

MINUTES

REGULAR MEETING

Honorable Bernard C. "Jack" Young, President
Honorable Stephanie Rawlings-Blake, Mayor
Honorable 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 April 30, 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:

Best International Construction Co., Inc.	\$ 1,500,000.00
Deca, Inc.	\$ 8,000,000.00
Dynis, LLC	\$139,374,000.00
Maryland Elevator Services, Inc.	\$ 8,000,000.00
NCM Demolition and Remediation, LP	\$ 1,500,000.00
National Roofing Co., Inc.	\$ 14,715,000.00
National Service Contractors, Inc.	\$ 5,967,000.00
Steel Products, Inc.	\$ 8,000,000.00
Vanguard Utility Service, Inc.	\$ 12,510,000.00

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:

Alvi Associates, Inc.	Engineer
Baker Engineering Services, Inc.	Engineer
CDM Smith, Inc.	Engineer
Hatch Mott MacDonald, LLC.	Architect Landscape Architect Engineer Land Survey

MINUTES**BOARDS AND COMMISSIONS**

KPN Architects, LLC.	Architect
M&N Engineering and Diving Services, Inc.	Engineer
Mercado Consultants, Inc.	Engineer Land Survey
RMF Engineering, Inc.	Architect Engineer
Sabra, Wang & Associates, Inc.	Engineer
Ziger/Snead LLP Architects	Architect

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

Baltimore Development - Land Disposition Agreement
Corporation (BDC)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the land disposition agreement with Old Fairfield, LLC, developer, for the sale of the property known as Lot 2 of the Fairfield Urban Renewal Area.

AMOUNT OF MONEY AND SOURCE:

\$90,000.00

BACKGROUND/EXPLANATION:

Ordinance 04-810 authorized the Fairfield Urban Renewal Area and established Disposition Lots 1 through 5. This transaction with Old Fairfield, LLC is for Disposition of Lot 2 (Block 7360). This sale consists of approximately one acre of industrially zoned land comprised of nine City-owned scattered lots. In August, 2005, the BDC issued a Request for Proposal which resulted in the properties in Disposition Lot 2 being awarded to Old Fairfield, LLC for use as a parking, landscaping buffer, screening and consolidation of existing uses. The proposal is subject to standards established in the Fairfield Urban Renewal plan. This price per acre was negotiated for all of the Fairfield Disposition Lots at the time of award.

MBE/WBE PARTICIPATION:

N/A

(FILE NO. 57297)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Old

MINUTES

DHCD - cont'd

Fairfield, LLC, developer, for the sale of the property known as Lot 2 of the Fairfield Urban Renewal Area.

MINUTESDepartment 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 18** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on April 11, and April 18, 2012.

The Board **NOTED** receipt of the 18 favorable reports.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

1611 - 1612

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.

favorably thereon.

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
1. \$ 24,000.00	9910-906970-9587	9910-908970-9588
30 th CDB FY 2012	Urban Agriculture Matching - Reserve	Garden Irrigation Fund

This transfer will provide funding for the Garden Irrigation Fund that will be operated as a small grant program.

Department of General Services

2. \$ 285,910.90	9916-904845-9194	9916-903845-9197
General Fund	Capital Constr. & Maint. Reserve	Capital Constr. & Maint. Active

The active account is currently in a deficit due to expenses not included in the original cost estimates. It is the intent of the agency to close the current active account and monitor its capital expenditures more closely.

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TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>			
3.	33.87	9910-994001-9600	9910-902879-9601
	15 th EDF	Constr. Res. Unallocated Res.	Coml. Revitalization
	150.00	9910-994001-9600	9910-905852-9601
	19 th EDF	Constr. Res. Unallocated Res.	Economic Dev. Incentive
	665.00	9910-902483-9600	9910-903483-9601
	21 st EDF	Constr. Res. S. Balto. Ind. & Coml. Dev.	S. Balto. Ind. & Coml. Dev.
	4,686.78	9910-903354-9600	9910-902879-9601
	22 nd EDF	Constr. Res. W. Balto. Ind. & Coml. Dev.	Coml. Revitalization
	125.00	9910-903354-9600	9910-904354-9601
	22 nd EDF	Constr. Res. W. Balto. Ind. & Coml. Dev.	W. Balto. Ind. & Coml. Dev.
	13,094.95	9910-904115-9600	9910-906835-9603
	22 nd EDF	Constr. Res. Westside	Westside Project Initiative
	<u>\$ 18,755.60</u>	Initiative	

This transfer will provide funds to reimburse the BDC for eligible capital expenses for the month ending March 31, 2012.

MINUTES

Department of Finance - Revisions to AM Civil Defense Policy

ACTION REQUESTED OF B/E:

The Board is requested to approve the removal of the Administrative Manual policy on Civil Leave, AM-204-7, dated September 6, 1974.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Civil Defense policy was written during the Cold War period when the Civil Unit was responsible for the development of plans for the continuity of government and the protection of life and property in the event of disaster.

The Civil Defense Unit no longer exists with the establishment of the Mayor's Office of Emergency Management in 2008, and leave for the Civil Defense Pre-Emergency Training Program participation and test exercise are no longer necessary.

The removal of AM-204-7 was recommended and reviewed by the Departments of Finance and Human Resources, the Labor Commissioner, and the Mayor's Office of Emergency Management.

UPON MOTION duly made and seconded, the Board approved the removal of the Administrative Manual policy on Civil Leave, AM-204-7, dated September 6, 1974.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>			
1. 2808 Mulberry, Inc.	2703 Tivoly Ave.	F/S	\$ 30,000.00
2. Gerald and Sharon Jefferson	2725 Tivoly Ave.	F/S	\$ 22,000.00
3. Gerald and Sharon Jefferson	2727 Tivoly Ave.	L/H	\$ 19,800.00
4. Gerald and Sharon Jefferson	2729 Tivoly Ave.	L/H	\$ 20,625.00
5. Norberto L. Hije and Susan A. Hije	2791 Tivoly Ave.	L/H	\$ 42,750.00

Funds are available in account no. 9910-904326-9588-900000-704040, Coldstream Homestead Montebello Project.

(FILE NO. 57188)

6. Sarah Day's LLC	4814 Pimlico Road	F/S	\$ 6,500.00
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Funds are available in account no. 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Corridor.

(FILE NO. 57083)

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

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u>			
<u>Department of Housing and Community Development - Condemnations</u>			
7. Gerald Jefferson	2710 Tivoly Ave.	L/H	\$ 15,000.00
8. Ryan S. Hartley	2718 Tivoly Ave.	F/S	\$ 19,500.00
9. Rita, LLC	2753 Tivoly Ave.	L/H	\$ 15,250.00
10. SS5 Business Trust	2783 Tivoly Ave.	F/S	\$ 30,000.00
11. Maarufu T. Allston	2787 Tivoly Ave.	L/H	\$ 20,200.00
12. Althea Gilliam	2789 Tivoly Ave.	F/S	\$ 44,000.00

Funds are available in account no. 9910-904326-9588-900000-704040, Coldstream Homestead Montebello Project.

