEM, INC. (BMSI)** **\$100,000.00**

Account: 5000-519912-3041-606200-603051

The BMSI will enroll 200 unduplicated minority adults at risk for cardiovascular disease and diabetes. The BMSI will perform 100% screening of 200 recruited patients for blood pressure, diabetes and body mass index. The BMSI will also provide a health education intervention on nutrition, physical activity and tobacco use. Sessions will be provided in a group setting or one-on-one during clinic visits or outreach contacts.

The agreement is late because the Department was waiting for a scope of work and budget.

MWBOO GRANTED A WAIVER.

9. **HEALTHCARE ACCESS MARYLAND, INC. (HCAM)** **\$ 60,302.00**

Account: 4000-498812-3080-284000-603051

The HCAM formerly known as Baltimore Healthcare Access, Inc. was established to assist City residents in the transition from Medicaid fee-for-service to a managed care system called HealthChoice. The HCAM employees connect clients to needed services and help them navigate the managed care system. The HCAM will provide data entry support to ensure that all pregnant women and infant referrals outreached by other HCAM programs are entered into the Insight Database used by the Baltimore City Health

MINUTES

Health Dept. - cont'd

Department's Maternal and Child Health and Maternal and Infant Nursing. The period of the agreement is January 1, 2012 through June 30, 2012.

MWBOO GRANTED A WAIVER.

The agreement is late because it was just completed.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned agreements. The President **ABSTAINED** on item nos. 4, 5, and 6.

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

The Board is requested to approve and authorize execution of a commercial lease agreement with the B&O Railroad Museum, Inc. The period of the agreement is March 1, 2012 through February 28, 2015.

AMOUNT OF MONEY AND SOURCE:Annual Rent

\$23,000.00 - Yr. 1
 23,000.00 - Yr. 2
 23,000.00 - Yr. 3
\$69,000.00 - 9950-905760-9508-900000-706099

BACKGROUND/EXPLANATION:

The Department of Transportation will enter into a lease with the B&O Railroad Museum, Inc. The B&O Railroad Museum, Inc, (lessor) has agreed to lease to the City of Baltimore (lessee), a portion of the premises situated in the City of Baltimore. The premises are described as an unimproved surface parking lot of approximately 2.93 acres located at 1100 James Street.

The lessor demises the premises for a term of three years, for the sum of \$23,000.00 annually. The lease payment will be made annually no later than the anniversary of the commencement date. The City may renew in five-year increments thereafter for 20 years.

Except with regard to snow removal, all operating and utility expenses will be borne solely by the lessee. The lessee will use and occupy the premises for the sole purpose of creating a "fringe parking facility" for use of motor coaches. Except with written permission of the lessor the purpose of the parking lot is not to change. Any improvements to the parking lot must be

MINUTESSpace Utilization Committee - cont'd

approved by the lessor and will be made at the expense of the lessee.

The lease agreement was approved by the Space Utilization Committee at its meeting of February 28, 2012.

Department of Transportation:

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$69,000.00	9950-944002-9507	9950-905760-9508-6
State	Constr. Reserve	Structure & Improvements
	Un-allotted	Baltimore City Bus
		Tour Facility

This transfer will fund the costs associated with the lease payment of \$69,000.00 to B&O Railroad Museum, Inc. for an unimproved surface parking lot of approximately 2.93 acres located at 1100 James Street.

(FILE NO. 55435)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the commercial lease agreement with the B&O Railroad Museum, Inc. 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.

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

The Board is requested to approve a refund of real property taxes for Mr. Charles W. Bryant, Jr., claimant.

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

<u>Claimant</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
1. CHARLES W. BRYANT,	1350 Crofton	2008/2009	\$1,815.88
JR.	Road	2009/2010	2,053.40
		2010/2011	<u>1,985.62</u>
		Total Refund	\$5,854.90

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

Mr. Bryant filed his application on February 8, 2012.

UPON MOTION duly made and seconded, the Board approved the refund of real property taxes for Mr. Charles W. Bryant, Jr., claimant.

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:

0000 - 0000

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

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

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

- 1. B50001868, SCBA Draeger Safety Inc. \$3,250,000.00
Equipment and
Supplies

MWBOO GRANTED A WAIVER.

Department of Transportation

- 2. TR 12005, Re- Santos Construction \$ 776,895.00
construction of Co, Inc.
Alleys Various
Locations

MBE: Machado Construction \$163,147.95 21.00%
Co., Inc.

WBE: McCall Trucking, Inc. \$ 54,382.65 7.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$439,528.08 MVR	9950-903300-9504 Constr. Reserve Tree Root	
124,695.84 MVR	9950-909200-9504 Constr. Reserve Footways	
329,205.33 <u>Others</u>	9950-909200-9504 Constr. Reserve Footways	
\$893,429.25		

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSDepartment of Transportation - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$776,895.00	-----	9950-905441-9504-6 Struc. & Improv.
77,689.50	-----	9950-905441-9504-5 Inspections
<u>38,844.75</u>	-----	9950-905441-9504-2 Contingencies - Reconstr. of Alleys Citywide
<u>\$893,429.25</u>		

This transfer will cover the costs associated with the award of TR 12005 to Santos Construction Co., Inc.

