

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.

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In the absence of Mr. George A. Nilson, City Solicitor, Mr.
David Ralph, Deputy City Solicitor, sat and acted on his behalf.

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President: "I would direct the Board members attention to the memorandum from my office dated July 09, 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."

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

Comptroller: "Second."

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

MINUTES

Fire and Police Employees' - Subscription Agreement
Retirement System (F&P)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a subscription agreement for its investment in Aether Real Assets II, L.P. The term of the subscription agreement is for 12 years.

AMOUNT OF MONEY AND SOURCE:

\$20,000,000.00 - approximately

No General Fund monies are involved in this transaction. All funds and expenses will be expended from the F&P.

BACKGROUND/EXPLANATION:

The F&P Board of Trustees conducted a search for a fund-of-funds focusing on private natural resources. Aether Real Assets II, L.P. and two other funds were selected as a result of the search. The search and selection process was conducted with the assistance and advice of the F&P's investment advisor, Summit Strategies Group.

Aether Investment Partners, LLC will be managing approximately \$20,000,000.00 of F&P Funds in Aether Real Assets II, L.P., a fund-of-funds focusing on private natural resources.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the subscription agreement for its investment in Aether Real Assets II, L.P. The Comptroller

ABSTAINED.

MINUTES

BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

American Lighting and Signalization, Inc.	\$ 116,532,000.00
Asplundh Tree Expert Co. & Subsidiaries	\$4,445,217,000.00
Bensky Construction Co., LLC and Subsidiaries	\$ 7,614,000.00
Bristol Environmental, Inc.	\$ 8,000,000.00
Driscoll Construction Co., Inc.	\$ 189,144,000.00
E&R Services, Inc.	\$ 1,422,000.00
Freyssinet, Inc.	\$ 41,013,000.00
Gill Simpson and Consolidated Subsidiaries	\$ 81,747,000.00
Gradeline Construction Co., Inc.	\$ 1,500,000.00
HGS, LLC dba Angler Environmental	\$ 36,297,000.00
J.A. Scheibel, Inc.	\$ 8,000,000.00
J & K Contracting, Inc.	\$ 1,500,000.00
Phipps Construction Contractors, Inc.	\$ 1,500,000.00
S.J. Louis Construction, Inc.	\$ 47,628,000.00
Santos Construction Co., Inc.	\$ 1,500,000.00
Skanska USA Civil Northeast, Inc. Subsidiaries	\$3,475,035,000.00
Spiniello Companies	\$ 90,828,000.00
Stella May Contracting, Inc.	\$ 8,000,000.00
Tech Contracting Co., Inc. and Affiliate	\$ 8,000,000.00

MINUTES

BOARDS AND COMMISSIONS - cont'd2. Prequalification of Architects and Engineers

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

Accurate Infrastructure Data, Inc.	Engineer Property Line Survey
AECOM Technical Services, Inc.	Architect Engineer
Ammann & Whitney Consulting Engineers, PC	Architect Engineer
CMS Associates, LLC.	Engineer
Phoenix Engineering, Inc.	Engineer Land Survey
Rubeling & Associates, Inc.	Architect
T.L.B. Associates, Inc.	Engineer
Tubin Basu & Associates, Inc.	Engineer

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

MINUTES**CITY COUNCIL BILL:**

12-0066 - Payments in Lieu of Taxes - Ward 04, Section 10, Block 0620, Lots 4-51 - "Lexington Square" for the purpose of authorizing an economic development project to be known as "Lexington Square," in order that the Board of Estimates of Baltimore City (the "Board") may enter into a Payment in Lieu of Taxes Agreement with Lexington Square Partners, LLC, its successors or assigns (the "Developer"), for a project encompassing approximately (i) 296 residential market rate rental units and (ii) a structured parking facility containing approximately 650 parking spaces and related improvements; generally relating to payments in lieu of taxes for the Lexington Square development; and providing for a special effective date.

ALL REPORTS RECEIVED WERE FAVORABLE.

UPON MOTION duly made and seconded, the Board approved bill 12-0066 and directed that the bill be returned to the City Council with the recommendation that it also be approved and passed by that Honorable Body. The President **ABSTAINED**.