(FILE NO. 57188)

Department of Law - Payment of Settlement

13. York Enterprises, Inc. (Previous Owner)	1029 N. Castle St.	L/H	\$14,020.00
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On March 09, 2011, the Board by condemnation approved the acquisition of the leasehold interest in 1029 N. Castle Street for the amount of \$4,980.00. However, the previous owner valued the property at \$36,000.00. The parties agreed to settle the action for the amount of \$19,000.00. Therefore, the Board is requested to approve an additional \$14,020.00 in settlement of this case.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations - cont'd</u>			

Funds are available in State Funds, account no. 9910-906416-9588-900000-704040.

UPON MOTION duly made and seconded, the Board approved the foregoing options, condemnations, quick-takes, and the payment of settlement.

MINUTES

Mayor's Office of Human Services/ - Agreements
Homeless Services Program (MOHS)

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is April 1, 2012 through March 31, 2013, unless otherwise indicated.

1. **DAYSPRING PROGRAMS, INC.** **\$324,421.00**

The organization will provide tenant-based housing in conjunction with supportive services to 18 homeless clients. The period of the agreement is March 16, 2012 through March 15, 2013.

2. **DAYSPRING PROGRAMS, INC.** **\$811,053.00**

The organization will provide tenant-based housing in conjunction with supportive services to 45 homeless clients.

Account: 4000-496312-3573-591236-603051

3. **AT JACOB'S WELL, INC.** **\$233,700.00**

Account: 4000-496311-3570-591207-603051

The organization will provide tenant-based housing in conjunction with supportive services to 20 homeless clients.

The organizations 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. When selecting a new unit for a client, the organizations will select a residential unit based on the quality of the neighborhood, the location and design of the building, and local regulatory compliance.

MINUTES

MOHS - cont'd

The agreements are late because of a delay 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 various agreements.

MINUTESMayor's Office of Employment Development (MOED) - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is April 16, 2012 through June 30, 2012, unless otherwise indicated.

The organizations will provide on-the-job training to participants enrolled in the American Recovery and Reinvestment Act On-the-Job Training National Emergency Program. Each organization will provide a customized training plan for each participant prior to the start of training.

1. **SECOND CHANCE, INC.** **\$25,260.00**

Account: 4000-806811-6312-465905-603051

The organization will conduct a Deconstruction Worker & Architectural Salvage Worker on-the-job training for six eligible participants. Training will include but not be limited to learning basic steps to deconstruct a building and salvage materials and developing jobsite skills that will help in their employment in not only the deconstruction industry but the broader construction and business industry. Training will also include understanding safety prevention, health hazard recognition and management of salvaged materials.

2. **M. LUIS CONSTRUCTION CO. INC.** **\$39,600.00**

Account: 4000-806811-6312-707405-603051

The organization will conduct Laborer - Road Construction on-the-job training for ten eligible participants. Training will include but not be limited to cleaning and preparing sites, digging trenches, setting braces to support the sides of excavations, erecting scaffolding, cleaning rubble and debris, and removing asbestos, lead and other hazardous waste materials on the roads.

MINUTES

MOED - cont'd

3. **FURNITURE INSTALLATION & SERVICE** **\$16,302.00**
TECHNICIANS, LLC

Account: 4000-806811-6312-707305-603051

The organization will conduct Furniture Installation on-the-job training for three eligible participants. Training will include but not be limited to setting up modular system furnishings (cubicles), high-end office furniture, moveable walls, and high density storage. Participants will also receive training on loading and unloading trucks, cleaning, and moving office furniture. The period of the agreement is April 9, 2012 through June 30, 2012.

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 various agreements.

MINUTES

Mayor's Office of Employment - Modification No.1
Development (MOED) to Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve modification no. 1 to the grant award from the Maryland Department of Labor, Licensing and Regulation (DLLR).

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 - 4000-803710-6310

BACKGROUND/EXPLANATION:

This modification no. 1 to the grant award is for the Program Year 2008 ARRA Maryland Energy Sector Partnership & Training.

In March 2010, MOED received the Maryland Energy Sector Partnership Training Grant Award from DLLR. On August 11, 2010, the Board approved acceptance of the award in the amount of \$218,067.00.

The purpose of the grant was to provide MOED with funding for the Maryland Energy Sector Partnership & Training Program Project.

This modification no. 1 to the grant award increases the funding amount by \$100,000.00, making the total funding amount \$318,067.00.

This request is late because MOED did not receive the official Modification Notice Award/Obligation from the DLLR until approximately March 2012.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved modification no. 1 to the grant award from the Maryland Department of Labor, Licensing and Regulation.

MINUTES

Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is April 1, 2012 through June 30, 2013, unless otherwise indicated.

1. **ALLEN CENTER BOARD, INC.** **\$ 57,564.00**

Account: 4000-433512-3024-268401-603051

The organization operates a senior program which serves as the community focal point for seniors and their caregivers. Services will include but not be limited to social, recreational and educational programs, information and assistance, outreach, wellness, and transportation. The period of the agreement is October 1, 2011 through September 30, 2012.

The agreement is late because the Health Department was waiting on grant approval and signatures from the provider.

MWBOO GRANTED A WAIVER.

2. **TUT'S, INC./TUTTIE'S PLACE** **\$ 0.00**
3. **THE CENTER OF MORE ABUNDANT LIFE, INC./** **\$ 0.00**
ABUNDANT LIFE TOWERS 1

The organizations will serve as a Volunteer Station for the Retired Senior Volunteer Program (RSVP). The RSVP has been funded since 1982 by the Corporation for National and Community Services, an agency of the executive branch of the Federal government. The Department's RSVP is awarded funds to pay administrative staff to coordinate volunteer work with other non-profit, private agencies, and organizations. The services are performed by persons 55 years of age and over.

MINUTES

Health Department - cont'd

The agreements are late because they were just completed and returned.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED (EXCEPT ITEMS NOS. 2 & 3) AND HAD NO OBJECTION.

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

MINUTES

Health Department - Work Study Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a work study agreement with Ms. Shani Agar. The period of the agreement is January 24, 2012 through May 14, 2012.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

In accordance with the Memorandum of Understanding between the City and the American Federation of State, County, and Municipal Employees (AFSCME) Council 67 and Local 44, Article 25 makes available to full-time staff, with a minimum of two years continuous service with the Health Department, certain educational benefits, including work study, and/or tuition reimbursement.

Ms. Agar, a School Health Aide has applied for the Department's Work Study Program and is attending the Baltimore City Community College RN Program. Her week day work study schedule is Tuesday, 7:00 a.m. - 3:30 p.m., and Thursday, 9:00 a.m. - 3:30 p.m.

The request is late because of the delay in getting the work study application processed.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the work study agreement with Ms. Shani Agar.

MINUTES

Department of General Services - Facility Encroachment Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a facility encroachment agreement with CSX Transportation, Inc. (CSXT). The period of the facility encroachment agreement is effective upon approval by the CSXT and payment of the License and Railroad Protective Liability fee.