MINUTES

Office of the Mayor - Governmental/Charitable
Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to approve a governmental/charitable solicitation application to the Board of Ethics of Baltimore City to benefit Baltimore-Piraeus Sister City Committee (BPSCC) for the annual Greek Week celebration. The period of the campaign is March 05, 2012 through December April 05, 2012.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction. The collected funds will be deposited and expenditures paid through Baltimore City 'G' account - 1001-000000-0000-000000-270091.

BACKGROUND/EXPLANATION:

The BPSCC is one of the volunteer committees formed or to be formed under the auspices of the Office of the Mayor and Sister Cities International for the purpose of strengthening partnerships between Baltimore City and international communities. The committees strive to build global cooperation at the municipal level, promote cultural understanding, and stimulate economic development. Through volunteers the committees motivate and empower private citizens, municipal officials and business leaders to conduct long-term sister city programs.

This is the second annual Greek Week celebrating all things Greek in the Baltimore area. Restaurants and other businesses pay \$150.00 or less registration fee. Activities include kick off events, lectures, olive oil tastings, and demonstrations. Sponsorship opportunities are also available.

The funds are used to defray the costs of postcard advertisements, banners and other items used for publicizing the week-long event. Any additional monies will support various activities of the committee - educational, cultural and community oriented.

MINUTES

Mayor's Office - cont'd

The Board of Ethics of Baltimore City requires approval from the Board of Estimates before approval of the submitted Ethics Board application. This is the first time that this is being requested for Greek Week in compliance with this directive.

Baltimore City Code Article 8, Section 6-26, prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that are for the benefit of an official governmental program or activity, or a City-endorsed charitable function or activity that has been pre-approved by the Ethics Board. Ethics Regulation 96.26B sets out the standards for approval, which includes the requirement that the program, function, or activity to be benefited and the proposed solicitation campaign must be endorsed by the Board of Estimates or its designees.

(FILE NO. 57133)

UPON MOTION duly made and seconded, the Board approved the governmental/charitable solicitation application to the Board of Ethics of Baltimore City to benefit Baltimore-Piraeus Sister City Committee for the annual Greek Week celebration. The Mayor

ABSTAINED.

MINUTES

Office of the Mayor - Governmental/Charitable
Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to approve a governmental/charitable solicitation application that has been conditionally approved by the Board of Ethics of Baltimore City to benefit the Baltimore City Foundation, Inc. for the 2012 African American Festival Campaign. The period of the campaign is effective upon Board approval through December 31, 2012.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction. The collected funds will be deposited and expenditures paid through the Baltimore City Foundation's 171-00 Mayor-African American Festival account.

BACKGROUND/EXPLANATION:

The African American Festival is a celebration of the cultural heritage and diversity of Baltimore's African Americans and their descendants. It is a celebration of life, music, and culture over the last 30 years it has been the largest African American festival on the east coast. This festival attracts all ages and brings together a demographic distribution of incomes, ages, education, and gender. The African American Festival is an opportunity for local and national sponsors to reach a large targeted audience in a unique and positive environment. The 2012 African American Festival will be held on Saturday, July 7 through Sunday, July 8, 2012 at M & T Bank Stadium.

The Board of Ethics of Baltimore City approved the application, subject to the following conditions:

MINUTESOffice of the Mayor - cont'd

1. Before any donation from a "controlled donor" (i.e., any person who does or seeks to do business with any agency of the City, or whose activities are regulated or controlled by any agency of the City, or who otherwise falls within the scope of City Code Article 8, §6-26(a) (1) through (5)) may be accepted, the proposed campaign must be endorsed by the Board of Estimates (or its designee). A copy of the Board of Estimates endorsement must be provided to the Ethics Board before any solicitations are made.
2. The Campaign must be conducted in accordance with the standards, terms, and conditions set forth in Board Regulation 06.26 and the submitted application.
3. Public servants must only solicit potential donors who have been identified as likely sponsors by the African American Festival's outside executive director and media consultants using criteria unrelated to the potential donor's relationship with City government. Public servants are not to be involved in the process of selecting potential donors to be solicited, though they may, at their discretion, decline to solicit any potential donor identified by the outside promotion team.
4. Periodic reports (once every 2 months) and a final report (within 30 days after all solicitations and anticipated donations) must be filed with the Board of Ethics of Baltimore City on Ethics Form 627.

MINUTES

Office of the Mayor - cont'd

5. This approval is limited to the calendar year ending December 31, 2012. After that date, a new application will be required for any additional solicitation efforts.

(FILE NO. 57133)

UPON MOTION duly made and seconded, the Board approved the governmental/charitable solicitation application that has been conditionally approved by the Board of Ethics of Baltimore City to benefit the Baltimore City Foundation, Inc. for the 2012 African American Festival Campaign. The Mayor **ABSTAINED**.

MINUTES

Parking Authority - Agreement for Software, Software
Subscription Agreement, and an
Application End-user License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an agreement for software, a software subscription agreement, and an application end-user license agreement with Inet, Inc. (Iparq). The period of the agreement will begin on the effective date and continue for five years from the launch date, with two one-year renewal options at the sole discretion of the City.