MINUTES

Health Department - Agreements, Amendments to Agreements,
Grant Agreement, Memorandum of
Understanding (MOU), and Ratification

The Board is requested to approve and authorize execution of the various agreements, amendments to agreements, grant agreement, memorandum of understanding and ratification. The period of the agreements, is July 1, 2012 through June 30, 2013, unless otherwise indicated.

AGREEMENTS

- | | | |
|--|------------------------------|--------------------|
| 1. PROVIDENCE ADULT DAY CARE
CENTER, INC. | \$71.08 per day/
159 days | \$11,301.72 |
|--|------------------------------|--------------------|

Account: 5000-535412-3044-273300-607001

The organization will provide Senior Care Services that include medical day care services to ill, frail or disabled elderly persons age 65 and older who are eligible to receive Maryland Department of Aging grant funding from the City. In addition the organization will develop an appropriate care plan for each recipient in accordance with policies as specified in COMAR 10.12.04, Day Care for the Elderly and Medically Handicapped Adults, and COMAR 10.09.07, Medical Care Program. The period of the agreement is January 1, 2012 through June 30, 2012.

The item is late because the Department was awaiting finalization and signature from the provider.

- | | | |
|---------------------------------|--|--------------------|
| 2. VICTOR A. FERRANS, MD | \$200.00 per
evaluation/\$50.00
per evaluation
review | \$20,000.00 |
|---------------------------------|--|--------------------|

MINUTES

Health Dept. - cont'd

Account: 4000-425513-3110-306700-603018

The consultant will provide comprehensive reviews and complete the Pre-admission Screening and Resident Review certification on each evaluation conducted by the Adult Evaluation and Review Services (AERS) multi-disciplinary team on an as-needed basis. In addition, the consultant will consult with the AERS multi-disciplinary team and/or the client's private physician and/or nursing home professional staff for clarification of mental health treatment plan/needs. At the request of the AERS team, the consultant will provide an on-site psychiatric evaluation of nursing home residents.

- | | | |
|--------------------------------|--|--------------------|
| 3. MICHAEL R. BAUM, PhD | \$200.00 per
evaluation/\$50.00
per evaluation
review | \$20,000.00 |
|--------------------------------|--|--------------------|

Account: 4000-425513-3110-306700-603018

The consultant will perform on-site psychological evaluations of clients referred for nursing home placements, as well as on-site psychological evaluations of clients in nursing homes. In addition, the consultant will review psychological reports for patients in nursing homes and submit a written psychological report to the Department's Adult Evaluation and Review Services Program delineating a treatment plan for each client/patient.

- | | | |
|------------------------------|---|--------------------|
| 4. JANICE NICKENS, RN | \$55.00 per
case for 75 cases
per month | \$49,500.00 |
|------------------------------|---|--------------------|

Account: 4000-426213-3110-606201-603018

The Maryland State Department of Health and Mental Hygiene

MINUTES

Health Dept. - cont'd

(DHMH) is designated as the single State agency to administer all aspects of the Maryland Medical Assistance Program. The Health Department has an agreement with the DHMH to participate in the program as the case monitoring agency and to contract with Case Monitors who will supervise personal care services to eligible recipients.

The Case Monitors will exercise independent professional judgment and carry professional liability insurance. Each case monitor will be an independent contractor and not an employee of the City.

Ms. Nickens will serve as a Case Monitor and will be responsible for establishing a plan of personal care for each eligible recipient assigned to her in Montgomery County. She will review and/or revise the plan at least once every 90 days, or more if necessary and supervise the personal care providers. She will make home visits as often as the Department's nurse supervisor determines to be necessary, but not less than every 90 days; maintain a clinical record on each recipient case monitored; and provide other case monitoring services, as required.

The Case Monitor may not exceed a maximum of 75 cases at any time, unless a waiver is received.

5. **UNITED PRESBYTERIAN MINISTRIES OF MARYLAND/** \$ 0.00
WESTMINSTER HOUSE APARTMENTS

The organization will serve as a volunteer Station for the Retired & Senior Volunteers Program (RSVP) at their facility Westminster House Apartments. A grant from the Corporation for National and Community Service pays 100% of the cost of the RSVP to volunteer and assist special needs clients who want to remain in homes. While the Senior Volunteers are on duty, the grant provides for their life insurance, transportation and other benefits. The period of the agreement is April 1, 2012 through June 30, 2013.