AMOUNT OF MONEY AND SOURCE:

\$ 8,000.00	- one-time encroachment fee
6,000.00	- one-time fee (additional insured fee)
150.00	- agreement preparation fee
<u>\$14,150.00</u>	- 9956-906617-9551-900020-704043

BACKGROUND/EXPLANATION:

The Department of Public Works is proposing a project to install a new 102" diameter sanitary force main, also known as SC-866. In the design of the project, it has been determined that the City's contractor will need to install the new 102" diameter sanitary force main under the existing CSXT rails.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the facility encroachment agreement with CSX Transportation, Inc.

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. 2239 Essex Street	2239 Essex Street, LLC	Outdoor seating 180 sq. ft.
Annual Charge: \$1,737.50		
2. 2819 O'Donnell Street	Rosina Properties, LLC	Outdoor seating 56' x 2'
Annual Charge: \$785.50		
3. 2427 E. Monument Street	Leonard C. Smith	Retain cornice sign 12'3" x 3'
Annual Charge: \$70.30		

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

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

MINUTES

Department of General Services - Developer's Agreement No. 1242

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1242 with the Maryland Proton Treatment Center, LLC, developer.

AMOUNT OF MONEY AND SOURCE:

\$78,075.00

BACKGROUND/EXPLANATION:

The developer would like to remove an existing water line and install a new water line, sanitary sewer, and conduit to its proposed construction located in the vicinity of 830 West Baltimore Street. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

An Irrevocable Letter of Credit in the amount of \$78,075.00 has been issued to Maryland Proton Treatment Center, LLC which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of developer's agreement no. 1242 with the Maryland Proton Treatment Center, LLC, developer.

MINUTES

Department of General Services - Amendment No. 2 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 2 to agreement with Murphy & Dittenhafer Architects, Inc. This amendment no. 2 extends the period of the agreement through June 17, 2013.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On June 17, 2009 the Board approved the original agreement for a two-year period with an upset limit of \$750,000.00. On June 22, 2011 the Board approved amendment no. 1 which extended the period of the agreement from two years to three years. Due to delays in processing the new On-call Contracts under project 1125, the Department will extend the period of the agreement from June 17, 2012 to June 17, 2013.

MBE/WBE PARTICIPATION:

The consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the original agreement.

AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 2 to agreement with Murphy & Dittenhafer Architects, Inc.

MINUTES

Department of Recreation and Parks - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Baltimore Metro Umpires Association (BMUA). The period of the agreement effective upon Board approval through March 31, 2013.

AMOUNT OF MONEY AND SOURCE:

\$19,050.00 - 6000-677912-4791-371306-603026

BACKGROUND/EXPLANATION:

The BMUA coordinates the assignment of certified and competent umpires for the Department's youth and adult softball, broomball and floor hockey league games. The BMUA also serves as a liaison between the Department and the teams, serves as the rules interpreter for various leagues and provides other administrative services, as required.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the Baltimore Metro Umpires Association.

MINUTESDepartment of Human Resources - Personnel Matters

The Board is requested to approve all of the personnel matters below:

Department of Public Works (DPW)

	<u>Rate of Pay</u>	<u>Amount</u>
1. ALAN S. CARMEL	\$250.00 per conf. session not to exceed three hours	\$26,000.00
2. BARRETT W. FREEDLANDER	\$250.00 per conf. session not to exceed three hours	\$26,000.00

Account: 2071-000000-5471-400504-603021

Messrs. Carmel and Freedlander will each work as a Conference Chairman for the DPW. They will be responsible for conducting informal conferences to make preliminary determinations as to whether the costs shown on the utility bills are justified and correct, pursuant to the standards established by the DPW and the Baltimore City Code. Messrs. Carmel and Freedlander will take testimony from the complainants and any witnesses presented by the complainant, review the DPW files and records on each complaint, and will also take testimony from DPW personnel. In addition, they will render written recommendations at the end of each conference.

If a conference session exceeds three hours, Messrs. Carmel and Freedlander will receive a prorated amount for the time in

MINUTES

Department of Human Resources - cont'd

excess of three hours. They will also be compensated for parking and/or public transportation. The period of the agreement is effective upon Board approval for one year.

THE PERSONNEL MATTERS HAVE BEEN APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.

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

MINUTES

EXTRA WORK ORDER

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UPON MOTION duly made and seconded,

the Board approved the

Extra Work Order

listed on the following page:

1633

The EWO was reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The President **ABSTAINED.**

MINUTES

EXTRA WORK ORDER

<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 #004, \$27,000.00 - WC 1180, Falls Road Water Main
Replacement

\$ 1,951,690.00	\$ 40,482.63	Casper Colosimo & Son, Inc.	0	50
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MINUTES

Department of Audits - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an expenditure of funds to pay the cost of registration for the Association of Government Accountants' Fraud Seminar on May 09, 2012.

AMOUNT OF MONEY AND SOURCE:

\$2,240.00 - 1001-000000-1310-157800-603020

BACKGROUND/EXPLANATION:

Government Audit Standards require that each auditor obtain 80 hours of continuing professional education every two years. The foregoing program is part of the Department's scheduled training for this year. Fourteen auditors will attend this training. The average cost per staff training hour will be less than \$20.00, which is below industry average in relation to other training of this nature.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds to pay the cost of registration for the Association of Government Accountants' Fraud Seminar on May 09, 2012.

MINUTES

Department of Public Works - Easement Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an easement agreement with the State of Maryland, Baltimore County, and Howard County.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This agreement will grant a non-exclusive easement in the Patapsco Valley State Park by the State of Maryland to Baltimore City, Baltimore County, and Howard County for the installation, use, maintenance, and operation of an underground water main. This main, being 36 inches in width and approximately 3,276 linear feet in length will provide water to Howard County.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the easement agreement with the State of Maryland, Baltimore County, and Howard County.

MINUTES

Department of Human Resources - Group Sales Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Group Sales Agreement with Residence Inn by Marriott Baltimore Downtown/Inner Harbor (Residence Inn). The Board is further requested to approve payment to the Residence Inn by expenditure authorization. The period of the agreement is July 29, 2012 through August 04, 2012.

AMOUNT OF MONEY AND SOURCE:

\$ 76,210.00 - 1001-000000-1603-172500-603026

BACKGROUND/EXPLANATION:

The Department of Human Resources will utilize rooms at the Residence Inn Hotel for the Police Sergeant oral promotional examination process. This request includes overnight accommodations for the 52 examiners who will administer the oral exam. With such a large group, a direct-bill process will streamline hotel arrangements and per diem receipt collection. This process has been utilized successfully in many previous oral examinations.

The fifty-two examiners are being recruited from surrounding police jurisdictions to administer the Police Sergeant oral examination. This exam occurs once every two years. Room rental will be necessary for the training of examiners and administration of the exam (20 rooms) in addition to overnight accommodations for examiners (52 rooms). The number of candidates who will be scheduled for the oral portion of the exam will not be available until after the written and multiple-choice portion of the exam on June 9, 2012. Room reservations for this function must be arranged months in advance. A testing schedule for the oral exam will be created after June 09, 2012, and the number of testing days will be confirmed. The agreement is based upon the maximum usage requirements, and may be reduced.

MINUTES

Department of Human Resources - cont'd

The Board's approval for other expenses such as travel (personal vehicle reimbursement, airfare, etc.) and meal allowance (per diem checks) for examiners will be submitted at a later date.