AMOUNT OF MONEY AND SOURCE:

\$239,530.00 - 2076-000000-2321-253300-60700
- System Implementation

\$ 54,000.00 - 2076-000000-2321-253300-607001
- Annual Service and Licensing Fee

BACKGROUND/EXPLANATION:

The three agreements are interrelated and together create the desired relationship, between the Parking Authority of Baltimore City (PABC) and Iparq.

A primary service provided by the PABC is the administration of the Residential Permit Parking Program (RPP). The RPP was established in 1979 in the Oakenshawe neighborhood, primarily to minimize the problems created by Union Memorial Hospital employees parking within the residential areas of Oakenshawe. The initial RPP Program was successful, and the program has since expanded to a total of 43 RPP areas, with continued growth expected. In 2011, the PABC issued a total of 35,000 RPP permits.

MINUTES

PABC - cont'd

For 24 years, the tracking of all information relating to applications, and the administration of the program has been performed manually. In 2003, a computer program and database was introduced to facilitate the storage of required information, and allow for on-line application for RPP permit renewals. That program performed adequately, but demonstrated certain limitations when the PABC sought to meet further needs of the RPP Program.

The PABC procured a new software system for the RPP program via competitive bidding and with approval of the contract by the Board on January 23, 2008. The system is currently in use and has performed adequately, but there are limitations that the PABC believes may be overcome with the adoption of a new system.

In 2010, the PABC advertised an RFP to solicit proposals from firms capable of providing software products that could meet the growing needs of the RPP Program. The PABC received three responsive proposals.

The PABC established a panel to review all proposals. The panel consisted of Steve Johnson, RPP Area #28 Representative and Chairman of the Residential Permit Parking Advisory Board; Dave Hirst, RPP Area #19 Representative; Marsha Parham, RPP Area #1 Representative; Tricia Leist, the Mayor's Office of Information Technology; Theresa Webb, Manager of Permits and Regulations, PABC; and Nikki Philips, Accountant III, PABC (together the "Panel").

The Panel met several times for a few hours each time and all responsive proposals were reviewed in detail. After discussions of the pros and cons of each proposal, the Panel invited the three vendors to present their programs, to allow hands-on use of the programs, and to answer any questions. After the presentations, the Panel reevaluated the cost, the hosting, the features, and how the programs were able to meet the PABC's needs. The Panel believed that the system offered by Iparq was the strongest.

MINUTES

PABC - cont'd

The Panel recommended Iparq as the strongest proposal representing the best value to the PABC Board of Directors. The PABC Board approved the Panel's recommendation and called for the negotiation of an agreement with Iparq.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

(FILE NO. 55987B)

UPON MOTION duly made and seconded, the Board approved and authorized the agreement for software, the software subscription agreement, and the application end-user license agreement with Inet, Inc.

MINUTES

Bureau of Water and Wastewater - Employee Expense Report

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense report for mileage for Ms. Angela Cornish for the month of September 2011.

AMOUNT OF MONEY AND SOURCE:

\$86.58 - 9956-904529-9551-900010-705050

BACKGROUND/EXPLANATION:

The request is late because the expense report that Ms. Cornish submitted for September 2011 was returned for correction. The resubmitted request exceeded the 40-day limit for acceptance and approval.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expense report for Ms. Angela Cornish. The President **ABSTAINED**.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|--|-------------|-------------|
| 1. THE BALTIMORE SUN | \$34,065.00 | Sole Source |
| Solicitation No. 08000 - Tax Sale Ad 2012 - Department of Finance - Req. No. R594454 | | |

This purchase is for the Bureau of Treasury Management's annual tax sale advertisement. The Baltimore Sun is currently the only local newspaper with the circulation necessary to reach the largest possible audience in Baltimore City and Baltimore County. A smaller ad will be competitively bid for newspapers with niche market circulations.

- | | | |
|--|--------------|---------|
| 2. ARROWHEAD FORENSICS | \$ 35,000.00 | Renewal |
| Solicitation No. 06000 - Evidence Pouches - Police Department - Req. No. R540506 | | |

On March 10, 2010, the Board approved the initial award in the amount of \$35,000.00. The award contained three 1-year renewal options. On February 16, 2011, the first renewal in the amount of \$35,000.00 was approved. This renewal in the amount of \$35,000.00 is for the period March 10, 2012 through March 9, 2013, 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 (e)(i) of the City Charter, the procurement of the equipment and or service is recommended.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|--|---------------------|-----------------|
| 3. <u>HERSEY METERS CO., LLC</u> | <u>\$750,000.00</u> | <u>Increase</u> |
| Solicitation No. B50000563 - Fireline Water Meters -
Department of Public Works, Bureau of Water and Wastewater -
P.O. No. P509834 | | |

On September 10, 2008, the Board approved the initial award in the amount of \$249,470.00. The award contained two 1-year renewal options. Subsequent actions have been approved. An increase is necessary due to increased usage of the contract. This increase in the amount of \$750,000.00 will make the award amount \$1,799,470.00.

MWBOO GRANTED A WAIVER.