The agreement is late because it was just signed and returned to the Department.

MINUTES

Health Department - cont'd

6. **HAVEN NURSING HOME, INC. D/B/A ARLINGTON** \$ 0.00
WEST NURSING AND REHABILITATION CENTER

The organization will serve as a Volunteer Station for the Retired and Senior Volunteer Program (RSVP). Through a grant from the Corporation for National and Community Services, the Department sponsors the RSVP. The grant pays for 100% of the cost of RSVP volunteers to assist special needs clients who want to remain in their homes. While the senior volunteers are on duty, the grant provides for their life insurance, transportation and other benefits.

7. **GOVANS ECUMENICAL DEVELOPMENT CORPORATION** \$ 16,868.00
(GEDCO)

Account: 4000-433512-3024-268418-603051

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

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP) AGREEMENTS

8. **MAYOR'S OFFICE OF HUMAN SERVICES/** \$ 0.00
COMMUNITY ACTION PARTNERSHIP/
SOUTHEAST COMMUNITY ACTION AGENCY

MINUTES

Health Department - cont'd

- | | | |
|-----|--|---------|
| 9. | DEPARTMENT OF EDUCATION, DIVISION
OF REHABILITATION SERVICES/WORKFORCE
AND TECHNOLOGY CENTER | \$ 0.00 |
| 10. | DEPARTMENT OF HEALTH AND MENTAL HYGIENE/
MARYLAND BOARD OF PHARMACY | \$ 0.00 |
| 11. | UNIVERSITY OF MARYLAND, BALTIMORE
COLLEGE OF DENTAL SURGERY | \$ 0.00 |

The organizations will serve as host agencies for the SCSEP. The SCSEP provides part-time work experience and training opportunities for low-income residents of Baltimore City, aged 55 years and older with no upper age limit. The SCSEP seeks out new host agencies to facilitate placement of its participants in non-profit/governmental agencies to provide services which would otherwise not be met due to a lack of funds.

AMENDMENTS TO AGREEMENTS

- | | | |
|-----|------------------|--------------|
| 12. | ANNETTE SAUNDERS | (\$3,360.00) |
|-----|------------------|--------------|

Account: 4000-436112-3255-316200-603026

On August 31, 2011, the Board approved the original agreement in the amount of \$21,840.00 for the period May 1, 2012 through October 31, 2012. This amendment to the agreement decreases the funding amount to \$18,480.00 and amends the period of the agreement to September 30, 2012 to reflect the grant funding period.

MINUTES

Health Dept. - cont'd

13. **MARYLAND DEPARTMENT OF THE ENVIRONMENT (MDE)** **\$65,604.15**

Account: 4000-426012-3031-579200-404001

On February 15, 2012 the Board approved the original agreement in the amount of \$350,000.00 for the period July 1, 2011 through August 31, 2012 for community based childhood lead poisoning prevention. This first amendment to agreement revises the budget; \$65,604.15 will fund the period of July 1, 2011 through August 31, 2011, and the original \$350,000.00 to fund the period September 1, 2011 through August 31, 2012. The total amount paid under the agreement will not exceed \$415,604.15.

GRANT AGREEMENT

14. **BALTIMORE CITY SCHOOL BOARD OF SCHOOL COMMISSIONERS, BALTIMORE CITY PUBLIC SCHOOL SYSTEM (BCPSS)** **\$591,894.00**

Account: 1001-000000-3100-295900-603051	\$331,894.00
6000-620412-3100-295900-605003	\$ 85,000.00
6000-650112-3100-295900-603051	\$175,000.00

This grant agreement covers the implementation of a school health electronic health record (EHR) system. The Department is collaborating with the BCPSS to customize an established EHR called Pearson Chauncey SMS and employ it at the BCPSS' 183 School health suites, as part of health services provided to the BCPSS' 83,000 students. The EHR will improve the way students' medical information is collected, tracked, maintained, retrieved, and shared, in the service of providing and maintaining student's health care.