Most examiners will arrive in Baltimore on Sunday, July 29, 2012. Examiners will participate with the assistance of the examination consultant, Mr. Brian O'Sullivan, and Ms. Patricia Mulligan, Test Development Specialist of DHR. The oral examination process will begin on Monday, July 30, 2012 and run through Friday, August 03, 2012 with some examiners departing the hotel the morning of August 04, 2012 due to the length of the testing on Friday and the distance back to their respective jurisdictions.

Due to the early start of a long day, a continental breakfast will be made available to the examiners each morning. Estimated cost of parking for all possible examiners at the hotel is included.

The Baltimore Hilton Hotel was compared for this process. The Baltimore Hilton Hotel's costs, even with some reductions, were still higher than the Residence Inn.

Expenses Requested:

52 Guest suites x 6 nights = 312 Rm. nights @\$145.00	\$45,240.00
16 Testing Rm x 5 nights = 80 Rm. nights @\$145.00	\$11,600.00
1 Hospitality Suite (break Rm.) x 5 nights @\$399.00	\$ 1,995.00
1 Two Bedroom Suite (break Rm.) x 5 nights @\$309.00	\$ 1,545.00
1 Chesapeake (I + II) Training Rm. x 1 day @\$800.00	\$ 800.00
1 Chesapeake I Candidate Reg. Rm. x 4 days @\$400.00	\$ 1,600.00
1 Chesapeake II Written Test Rm. x 4 days @\$400.00	\$ 1,600.00
1 Audio Visual Screen x 1 day (training) @\$75.00	\$ 75.00
Continental Breakfast x 60 examiners and staff x 5 days @\$8.95	\$ 2,685.00
22% Service Charge on food cost	\$ 590.00

Department of Human Resources - cont'd

MINUTES

Parking for 40 cars x 6 nights @\$32.00 (in/out privileges)	\$ 7,680.00
Parking for 5 cars x 5 nights @\$32.00 (in/out privileges)	<u>\$ 800.00</u>
TOTAL:	\$76,210.00

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 Group Sales Agreement with Residence Inn by Marriott Baltimore Downtown/Inner Harbor.

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:

1640 - 1643

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

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

The President **ABSTAINED** on item nos. 7 and 8.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation and Parks

1. RP 11869, Henry H. Garnet Park Improvements Allied Contractors, Inc. \$ 241,200.00
- MBE:** Priority Construction Corporation \$ 53,700.00 22.26%
- WBE:** William T. King, Inc. \$ 7,875.00 3.27%

MWBOO FOUND VENDOR IN COMPLIANCE

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 158,500.00	9938-903792-9475	
Rec. & Parks	Reserve	
25 th Series		
91,500.00	9938-903792-9475	
State	Reserve	
\$ 250,000.00	-----	9938-904792-9474
		Active
		Park Rehabilitation
		Program FY 10

This transfer will provide funds to cover costs associated with the award of the Henry H. Garnet Park Improvements, contract no. RP 11869 to Allied Contractors, Inc.

3. RP 11870, Patterson Dog Park DSM Properties, LLC. \$ 195,000.00
- MBE:** Priority Construction Corporation \$ 17,550.00 9.00%
- WBE:** McCall Trucking, Inc. \$ 4,875.00 2.50%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation and Parks

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 123,233.53	9938-905793-9475	
Rec. & Parks	Reserve	
25 th Series		
60,000.00	9938-903777-9475	
Rec. & Parks	Reserve	
26 th Series		
<u>\$ 183,233.53</u>	-----	9938-904793-9474
		Active

This transfer will provide funds to cover costs associated with the award of the Patterson Dog Park, contract no. RP 11870 to DSM Properties, LLC.

Department of Transportation

5. TR 09303, Rehabilitation of W. Baltimore Trail & Implementation of Pedestrian Improvements: Edmondson Ave. & N. Pulaski St. Machado Construction Co., Inc. \$ 481,497.00
- DBE: Machado Construction Co. Inc. \$289,326.00 60.09%

6. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 442,977.24	9950-919001-9509	
FED	Constr. Res-Highway	
110,744.31	9950-906301-9528	
MVR	Constr. Reserve	
<u>\$ 553,721.55</u>	Broening Highway	

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

\$ 481,497.00	-----	9950-912616-9508-6
		Structure & Improvements
48,149.70	-----	9950-912616-9508-5
		Inspections
<u>24,074.85</u>	-----	9950-912616-9508-2
		Contingencies
\$ 553,721.55		Rehab. of West
		Baltimore Trail

This transfer will cover the costs associated with the award of contract no. TR 09303, Rehab of West Baltimore Trail and Implementation of Pedestrian Improvements: Edmondson Ave. N. Pulaski St. by Machado Construction Co., Inc.

Bureau of Water & Wastewater

7. SC 8526, Sludge Digester	Ulliman Schutte	\$38,667,000.00
Facilities at the Back	Construction, LLC	
River Wastewater Treatment		
Plant		
MBE: Arriba Mechanical, Inc.	\$4,641,000.00	12.00%
WBE: Roane's Rigging & Transfer Co., Inc.	\$1,934,000.00	5.00%

MWBOO FOUND VENDOR IN COMPLIANCE.+

8. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$25,520,220.00	9950-906526-9549	
Wastewater	Constr. Res	
Utility Fund	Back River Digesters	
25,520,220.00	" " "	
Country Appro-		
<u>priations</u>		
\$51,040,440.00		

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water & Wastewater - cont'd

\$ 3,866,700.00	-----	9956-907526-9551-2
		Extra Work
3,866,700.00	-----	9956-907526-9551-3
		Design
2,320,020.00	-----	9956-907526-9551-5
		Inspection
38,667,000.00	-----	9956-907526-9551-6
		Construction
<u>2,320,020.00</u>	-----	9956-907526-9551-9
\$51,040,440.00		Construction

The funds are needed for the award of SC 8526, Sludge Digester Facilities at the Back River Wastewater Treatment Plant.

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. REHBEIN ENTERPRISES CORP. | \$47,625.00 | Low Bid |
| Solicitation No. B50002347 - Remove and Replace Floating Pier
- Department of Recreation and Parks - Req. No. R598031 | | |

The period of the award is May 2, 2012 through August 30, 2012.

- | | | |
|--|-------------|-------------|
| 2. KRONOS, INC. | \$25,698.50 | Sole Source |
| Solicitation No. 08000 - Telestaff Support - Fire Department -
Req. No. R600647 | | |

Kronos, Inc. is the developer and sole distributor of the Telestaff Support system currently in use by the Fire Department. The period of the award is July 1, 2012 through June 30, 2013.

- | | | |
|---|-------------|---------|
| 3. INCRED-A-SHRED | \$45,000.00 | Low Bid |
| Solicitation No. B50001902 - Secure Document Shredding -
State's Attorney's Office, Fire Department, Police Department
- Req. No. P516881 | | |

On May 11, 2011, the Board approved the initial award in the amount of \$45,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$45,000.00 is for the period May 11, 2012 through May 10, 2013, with one 1-year renewal option remaining.