- | | | |
|---|----------------------|------------------|
| 4. <u>DSI, INCORPORATED</u> | <u>\$ 100,000.00</u> | <u>Extension</u> |
| Solicitation No. B50000338 - Requirements for Pump Repairs at
Water and Wastewater Facilities - Department of Public Works,
Bureau of Water and Wastewater - P.O. No. P501694 | | |

On March 12, 2008, the Board approved the initial award in the amount of \$50,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. A new Solicitation for this requirement B50002316 has been issued with bids due on March 28, 2012. An extension of this contract is needed to maintain continuity of services until a new contract is put in place. This extension in the amount of \$100,000.00 is for the period March 19, 2012 through June 30, 2012.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

5. ONE CALL CONCEPT

<u>LOCATING SERVICES, INC.</u>	<u>\$1,500,000.00</u>	<u>Renewal</u>
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Solicitation No. B50000935 - Utility Relocate/Marking and Related Work - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P507602

On April 08, 2009, the Board approved the initial award in the amount of \$1,103,450.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$1,500,000.00 is for the period April 8, 2012 through April 7, 2013.

MBE: PAJ Business Staffing 10%

WBE: Boomerang Consulting, 3%

MWBOO FOUND VENDOR IN COMPLAINEE.

6. MARCON ENGINEERING

<u>SERVICES, INC.</u>	<u>\$ 700,000.00</u>	<u>Renewal</u>
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Solicitation No. B50001081 - Marine Repair Service, Maintenance and Parts - Department of General Services, Bureau of Solid Waste - P.O. No. P509356

On July 15, 2009, the Board approved the initial award in the amount of \$700,000.00. The award contained one two-year renewal option. Subsequent increases have been approved by the Board. This renewal in the amount of \$700,000.00 is for the period July 1, 2012 through June 30, 2014.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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| 7. | <u>DUROBAG</u> | \$ 85,000.00 | Renewal |
| Solicitation No. B50000414 - Paper Lawn & Leaf Bags - Agencies - Various P.O. No P502286 | | | |

On May 21, 2008, the Board approved the initial award in the amount of \$120,530.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$85,000.00 is for the period May 1, 2012 through April 30, 2013.

MWBOO GRANTED A WAIVER.

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| 8. | <u>SEFAC</u> | \$ 0.00 | Renewal |
| Solicitation No. 08000 - O.E.M. Parts and Service for Sefac Mobile Vehicle Lifts - Department of General Services, Fleet Management Division - P.O. No. P509845 | | | |

On July 1, 2009, the Board approved the initial award in the amount of \$150,000.00. The award contained two 1-year renewal options. This renewal is for the period July 1, 2012 through June 30, 2013, 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 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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| 9. <u>JOHNSON & TOWERS</u>
Solicitation No. 08000 - OEM Parts and Service for Allison Transmissions - Department of General Services, Fleet Management Division - P.O. No. P508438 | \$ 400,000.00 | Renewal |
|---|---------------|---------|

On June 3, 2009, the Board approved the initial award in the amount of \$400,000.00. The award contained two 1-year renewal options. On January 11, 2012, the Board approved an increase in the amount of \$300,000.00. This renewal in the amount of \$400,000.00 is for the period June 4, 2012 through June 3, 2013, with one 1-year renewal option remaining.

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| 10. <u>BROWN'S COMMUNICATIONS</u>
<u>INC.</u>
Solicitation No. 06000 - Fire Station Alerting System (FSA) Maintenance and Repairs Agreement - Fire Department - Req. No. R585603 | \$150,000.00 | Selected Source/
Agreement |
|--|--------------|-------------------------------|

The Board is requested to approve and authorize execution of an agreement with Brown's Communications, Inc. The period of the agreement is effective upon Board approval for three years.

This agreement will provide (FSA) maintenance and repairs not included in the 800 MHz Systems Maintenance Agreement with Motorola Solutions, Inc. This vendor is uniquely knowledgeable of the configuration of the City's interrelated systems.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

11. VOLVO CONSTRUCTION

<u>EQUIPMENT & SERVICES</u>	<u>\$ 0.00</u>	<u>Renewal</u>
Solicitation No. 08000 - O.E.M. Parts and Service for Ingersol Rand Equipment - Department of General Services, Fleet Management Division - P.O. No. P508320		

On May 20, 2009, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. This renewal is for the period May 20, 2012 through May 19, 2013, 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 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

A PROTEST WAS RECEIVED FROM BALTIMORE ZIONIST DISTRICT.

12. FRANK QUINN COMPANY

<u>\$ 0.00</u>	<u>Renewal</u>
Solicitation No. 08000 - O.E.M. Parts and Service for Quinn Generators & Electrical Equipment - Department of General Services, Fleet Management Division - P.O. No. P508427	

On May 20, 2009, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. This renewal is for the period May 20, 2012 through May 19, 2013, 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 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

BALTIMORE ZIONIST DISTRICT



BEACHAM SQUARE
3655-B OLD COURT ROAD, STE. 24
BALTIMORE, MD 21208-3963
(410) 484-4510
(410) 356-9395 (FAX)
EMAIL: INFO@BZDISRAEL.ORG
WWW.BZDISRAEL.ORG

March 6, 2012

Mayor Stephanie Rawlings-Blake
City Council President Bernard C. Young
City Comptroller Joan M. Pratt
City Solicitor George Nilson
Director of Public Works, Col. Alfred H. Foxx, Jr.
City Hall, 100 Holliday Street
Baltimore, MD 21202

Re: Renewal of the City's Contract with Volvo

Dear Members of the Baltimore City Board of Estimates:

For the reasons set forth below, the Baltimore Zionist District urges the Board of Estimates to reject the proposed renewal of the contract between the City's Department of General Services and Volvo Construction Equipment & Services (Solicitation No. 0800), a company which does business in Iran. The proposed renewal, which is on the agenda for the upcoming March 7 meeting, is for the period May 20, 2012 through May 19, 2013, with one 1-year renewal option remaining.