The BCPSS will purchase equipment, hardware, and/or other software for the implementation and provide system admin-

MINUTES

Health Department - cont'd

istration of the school EHR system. The BCPSS will maintain documentation of the development of the customized software modules and provide documentation to the Department.

The period of the grant agreement is May 1, 2012 through August 31, 2013.

The grant agreement is late because of the administrative review process at the BCPSS and the Department. It was returned to the Department on June 15, 2012.

RATIFICATION

15. **ASSOCIATED CATHOLIC CHARITIES/** **\$ 1,563.76**
ST. ANN'S ADULT DAYCARE (ACC)

Account: 5000-535412-3044-273300-607001

The Board is requested to ratify services provided to Senior Care Program Clients and to authorize payment for services rendered. The St. Ann's Adult Day Care program provides supervised care for the elderly in a community setting and focuses on a variety of services such as nursing, nutrition and transportation. The outstanding invoices were from October 1, 2011 through October 31, 2011.

During the transition between the Commission on Aging and Retirement Education (CARE) and the Department, it was anticipated that various programs from CARE would be transferred to the Baltimore City Health Care Access. On March 29, 2012, invoices were submitted and approved however; this item was forgotten and just received from the Provider.

MINUTES

Health Department - cont'dMEMORANDUM OF UNDERSTANDING

16. **MARYLAND DEPARTMENT OF HEALTH AND MENTAL HYGIENE (DHMH), OFFICE OF HEALTH SERVICES (MEDICAID)** \$ 0.00

The MOU will define the responsibilities of the Administrative Care Coordination Unit (ACCU) Extension-Healthy Start Grant. The Health Department will be awarded ACCU Extension Healthy Start Grant funds. The ACCU Extension-Healthy Start Grant funds originating in the Local Health Department (LHD) Funding System are made by DHMH to the Health Department, which is reflected on the Unified Funding Document and is subject to all administrative and fiscal policy originating in the LHDFS and all conditions of award. The Health Department, as the LHD will inform Medicaid in writing, by the date determined by the Health Department's fiscal year, the amount of State Match designated for the State share for the ACCU Extension - Healthy Start Grant. The Health Department will maintain sufficient records of all costs charged to the grant and comply with all terms and conditions.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION (EXCEPT ITEM NOS. 5, 6, 8, 9, 10, 11, 14, and 16).

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements, amendments to agreements; grant agreement, memorandum of understanding and ratification.

MINUTESHealth Department - Expenditure of Funds**ACTION REQUESTED OF B/E:**

The Board is requested to approve the purchase of gift cards for snacks, refreshments, and incentives for the STD/HIV Prevention Program.

AMOUNT OF MONEY AND SOURCE:

<u>Total Amount</u>	<u>No. of Cards</u>	<u>Denomination</u>	<u>Company</u>
\$10,000.00	2,000	\$5.00	Rite Aid Corporation
5,000.00	1,000	\$5.00	Safeway, Inc.
5,000.00	1,000	\$5.00	Super Value/Save-A-Lot
\$20,000.00	-	4000-499012-3030-513200-604051	

BACKGROUND/EXPLANATION:

The Department requests approval to purchase various gift cards for the STD/HIV Prevention Program. The incentive cards will be distributed to help reduce the number of new HIV infections and improve the health of persons living with HIV/AIDS as well as to enhance staff ability to attract those encountered to receive counseling and testing on the STD/HIV testing van. T-Shirts are purchased and provided to the outreach team.

The STD/HIV Prevention Program adheres to all policies associated with the usage of incentives and has sufficient procedures in place to address the safeguarding and accountability of incentives purchased.

The Health Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for: 1) a single means of procuring all incentive cards through the Board of Estimates; 2) the documentation of each incentive card and

MINUTESHealth Department - cont'd

its recipient; 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and; 4) periodic internal reviews of programs' activity vis-à-vis the internal policy, which are to be shared with the Department of Audits.

This policy has been reviewed by both the Solicitor's Office and by the Department of Audits. Consistent with the original Board of Estimates approval, all requests for payment for the above incentive cards will be subject to the Department of Audits' approval.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the purchase of gift cards for snacks, refreshments, and incentives for the STD/HIV Prevention Program.