- | | | |
|---|-------------|---------|
| 4. F & F AND A. JACOBS
& SONS, INC. | \$ 5,000.00 | Renewal |
| Solicitation No. B50001968 - Honor Guard Uniforms - Fire
Department - Req. No. P517172 | | |

On June 8, 2011, the Board approved the initial award in the amount of \$25,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$5,000.00 is for the period May 26, 2012 through May 25, 2013, with one 1-year renewal option remaining.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

5. ACCOUNTEMPS	\$34,296.40	Extension
Solicitation No. 06000 - Provide Temporary, Executive-Level Accountant Services - Department of Finance - P.O. No. P517874		

On August 10, 2011, the Board approved the initial award in the amount of \$42,369.60. Subsequent actions have been approved. Due to unforeseen delays in recruitment for permanent positions, the agency continues to need temporary accounting services critical to maintaining current operations. This extension in the amount of \$34,296.40 is for the period May 2, 2012 through July 31, 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.

6. BELTWAY INTERNATIONAL, LLC	\$ 0.00	
HARBOR TRUCK SALES & SERVICES	0.00	
CUMMINS POWER SYSTEMS, LLC	50,000.00	
	<u>\$ 50,000.00</u>	Renewal
Solicitation No. B50001091 - O.E.M. Parts and Service for Cummins Engines - Department of General Services, Fleet Management - P.O. Nos. P509146, P509144 and P509145		

On July 15, 2009, the Board approved the initial award to Beltway International, LLC, Harbor Truck Sales & Services and Cummins Power Systems, LLC in the amount of \$100,000.00. Subsequent actions have been approved. The award contained two 1-year renewal options. This renewal in the amount of \$50,000.00 to Cummins Power Systems, LLC is for the period August 1, 2012 through July 31, 2013, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
7. F & F AND A. JACOBS & SONS, INC.	\$ 0.00	
HOWARD UNIFORM CO.	0.00	
	<u>\$ 0.00</u>	Extension

Solicitation No. B50000293 - Uniforms for D.O.T. Safety - Department of Transportation - P.O. Nos. P502039 and P511864

On May 28, 2008, the Board approved the initial award in the amount of \$300,000.00 to F & F and A. Jacobs & Sons, Inc. and \$0.00 to Howard Uniform, Co. Subsequent actions have been approved. This requirement was re-bid as Solicitation No. B50002346. On April 11, 2012, the sole bid was opened and found to be non-responsive due to a lack of the required bid bond. Additional time is required to bid this requirement again. This extension is for the period May 31, 2012 through June 30, 2012.

MWBOO GRANTED A WAIVER.

8. First Call

ALL CAR LEASING d.b.a. \$4,000,000.00
NEXTCAR RENTAL

Second Call

ENTERPRISE RAC COMPANY 0.00
OF BALTIMORE, LLC

\$4,000,000.00 Renewal

Solicitation No. B50001508 - Provide Various Rental Vehicles for the City of Baltimore - Agencies - Various - Req. Nos. Various

On July 14, 2010, the Board approved the initial award in the amount of \$2,000,000.00. The award contained two 2-year renewal options. This renewal in the amount of \$4,000,000.00 is for the period August 1, 2012 through July 31, 2014 with one 2-year renewal option remaining.

MWBOO GRANTED A WAIVER.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

MINUTES

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

9. STU RON SPRINGS	\$ 75,000.00	
EFFICIENCY ENTERPRISES	75,000.00	
	<u>\$150,000.00</u>	Extension

Solicitation No. BP 07111 - RV and Motor Home Repairs -
Department of General Services, Fleet Management - P.O. Nos.
P508392 and P512942

On May 30, 2007, the Board approved the initial award in the amount of \$75,000.00 to Stu Ron Springs and \$75,000.00 to Efficiency Enterprises. Subsequent actions have been approved. A new solicitation for this requirement B50002386 has been issued with bids due on April 25, 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 \$150,000.00 is for the period June 1, 2012 through August 31, 2012.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved the foregoing informal awards, renewals, increases to contracts, and extensions.

MINUTES

Mayor's Office of Information - Ratification and
Technology (MOIT) Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to ratify services received for the period July 1, 2010 through June 30, 2011 and authorize payment. The Board is also requested to approve an expenditure of funds for the period of July 1, 2011 through June 30, 2012 to pay Pictometry International.

AMOUNT OF MONEY AND SOURCE:

\$35,910.00 - July 1, 2010 - June 30, 2011
35,910.00 - July 1, 2011 - June 30, 2012
\$71,820.00 - 4000-435810-2010-683905-605008
4000-485001-2010-683905-605008

BACKGROUND/EXPLANATION:

MOIT is requesting the Board to approve the invoices to pay Pictometry International for annual oblique imagery of the City. These proposals are for years four and five out of six and reflect capturing oblique imagery and their proprietary software for the City. The imagery will be used by the Police Department, the Department of Housing and Community Development, and the Law Department to view properties and features throughout the City. This imagery is paid for by means of grant funding from Homeland Security.

Homeland Security funding for FY 2009 and FY 2010 will be utilized to pay for these proposals. MOIT previously executed a six-year contract with Pictometry International in 2007. However, it has recently been determined by the City to be unbinding due to a failure to properly follow the initial approval process accurately. In light of this, it was

MINUTES

MOIT - cont'd

recommended that MOIT send these invoices to the Board of Estimates for appropriate approval. The deadline for the usage of the FY 2009 Homeland Security Preparedness Committee funds for year four must be spent by April 30, 2012 or the funding will be lost.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the ratification of services received for the period July 1, 2010 through June 30, 2011 and authorized payment. The Board also approved the expenditure of funds for the period of July 1, 2011 through June 30, 2012 to pay Pictometry International. The President **ABSTAINED**.

MINUTESDepartment of General Services - Right-of-Entry Agreements

The Board is requested to approve and authorize execution of the various right-of-entry agreements for WC-1197R, Susquehanna Transmission Main Valve Replacements.

1.	<u>OWNER/S</u>	<u>ADDRESS/S</u>	<u>AMOUNT</u>
	JOSE BAUTISTA	503 BUSH CHAPEL ROAD, ABERDEEN, MD 21001	\$0.00
2.	PAUL D. ROGERSON AND JANICE EMERLING	1103 STAFFORD ROAD, DARLINGTON, MD 21034	\$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.

These right-of-entry agreements will allow the City's contractor access onto the properties to make these improvements.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the various right-of-entry agreements for WC-1197R, Susquehanna Transmission Main Valve Replacements. The President **ABSTAINED**.

MINUTES

Department of Housing and - Grant Agreements
Community Development (DHCD)

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

1. **CREATIVE ALLIANCE, INC.** **\$ 62,250.00**

Accounts: 2089-208912-5930-531126-603051	\$ 22,410.00
2089-208912-5930-531130-603051	\$ 39,840.00

Under the terms of this agreement, Creative Alliance, Inc. will utilize the funds to conduct after-school activities and a summer arts program for youth. The organization will also provide a New Resident Program for immigrant and refugee groups residing in Southeast Baltimore. The period of the agreement is September 1, 2011 through August 31, 2012.