Volvo Construction & Equipment sells wheel loaders, backhoe loaders, excavators, articulated haulers, motor graders, milling equipment, pavers, and compactors in Iran through its dealer, Parsian Pishro Sanat. Volvo proudly trumpets its relationship with Iran; its website states that the 60,000 Volvo trucks which have been delivered to Iran since 1934 positions Volvo to today being "the leading heavy truck company in Iran." Volvo's exports of trucks to Iran set a record in 2011, and were more important market for Volvo than both Canada and Sweden.

As I am sure you are aware, Iran is ruled by a theocratic regime which has a long and brutal record of suppressing its own citizens by persecuting, imprisoning and killing human rights defenders, political activists, and ethnic and religious minorities. Iran's role as the world's foremost state sponsor of terrorism has resulted in hundreds of American deaths at the hands of Hezbollah, the Taliban and other extremist groups, who are trained, armed and financed by Iran. Most ominously, Iran is pursuing a nuclear weapons program which poses a direct threat to the interests of America and its allies, and an existential threat to the State of Israel.

Companies like Volvo which do business with Iran are necessarily propping up the regime by providing it with the resources to pursue its destructive external goals and to suppress any internal opposition. Moreover, the willingness of companies like Volvo to defy international

opinion by doing business with Iran encourages Iran to do the same by such conduct as defying the demand of international inspectors that Iran open up its nuclear program for inspection. By declining to renew the pending contract with Volvo, the City of Baltimore sends a message that it stands in solidarity with the policy of the Obama administration to isolate Iran and its enablers.

Thank you for considering this request, and please feel free to contact me at (443) 226-1351 with any questions or comments.

Sincerely,

Jay Bernstein

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

13. WEST PUBLISHING CORPORATION	\$24,000.00	Ratification
	<u>16,000.00</u>	Term Purchase
	\$40,000.00	Order

Solicitation No. 06000 - Investigative Software - Police Department - Req. No. Various

Due to a delay in the evaluation and award of a competitive solicitation for this requirement (B50002166), this contract expired on November 25, 2011. However, the vendor continued to provide services to meet the City's needs. It is requested that the expenditure from November 26, 2011 through March 7, 2012 be ratified and that a term purchase order be approved under the same terms and conditions as the original contract to allow time for the evaluation and award process to be completed. The period of the term purchase order is March 8, 2012 through April 30, 2012.

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

MWBOO GRANTED A WAIVER.

14. ALBAN TRACTOR	\$150,000.00	Increase
Solicitation No. 08000 - O.E.M. Parts and Service for Caterpillar Equipment - Department of General Services, Fleet Management Division - P.O. No. P510078		

On September 2, 2009, the Board approved the initial award in the amount of \$150,000.00. The award contained two 1-year renewal options. Subsequent increases have been approved. Additional funds are necessary due to an increase in usage of parts and service. This increase in the amount of \$150,000.00 will make the award amount \$310,000.00.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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

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|---|--------------|-----------------------------------|
| 15. ALLIANT STAFFING, INC. | \$ 21,168.00 | Increase and Assignment Agreement |
| Solicitation No. 06000 - Radiology Technician Services - Health Department - P.O. No. P517544 | | |

The Board is requested to approve and authorize execution of the consent to an assignment agreement with Alliant Staffing, LLC. The period covered is November 13, 2011 through May 24, 2012 with three 1-year renewal options.

On June 22, 2011, the Board approved the initial award to First Assist, Inc. in the amount of \$20,000.00. Alliant Staffing, LLC has acquired their rights, title, interest in and tangible personal property, and is requesting assignment of Solicitation No. 06000, Radiology Technician Services. The Assignment Agreement has been signed by First Assist, Inc. and Alliant Staffing, LLC. This increase in the amount of \$21,168.00 is necessary due to anticipated increase in usage. This increase will make the award amount \$41,168.00.

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

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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UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases, and extensions to contracts, ratifications, and agreements. Item no. 11 was withdrawn. The President **ABSTAINED** on item nos. 3, 4, and 5.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore Police Department</u>			
1. Margaret R. Barillaro	Commission on Accreditation for Law Enforcement Agencies Mobile, AL March 20 - 23, 2012 (Reg. Fee \$610.00)	Asset Forfeiture Funds	\$1,846.78

The allowed subsistence for this area is \$145.00 per day. The cost of lodging is \$159.00 per night plus, room tax in the amount of \$22.26 per night. Therefore, the Department is requesting an additional \$14.00 per day for hotel cost and an additional \$40.00 per day for meals. The additional amount of \$162.00 has been included in the total.

Health Department

2. Stacey Tuck Sharon Rumber Rebecca Dineen Paula Ladson - Gillis	Nurse Family Partnership Administrator Orientation Denver, CO *March 10 - 13, 2012 (Reg. Fee \$0.00)	DHMH Home Visiting Grant	\$3,503.64
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The airfare has been prepaid on City issued credit card assigned to D. Harvey in the amount of \$347.60 per attendee for a total of \$1,390.40. The disbursement to each of the attendees will be in the amount of \$528.31.