FOR FY 2012, MBE AND WBE PARTICPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$52,398.00.

MBE: \$14,147.00

WBE: \$ 5,239.00

2. **HABITAT FOR HUMANITY OF THE CHESAPEAKE, INC.** **\$206,854.00**

Account: 2089-208912-5930-431662-603051

Under the terms of this agreement, the organization will utilize the funds to complete the rehabilitation of ten vacant properties for first-time owner-occupancy by low and moderate-income households within the Brooklyn/Curtis Bay, Washington Village/Pigtown and Monument-McElderry-Fayette areas of Baltimore City. The period of the agreement is July 1, 2011 through June 30, 2012.

MWBOO GRANTED A WAIVER.

MINUTES

DHCD - cont'd

3.	RESERVOIR HILL IMPROVEMENT COUNCIL, INC.	\$ 66,153.00
	Accounts: 2089-208912-5930-428026-603051	\$ 9,000.00
	2089-208912-5930-428083-603051	\$ 17,759.00
	2089-208912-5930-428076-603051	\$ 11,200.00
	2089-208912-5930-428091-603051	\$ 11,240.00
	2089-208912-5930-428081-603051	\$ 16,954.00

Under the terms of this agreement, the organization will utilize the funds to provide residents with information regarding activities in the community, continue to provide public safety and sanitation efforts, conduct quarterly workshops, and one-on-one housing counseling services. The period of the agreement is November 1, 2011 through October 31, 2012.

MWBOO GRANTED A WAIVER.

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. Housing Opportunity for People with AIDS (HOPWA)
4. Emergency Shelter Grant Program (ESG)

Upon approval of the resolution, the DHCD's Contract Section began negotiating and processing the CDBG agreements as outlined in the Plan effective July 1, 2011 and beyond. Consequently, the agreements were delayed due to final negotiations and processing.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE**AUDITS REVIEWED AND HAD NO OBJECTION.**DHCD - cont'd

MINUTES

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

MINUTES

Department of Housing and - Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the YMCA of Central Maryland, Inc., delegate agency for the Emily Price Jones Head Start Program (EPJ). The period of the agreement is October 1, 2011 through September 30, 2012.

AMOUNT OF MONEY AND SOURCE:

\$93,565.00 - 5000-586812-6051-516100-603051

BACKGROUND/EXPLANATION:

The organization will use the funds to provide eight weeks of summer camp for 100 children for five days per week from June to August 2012. The EPJ will focus on school readiness and individual learning plans for each child based on the Work Sampling Assessment. In addition, the funds will be used to hire staff to support program summer operations.

The agreement is late because of delays in the administrative review process.

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 agreement with the YMCA of Central Maryland, Inc., delegate agency for the Emily Price Jones Head Start Program. The President **ABSTAINED.**

MINUTES

Department of Housing and - Third Amendment to
Community Development (DHCD) Subgrant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the third amendment to subgrant agreement with the Maryland Department of Housing and Community Development. This amendment to the grant agreement extends the period of the agreement through December 31, 2012.

AMOUNT OF MONEY AND SOURCE:

\$9,522,844.00 - 5000-579212-5971-439500-603051

BACKGROUND/EXPLANATION:

This amendment to the grant agreement provides a nine month extension through December 31, 2012 to the Weatherization Assistance Program funded by the federal stimulus program. In addition it provides \$9,522,844.00 in new funding to implement the EmPOWER program from April 1, 2012 through December 31, 2014.

The City exceeded its original goal of 2,400 weatherized homes for stimulus funded weatherization. The City has weatherized 4,040 housing units thus far. The State of Maryland Department of Housing and Community Development is providing the City with funding from other jurisdictions to build upon the City's success during the extension period.

The State of Maryland Department of Housing and Community Development has also designated Baltimore City as a principal partner in the EmPOWER program governed by the Maryland Public Service Commission and focused on reducing electricity consumption for low-income families. The initial funding to the City is incorporated into this agreement by amendment. With new EmPOWER funding, the City will provide energy conservation service to over 1,000 households per year. City staff will

MINUTES

DHCD - cont'd

conduct energy audits of homes to be served and contractors working for the City will provide the home energy improvements - insulation, air sealing, heating system maintenance, and appliance replacement. This work employs more than 100 people in City positions and through energy conservation contractors. The Contractors will comply with Employ Baltimore requirements.

The City through its DHCD Division of Green, Healthy and Sustainable Homes is a national leader in the Green and Healthy Homes Initiative™ (GHHI), led by the Coalition to End Childhood Lead Poisoning. A GHHI Compact was signed by the Mayor on May 20, 2011, pledging public and non-profit cooperation to make homes healthier and more energy efficient. The EmPOWER program is consistent with that compact.

The Constellation Energy Group has established a fund through the Baltimore Community Foundation to assist the City in the implementation of a Green and Healthy Homes Pilot to provide heating system and roof replacements in homes receiving comprehensive "Green and Healthy" coordinated services.

APPROVED FOR FUNDS BY FINANCE

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

(FILE NO. 57087)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the third amendment to sub-grant agreement with the Maryland Department of Housing and Community Development.

MINUTES

Department of Housing and Community Development - Resolution Authorizing the Filing of the Annual Action Plan for City Fiscal Year 2013

ACTION REQUESTED OF B/E:

The Board is requested to approve of the resolution to authorize the filing of the Annual Action Plan for the four formula programs for City Fiscal Year 2013: the Community Development Block Grant (CDBG), the Emergency Solutions Grant (ESG), the HOME Investment Partnerships (HOME), and the Housing Opportunities for Persons With AIDS (HOPWA).

AMOUNT OF MONEY AND SOURCE:

\$18,827,215.00 - Community Development Block Grant Entitlement of \$17,847,215.00 and projected program income of \$980,000.00

3,204,035.00 - HOME Entitlement of \$3,154,035.00 and projected program income of \$50,000.00

1,821,948.00 - Emergency Solutions Grant

9,038,879.00 - Housing Opportunities for Persons With AIDS
\$32,892,077.00 - **Total CFY 2013 Federal Formula Grant Programs Funds**

BACKGROUND/EXPLANTION:

The Annual Action Plan serves as the required annual application to the U.S. Department of Housing and Urban Development for the following four federal formula grant programs: CDBG, HOME, HOPWA, and ESG. The plan was developed by the Department of Housing and Community Development (DHCD), which administers the CDBG and HOME programs, and the Mayor's Office of Human Services, which administers the ESG and HOPWA programs.

MINUTESDHCD - cont'd

The approved funding will be used to support a wide range of community development and housing activities, including neighborhood planning activities, youth recreation and education programs, creation of affordable housing units, service provisions to the elderly, the homeless and persons with HIV/AIDS. The Annual Action Plan identifies specific activities that will be undertaken during the City fiscal year beginning July 2012.

The submitted resolution will authorize the Commissioner of the DHCD, and the Director of the Mayor's Office of Human Services, acting on behalf of the Mayor and City Council of Baltimore, to submit the Annual Action Plan for the CDBG, HOME, ESG, and HOPWA programs. The resolution also designates the Commissioner and the Director, as the authorized official representatives of the Mayor and City Council of Baltimore, to act in connection with the Annual Action Plan and to provide any information as may be required by the U.S. Department of Housing and Urban Development. This will include assurances and certifications to ensure that the City will comply with various regulations, policies, and other federal laws as prescribed in the Housing and Community Development Act of 1974, as amended.

MBE/WBE PARTICIPATION:

Minority and Women's Business Enterprise requirements will be included in applicable agreements with City agencies and non-profit organizations.

RESOLUTION OF THE BOARD OF ESTIMATES
OF THE MAYOR AND CITY COUNCIL OF BALTIMORE
AUTHORIZING THE FILING OF THE ANNUAL ACTION PLAN
FOR FOUR FORMULA PROGRAMS FOR CITY FISCAL YEAR 2013

WHEREAS, Title I of the Housing and Community Development Act of 1974, as amended, provides that urban communities are entitled to received federal grants to develop viable urban communities by providing decent housing, a suitable living environment and to expand economic opportunities, principally for persons of low- and moderate-incomes; and

DHCD - cont'd

MINUTES

WHEREAS, the City of Baltimore anticipates receiving an estimated \$31,862,077 in federal funding for the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Housing Opportunities for Persons With AIDS (HOPWA), and the Emergency Solutions Grant (ESG) and expects to receive an additional \$980,000 in CDBG program income, and \$50,000 in HOME program income; and

WHEREAS, it is recognized that acceptance of funds under the federal programs will impose certain obligations and responsibilities upon the Mayor and City Council of Baltimore.

NOW, THEREFORE, BE IT RESOLVED BY the Board of Estimates of the Mayor and City Council of Baltimore that:

1. The Commissioner of the Department of Housing and Community Development (DHCD) and the Director of the Mayor's Office of Human Services are hereby authorized and directed to execute and file with the U.S. Department of Housing and Urban Development (HUD) an Annual Action Plan and Certifications on behalf of the Mayor and City Council of Baltimore for grants to undertake and finance programs; to provide any additional information as may be necessary; to furnish documents as may be required on behalf of the Administration; and to act as the authorized representatives of the Mayor and City Council of Baltimore in connection with the above-referenced programs.
2. The Mayor and City Council of Baltimore hereby authorizes the Commissioner of DHCD and the Director of the Mayor's Office of Human Services to execute the assurances and certifications, as required by HUD, that the City will comply with all regulations, policies, guidelines and requirements as called for by Title I of the Housing and Community Development Act of 1974, as amended.

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the resolution to authorize the filing of the Annual Action Plan for the four formula programs for City Fiscal Year 2013: the Community Development Block Grant, the Emergency Solutions Grant, the HOME Investment Partnerships, and the Housing Opportunities for Persons With AIDS.

MINUTES

Bureau of Water and Wastewater - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to agreement with Whitman, Requardt & Associates, LLP, for WC 1204 Druid Reservoir UV Disinfection. The amendment extends the period of the agreement through April 6, 2013.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On October 6, 2010, the Board approved the original agreement with Whitman, Requardt & Associates, LLP to study Druid Lake UV Disinfection for a period of 18 months.

During the study phase of the project, delays were encountered. Due to a request from Baltimore County, the City completed an independent review of the life cycle cost of both ultraviolet disinfection and covered water storage. The results of this review were received in December 2011. An outreach program started in January 2012. Until the results of the review were available, the outreach efforts were on hold.

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

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with the MBE/WBE goals established in the original agreement.

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 1 to the agreement with

MINUTES

Bureau of Water and Wastewater - cont'd

Whitman, Requardt & Associates, LLP, for WC 1204 Druid Reservoir
UV Disinfection. The President **ABSTAINED**.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 2 to agreement with Rummel, Klepper & Kahl, LLP, for SC 875 Rehabilitation/Replacement of Southwest Diversion Pressure Sewer, Phase-III. The amendment extends the period of the agreement through July 28, 2013.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On January 28, 2009, the Board approved the original agreement with Rummel, Klepper & Kahl, LLP, to provide engineering services for the Southwest Diversion Pressure Sewer-Phase III. The consultant was to provide engineering services for a period of 24 months through January 28, 2011.

On January 12, 2011, Board approved amendment no. 1 extending the period of the agreement by 18 months through July 28, 2012. In order to continue providing these services, the Bureau is requesting a no-cost time extension of the existing agreement through July 28, 2013.

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

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with the MBE/WBE goals established in the original agreement.

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 2 to the agreement with

MINUTES

Bureau of Water and Wastewater - cont'd

Rummel, Klepper & Kahl, LLP, for SC 875 Rehabilitation/Replacement of Southwest Diversion Pressure Sewer, Phase-III. The President **ABSTAINED**.

MINUTES

Police Department - Amendment No. 2 to Intergovernmental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve an amendment no. 2 to intergovernmental agreement with the Maryland Department of Juvenile Services (DJS). This amendment no. 2 extends the period of the agreement through June 30, 2012.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On September 22, 2011 the Board approved an intergovernmental agreement with the DJS for the "Continuum of Opportunity Reentry Program and Services", in the amount of \$122,000.00. Under this agreement the Department will provide services and support to youth returning to the City from DJS out-of-home placements, or who are on probation with the DJS. The period of the original agreement is July 1, 2010 through July 31, 2011. On January 4, 2012, the DJS issued a period of performance modification, extending the period through June 30, 2012.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THIS NO-COST TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved amendment no. 2 to the intergovernmental agreement with the Maryland Department of Juvenile Services.

MINUTES

Office of the Council President - Elected Official
Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Ms. Rochelle Spector for the month January 2012.

AMOUNT OF MONEY AND SOURCE:

\$731.71 - Mileage
81.30 - Verizon/Verizon Wireless Expenses
\$813.01 - 1001-000000-1000-106700-603033

BACKGROUND/EXPLANATION:

This elected official's expense statement is being submitted in accordance with AM-239-1, Elected Officials' Business Expenses. The request is late because the items were inadvertently attached to another expenditure for the same period.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expense statement for Ms. Rochelle Spector for the month January 2012. The President **ABSTAINED**.

MINUTES**TRAVEL REQUESTS**Police Department

	<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1.	Kenneth B. Butler Donald Walter Jr. Joann M. Voelker	City of Wilmington Police Dept. Lieutenant Assessment - Southern Dist. Wilmington, DE April 21 - 27, 2012 (Reg. Fee \$0.00)	N/A	\$ 0.00
2.	Julie A. Pitocchelli	21 st Annual Gang Violence Conf. Anaheim, CA July 9 - 14, 2012 (Reg. Fee \$0.00)	N/A	\$ 0.00
3.	David J. Rosenblatt	NTIA/Annual Training and Conference Austin, TX July 7 - 13, 2012 (Reg. Fee \$0.00)	General Funds	\$ 240.00

The Department is requesting \$40.00 per day for meals and incidentals.