*The attendees will be responsible for the cost of lodging and food for March 10, 2012. The airfare is not impacted by the Saturday departure.

MINUTES

TRAVEL REQUESTS

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

MINUTESSpace Utilization Committee - Amendment to Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to lease agreement with Stenerson Corporation, tenant, for the rental of the property known as Beaver Dam Run, consisting of approximately 2.427 acres of land, more or less. The amendment extends the lease agreement through March 31, 2017.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Equal Monthly Installments</u>
\$2,820.84	\$235.07

BACKGROUND/EXPLANATION:

On November 6, 2002, the Board of Estimates approved the original lease agreement with the tenant, for a term of five years, commencing April 1, 2002 and terminating March 31, 2007, with the option to renew for one additional 5-year period. The tenant is currently in its last year of its 5-year renewal period which commenced on April 1, 2007 and terminates on March 31, 2012. The site is used as a traverse point for trucks and other motorized vehicles related to the tenant's business.

This amendment to lease agreement will extend the period of the lease agreement for an additional five years, commencing April 1, 2012 and terminating March 31, 2017, and reduce the percentage rate for the annual rent increase from 4% to 3%. The percentage is being decreased because of the deteriorating condition of the site and the tenant is responsible for making all repairs. All other rental, conditions, and provisions of the original lease agreement approved on November 6, 2002 will remain in full force and effect.

MINUTES

Space Utilization Committee - cont'd

The Space Utilization Committee approved this amendment to lease agreement at its meeting of February 28, 2012.

(FILE NO. 55591)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to lease agreement with Stenerson Corporation, tenant, for the rental of the property known as Beaver Dam Run.

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

The Board is requested to approve and authorize execution of a lease agreement with St. Vincent DePaul of Baltimore, Inc., tenant, for the rental of the property known as the Oliver Multi-purpose Center, containing approximately 5,649 square feet of space, located at 1400 E. Federal Street, 1st floor. The period of the agreement is January 01, 2012 through December 01, 2012 with an option to renew for one additional one-year term.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$28,748.93	\$2,395.74

BACKGROUND/EXPLANATION:

The tenant will use the leased premises for the purpose of operating a childcare center, Monday through Friday, 7:00 A.M. to 6:00 P.M. The tenant will be responsible for taxes, janitorial services, maintenance and repairs, renovations and improvements, ADA compliance, liability insurance, interior painting, maintenance of playground equipment, permits and licensing, visitors in the leased premises, provision of its own source of drinking water, and will not keep gasoline or other flammable, ignitable, or explosive substance in the leased premises.

The lease agreement is late coming to the Board due to the delay of St. Vincent DePaul of Baltimore, Inc. signing the agreement.

MINUTES

Space Utilization Committee - cont'd

The Space Utilization Committee approved this lease at its meeting on February 28, 2012.

(FILE NO. 56631)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with St. Vincent DePaul of Baltimore, Inc., tenant, for the rental of the property known as the Oliver Multi-purpose Center. The President **ABSTAINED.**

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

The Board is requested to approve and authorize execution of a lease agreement with Harford County, Maryland and Howard County, Maryland, tenants, for the rental of the basement of the premises known as 88 State Circle. The space consists of 423.6 sq. ft. The period of the lease agreement is December 1, 2011 through November 30, 2012, with the option to renew for two additional one-year terms.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$9,268.08	\$772.34

BACKGROUND/EXPLANATION:

The demised premises will be used for office and storage space. The landlord will provide utilities and maintenance. The tenant will be responsible for janitorial, insurance, and minor repairs.

The lease agreement is late because of delays at the administrative level.

The Space Utilization Committee approved this lease agreement at its meeting of February 28, 2012.

(FILE NO. 55165)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with Harford County, Maryland and Howard County, Maryland, for the rental of the basement of the premises known as 88 State Circle.

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

The Board is requested to approve and authorize execution of a lease agreement with the State of Maryland, tenant, for the rental of five acres of the property known as Liberty Reservoir A/K/A Liberty Range. The period of the lease agreement is March 1, 2012 through February 28, 2014.

AMOUNT OF MONEY AND SOURCE:

\$1.00 if demanded

BACKGROUND/EXPLANATION:

The leased premises will be used as a firearms training range for the Maryland State Police. The tenant will be responsible for utilities, all repairs, installation of lines or special wiring for telephone, and electric or communications equipment. The tenant will store all ammunition in a locked vault at all times when not being used for firearms practice and maintain and plant grass seeds or shrubbery. The tenant will also allow law enforcement officers, i.e., the Baltimore City Police and the Department of Public Work's (DPW) Watershed Rangers to train on the demised premises, allow the DPW's Watershed Rangers to park their law enforcement vehicles in the parking area, and assist with services as requested by the DPW Watershed Rangers. In addition, the tenant will develop a Lead Management Plan in conjunction with the Maryland Department of the Environment and the DPW. The plan will include a lead recovery and recycling schedule.

The Space Utilization Committee approved this lease agreement at its meeting of February 28, 2012.

MINUTES

Space Utilization Committee - cont'd

(FILE NO. 55410)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with the State of Maryland, for the rental of five acres of the property known as Liberty Reservoir A/K/A Liberty Range.