Department of Public Works

4.	Leo Broznowicz	Fundamentals of PLC Automation Systems Glen Burnie, MD May 21 -25, 2012 (Reg. Fee \$1,699.00)	Water Funds	\$1,699.00
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MINUTES**TRAVEL REQUESTS**

	<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>				
5.	Aisha Darby* William Wasson**	Boston College HIV/AIDS Confer. Miami, FL May 24 - 27, 2012 (Reg. Fees *\$200.00 **\$300.00)	PMC Part A Ryan White Grant	\$2,739.50

The Department prepaid the registration for Ms. Darby in the amount of \$200.00 on EA000081675, and for Mr. Wasson in the amount of \$300.00 on EA000087881. The airfare for Ms. Darby and Mr. Wasson in the amounts of \$416.60 and \$451.60, respectively, have been prepaid on a City issued credit card assigned to Ms. Jacquelyn Duval-Harvey. The disbursement to each attendee will be in the amount of \$685.65.

Fire & Police Employees' Retirement System

6.	Paul S. DeSimone	National Conference on Public Employees 2012 Retirement Systems Trustee Educational Seminar New York, NY May 05-06, 2012 (Reg. Fee \$450.00)	Special Funds	\$1,641.86
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The hotel cost for this travel request is \$369.00 per night plus taxes in the amount of \$115.86. The allowed subsistence for this area is \$312.00 per day. Therefore, the Department is requesting an additional \$57.00 per day to cover the hotel costs and an additional \$40.00 per day for the costs of food for a total of \$194.00 in additional subsistence.

MINUTES**TRAVEL REQUESTS**

	<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Circuit Court</u>				
7.	Albert Phillips Angela Sobol Lowry	National Assoc. of Drug Court Prof. 18 th Annual Drug Court Training Conf. Nashville, TN May 30, 2012 - June 2, 2012 (Reg. Fee \$650.00 ea.)	BJA FYII Adult Court Discretionary Grant	\$4,343.00
8.	Robin Ulman Romel Showell Jerry Jackson	National Assoc. of Drug Court Prof. 18 th Annual Drug Court Training Conf. Nashville, TN May 30, 2012 - June 2, 2012 (Reg. Fee \$650.00 ea.)	BJA FYII Adult Court Discretionary Grant	\$6,514.50

The Department is requesting approval of an expenditure of funds to pay the travel expenses of the aforementioned non-city employees.

The subsistence rate for this location is \$173.00 per day. The hotel rate is \$190.00 per night not including occupancy taxes in the amount of \$41.85 per night. The Circuit Court is requesting an additional \$17.00 per day to cover the cost of the hotel as well as \$40.00 per day to cover meals and incidental expenses for each attendee. The registration fee in the amount of \$650.00 and the airfare in the amount of \$434.10 have been paid on a City issued credit card assigned to Ms. Kimberly Barranco for each attendee. The disbursement to each attendee will be in the amount of \$1,087.40.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Transportation</u>			
9. Valorie LaCour	2012 WTS Annual Conf./Women in Transportation Seminar Denver, CO May 8 - 12, 2012 (Reg. Fee \$675.00)	UPWP	\$2,126.77

The subsistence rate for this location is \$215.00 per day. The hotel rate on May 08, 2012 is \$270.00 not including occupancy taxes in the amount of \$39.82. The Department is requesting an additional \$55.00 to cover the cost of the hotel as well as \$40.00 to cover meals and incidental expenses on May 8, 2012.

TRAVEL REIMBURSEMENTBaltimore City Fire Department

10. Paul Moore	Dive Rescue 1 Fort Pierce, FL March 11 - 13, 2012	FY09 State Homeland Security Program	\$ 265.49
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On February 29, 2012 the Board approved the original Travel request for Mr. Paul Moore, John Kisser, and Mr. Jeffrey Dickinson. The Department requested \$171.62 for the cost of a rental vehicle. A rental vehicle was needed to carry the diving equipment to and from the airport and to the training venue daily during the training.

MINUTESTravel requests and travel reimbursement - cont'd

The vehicle that was originally rented was too small to transport all of the equipment and had to be upgraded. The total expense for the new vehicle were:

Rental Fee	\$337.40
Fuel Cost	<u>99.91</u>
Total	\$437.31
Previously approved	<u>(171.82)</u>
Reimbursement	\$265.49

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

ABSTAINED on item no. 6.

MINUTES

Law Department - Settlement Agreement and Release

The Board is requested to approve the settlement agreement and release of the following claim. The settlement agreement and release have been reviewed and approved by the Settlement Committee of the Law Department.

1. Frank Snell, II et al., v. Officer David Reeping, et al. \$ 47,500.00

Account: 1001-000000-2041-195500-603070

UPON MOTION duly made and seconded, the Board approved and authorized execution the settlement agreement and release. The President voted **NO**.

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

The Board is requested to approve a refund of real property taxes for Mr. Michael L. Smith, Sr., 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. MICHAEL L. SMITH	5828 Plumer	2009/2010	\$2,403.45
SR.	Ave.	2010/2011	2,303.30
		2011/2012	<u>2,277.79</u>
		Total Refund	\$6,984.54

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. Smith filed his application on March 13, 2012.

UPON MOTION duly made and seconded, the Board approved the refund of real property taxes for Mr. Michael L. Smith, Sr., claimant.

MINUTES

Office of the Mayor - Grant Agreement

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$871,000.00 - 1001-000000-3850-630500-607001

BACKGROUND/EXPLANATION:

The Family League is the City's Local Management Board. It is a quasi-governmental, non-profit organization that works with a range of partners to develop and implement initiatives that improve the well-being of Baltimore's children, youth, and families each year. The grant will support prenatal home visiting programs for pregnant women and women with young children at various locations in Baltimore City. The Family League will administer and monitor funds to sub-grantees. The Family League's sub-grantees will become affiliated with the B'More for Healthy Babies Initiative (BHB) of the Baltimore City Health Department. The intended outcomes under this agreement are: (1) a reduction in the poor outcomes of low birth weight and premature birth and (2) decrease the number of deaths due to unsafe sleep.

Funds will be made available to the Family League as follows: \$217,750.00 - upon execution of the grant agreement by the Board of Estimates, \$217,750.00 quarterly for the next three quarters of the term of the agreement.

This item is late because the Family League in partnership with the Health Department, decided to end home visiting services provided through the People's Community Health Centers, Inc., effective December 31, 2011. To ensure a smooth transition of families being served to existing vendors and to

MINUTES

Office of the Mayor - cont'd

ensure that the services were maintained in the communities impacted by this change, additional time was needed to reallocate the funding among two existing partners (Bon Secours of Maryland Foundation and The Family Tree).

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(FILE NO. 55358)

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

MINUTES**PROPOSAL AND SPECIFICATIONS**

Department of Public Works/ -
Department of Recreation
and Parks

RP 12806, Community Playlot
Project 2011

BIDS TO BE RECV'D: 6/06/2012

BIDS TO BE OPENED: 6/06/2012

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

* * * * *

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

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

THERE WERE NO ADDENDA RECEIVED.

* * * * *

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

<u>Bureau of Purchases</u>	- B50002381, Five Ton Crew Cab <u>Dump Trucks</u>
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Beltway International, LLC
Chesapeake Ford Truck Sales,
Inc.

MINUTES

There being no objections, the Board, UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, May 9, 2009.