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

The Board is requested to approve and authorize execution of a lease agreement with the East Baltimore Enterprise, Inc., landlord, for the rental of a portion of the building known as Chance Center (building), located at 301 N. Gay Street, being on the first floor, and consisting of approximately 800 sq. ft. of office space. The period of the lease is July 1, 2011 through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$12,325.00	\$1,027.08

BACKGROUND/EXPLANATION:

On July 16, 2008, the Board approved the lease agreement between the East Baltimore Enterprise, Inc. and the City (tenant) for 301 N. Gay Street. The period of the original lease agreement was July 1, 2008 through June 30, 2010. On June 17, 2010, the Board approved an amendment that changed the renewal term of the lease from two years to one year. The amended renewal period was from July 1, 2010 through June 30, 2011. The lease has not been otherwise modified and remains ratified and confirmed.

The lease agreement is late because of delays at the administrative level.

MINUTESSpace Utilization Committee - cont'd

The Space Utilization Committee approved this lease agreement at its meeting of February 28, 2012.

APPROVED FOR FUNDS BY FINANCE**(FILE NO. 56618)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with the East Baltimore Enterprise, Inc. for the rental of a portion of the building known as Chance Center located at 301 N. Gay Street, being on the first floor.

MINUTESSpace Utilization Committee - Interdepartmental Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an interdepartmental lease agreement with the Department of General Services (DGS) and the Mayor's Office of Human Services Program/Homeless Service Program (MOHS), for the rental of the property known as 620 Fallsway, consisting of approximately 37,971 square feet. The period of the lease agreement is effective upon Board approval through December 31, 2017, with the option to renew for an additional four 5-year terms.

AMOUNT OF MONEY AND SOURCE:

Account no. 1001-000000-3572-327200-603013

BACKGROUND/EXPLANATION:

Effective upon Board approval through December 31, 2012, the MOHS will be responsible for operating costs and expenses incurred by the DGS. The costs and expenses will be billed on a quarterly basis. Ninety days prior to December 31, 2012, the DGS will determine a rental rate based on the review of the operating costs and expenses to date, the rental rate will apply to the remaining period of the original term. Based on the determined rental rate, rental payments will commence January 1, 2013 and will increase on each anniversary thereof at a 3% increase during the original term.

A portion of the building, 3,788 square feet, will be used for the administrative offices of the MOHS. The remaining space will be managed by JHR Services, which will be responsible for management of the shelter. The interdepartmental lease will have the option to renew for an additional four 5-year terms at a rental rate to be negotiated. The MOHS will be responsible for utilities, office equipment, licensing, telephone and computer service, security, payment of maintenance and housekeeping staff, and insurance.

MINUTESSpace Utilization Committee - cont'd

The Space Utilization Committee approved this interdepartmental lease agreement at its meeting of February 28, 2012.

APPROVED FOR FUNDS BY FINANCE**(FILE NO. 57042)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the interdepartmental lease agreement with the Department of General Services and the Mayor's Office of Human Services Program/Homeless Service Program, for the rental of the property known as 620 Fallsway.

MINUTES

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement between the Department of Housing and Community Development and K.E.Y.S. Development, Inc., tenant, for the rental of a portion of the property known as 906 Washington Boulevard, consisting of approximately 6,203 square feet. The period of the agreement is February 1, 2012 through January 31, 2013, with one two-year renewal option.

AMOUNT OF MONEY AND SOURCE:

\$200.00 - per month

The lessee will have the option to renew for one additional two-year term. The annual rent will be increased annually by an amount equal to 2% of the annual rent each year of the renewal term beginning with the anniversary date of the lease.

BACKGROUND/EXPLANATION:

The tenant is a community based non-profit organization. The K.E.Y.S. Development, Inc. was founded in February 2002. The mission of the organization is to provide a mentoring program, Brother 2 Brother, which within five years provided over 1,500 hours of after school mentoring to over 200 young African American males from Baltimore City. In 2007, the COR Fitness Program was established, which provides a fitness training program for young males from Baltimore City. COR has provided over 1,000 hours of fitness activities that directly combat heart disease, obesity, diabetes, and depression. Additionally, it has facilitated over 500 hours of outdoor field trips including hiking, camping, conferences, paintballing, museums, amusement parks, and biking.

The organization's goals are to continue its programs COR for Kids, and Bmore Clean. COR for Kids is a martial arts/mentoring/tutoring program for youth of all ages. Bmore Clean is an environmental program utilizing volunteers, youth, and adults, to clean up neighborhoods streets in Baltimore.

MINUTES

Space Utilization Committee - cont'd

With the additional space provided, the organization will be able to enroll more youth from the Pigtown neighborhood. The organization is currently partnered with Paul's Place outreach serving about 10 youth from the Southwest Baltimore Charter School and has a growing wait list of interested students. The additional space will allow the program to enroll more youth from the area school. The K.E.Y.S. Development, Inc. is in good standing with Maryland Department of Assessment and Taxation.

The K.E.Y.S. Development, Inc. will be responsible for all maintenance and utility costs associated with occupying the property.

The space is leased on an "As Is" basis and does not require the landlord to make any modifications. The tenant will be responsible for any additional improvements or build out of the premises.

In addition, the tenant is obligated to maintain and keep in force general public liability, contractual liability, and property damage insurance protection for the premises and name the City as additionally insured under the insurance policies.

The Space Utilization Committee recommended approval on February 28, 2012.

(FILE NO. 57288)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement between the Department of Housing and Community Development and K.E.Y.S. Development, Inc., for the rental of a portion of the property known as 906 Washington Boulevard.

MINUTES

Department of Housing and - Modification to Funding for
Community Development the Greens at Irvington Mews

ACTION REQUESTED OF B/E:

The Board is requested to NOTE certain modifications to the proposed financing structure for the HOME funded project known as the Greens at Irvington Mews.

AMOUNT OF MONEY AND SOURCE:

No additional City Funds will be required. The modifications to funding are as follows:

<u>DECEMBER 7, 2011 BOE APPROVAL</u>	<u>REVISED AMOUNT</u>
Federal Home Loan Bank	\$ 750,000.00
- AHP funds	\$ 0.00
Tax Credit Equity contribution	\$13,020,000.00
	\$13,449,000.00 (increased the price to 96.06 cents per tax credit dollar.)
Deferred Developer Fee	\$ 239,462.00
	\$ 460,463.00

In addition, the project costs have been reduced by \$100,000.00. To make up for this reduction, the construction contingency has been reduced by \$100,000.00.

BACKGROUND/EXPLANATION:

On December 7, 2011, the Board approved a HOME Investment Partnerships Program loan in the amount of \$650,000.00 to the Greens at Irvington Mews Limited Partnership (the "borrower"), a wholly owned subsidiary of the Enterprise Corporation (Enterprise). Proceeds of the HOME Loan are to be used to support a portion of the construction and construction related costs for 100 residential units known as The Greens at Irvington Mews Senior Apartments located in the 4300 block of Frederick Avenue (the "Project").

MINUTES

DHCD - cont'd

The borrower had a last minute problem with the Federal Home Loan Bank of Atlanta ("FHLB") a day before they were supposed to settle. Unfortunately, the Federal Home Loan Bank of Atlanta ("FHLB") discovered that the transaction did not meet their underwriting guidelines which forced the Bank to rescind the amount of their AHP funds from \$750,000.00 to \$0.00.

To address the resulting shortfall, the parties agreed to a restructured financing so that the only impacted parties were the equity provider and Enterprise by increasing the equity proceeds and the deferred developer fee. None of the changes have any impact on the City or its security position.

The Developer is not asking for anything additional from the City. The Board of Estimates approval for City funds remains unchanged as does the cash flow for repayment. Both Capital One and Enterprise would have appealed to a higher authority at the FHLB, but to do so would take a long time which is the one thing we do not have. The Developer urgently needs to get started on construction. A delayed closing could result in:

- recapture of the NSP3 Grant funds provided by the State,
- significantly higher construction costs which would make the development infeasible, and
- inability of the developer to meet its obligations relative to the Low Income Housing Tax Credits, i.e.
 - o Complete construction by December 2012
 - o Meet the lease-up obligations
 - o Meet the 10% tax credit requirement by April 30, 2012.

The financing that has been negotiated with Capital One makes this development feasible without seeking any changes from the City. They did not for example raise their debt which would have impacted the cash flow payments to the City.

All other terms and conditions of the Board's December 7, 2011 approval remain in full force and effect.

MINUTES

DHCD - cont'd

(FILE NO. 57277)

UPON MOTION duly made and seconded, the Board NOTED the modifications to the proposed financing structure for the HOME funded project known as the Greens at Irvington Mews.

MINUTES**PROPOSALS AND SPECIFICATIONS**

- | | |
|--|---|
| 1. <u>Department of Recreation and Parks</u> | - RP 12805, Islamic Way Park Basketball Court Improvements
<u>BIDS TO BE RECV'D: 04/18/2012</u>
<u>BIDS TO BE OPENED: 04/18/2012</u> |
| 2. <u>Department of Public Works/ Bureau of Water and Wastewater</u> | - WC 1231, Meter Setting Installations and Replacements, South-East Baltimore
<u>BIDS TO BE RECV'D: 03/28/2012</u>
<u>BIDS TO BE OPENED: 03/28/2012</u> |
| 3. <u>Department of Public Works/ Bureau of Water and Wastewater</u> | - WC 1235, Meter Setting Installations and Replacements, South-West Baltimore
<u>BIDS TO BE RECV'D: 03/28/2012</u>
<u>BIDS TO BE OPENED: 03/28/2012</u> |

There being no objections, the Board, UPON MOTION duly made and seconded, approved the Proposals and Specifications to be advertised for receipt and opening of bids on the dates indicated. The President **ABSTAINED** on item nos. 2 and 3.

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MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

Bureau of Purchases

- B50002230, Repair Services
for Level 300 Skylights
BIDS TO BE RECV'D: 03/21/12
BIDS TO BE OPENED: 03/21/12

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

Bureau of Purchases

- B50002304, Heavy Rubber Tire
Wheel Loader

JESCO, Inc.
Valley Supply & Equipment Company
Correlli, Inc.
Alban Tractor Co., Inc.

MINUTES

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There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next scheduled meeting on Wednesday, March 14, 2012.

JOAN M. PRATT
Secretary