MINUTESBaltimore Development Corporation - Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a lease agreement with Neo Technologies, Inc., tenant, for the rental of a portion of the property known as 2901 Druid Hill Park Drive, Suites C104 and D104, at the Business Center @ Park Circle, consisting of approximately 1,780 square feet of flex/office space. The period of the agreement is effective upon Board approval through May 31, 2015, with one three-year renewal option.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Rent</u>	<u>Monthly Installments</u>
1	\$14,685.00	\$1,223.75

After year one, the base rent will be increased annually by an amount equal to 4% of the annual rent each year in order to allow for any increases in building expenses.

BACKGROUND/EXPLANATION:

The tenant is a complete sales, services, and supplier of computer printers and remanufactured toner cartridges. Neo Technologies, Inc. is an authorized dealer and/or authorized services dealer for Hewlett Packard, Cannon, Tektronix, QMS, and others. Neo Technologies, Inc. has been a tenant for approximately 15 years. The company is reducing its square footage due to business changes.

The space is leased on an "as is" basis with the exception of the landlord installing carpet in suite C104. The tenant will be responsible for any additional improvements or build-out of the premises.

MINUTES

BDC - cont'd

All other landlord services such as utilities, limited janitorial services, maintenance and repairs to the premises are included in the initial base rent.

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 said insurance policies.

(FILE NO. 55469)

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the lease agreement with Neo Technologies, Inc., tenant, for the rental of a portion of the property known as 2901 Druid Hill Park Drive, Suites C104 and D104, at the Business Center @ Park Circle, consisting of approximately 1,780 square feet of flex/office space.

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. Harvey Lee Carter	1317 Hillman Street	F/S	\$ 18,500.00
Funds are available in account 9910-910715-9588-900000-704040, Johnston Square Project. (FILE NO. 57070)			
2. Steven H. Greenfeld, Trustee for the Bankruptcy Estate of Ashford Alegenon	3317 Woodland Ave.	L/H	\$ 6,800.00
Funds are available in account 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Corridor. (FILE NO. 57083)			
3. Mike Miguel	2758 Tivoly Ave.	L/H	\$ 44,533.00
Funds are available in account 9910-904326-9588-900000-704040, Coldstream Homestead Montebello Project. (FILE NO. 57188)			
4. Abdullah Ayazi	2742 Tivoly Ave.	L/H	\$ 84,700.00
Funds are available in account 9910-904326-9588-900000-704040, Coldstream Homestead Montebello Project. (FILE NO. 57188)			

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 amount/s.

Dept. of Housing and Community Development - Condemnations

5. Estate of Lanora Yoffee, Country Club Trust Company	4978 Denmore Ave.	G/R \$120.00	\$ 800.00
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Funds are available in 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Avenue Corridor.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Prior</u> <u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options - cont'd</u>			
(FILE NO. 57083)			
<u>Law Department - Settlement</u>			
6. Wanda Brown	2014 Ashland Ave.	L/H	\$ 12,020.00

On February 3, 2010, the Board approved the acquisition by quick take condemnation of the leasehold interest in 2014 Ashland Avenue for the amount of \$15,980.00. However, the owner had a State Department of Assessments valuation of \$70,200.00. The parties agreed to settle the action for \$28,000.00. Therefore, the Board is requested to approve an additional \$12,020.00 in the settlement of this case.

Funds are available in account 9910-906416-9588-900000-704040, EBDI Project. **(FILE NO. 56017)**

7. Bulldog Baltimore 1, LLC	3335 Woodland Ave.	F/S	\$ 4,500.00
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On December 21, 2011, the Board approved the acquisition by condemnation of the fee simple in the 3335 Woodland Avenue for the amount of \$9,500.00. However, the owner of the property interest obtained an appraisal that valued the property at \$20,000.00. The State Department of Assessment revealed a valuation of \$20,000.00. The parties agreed to settle the condemnation case for \$14,000.00. Therefore, the Board is requested to approve an additional \$4,500.00 in the settlement of this case.

Funds are available in account 9910-903187-900000-704040, Park Heights Area. **(FILE NO. 57083)**

UPON MOTION duly made and seconded, the Board approved and authorized the foregoing options and settlements.

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 11** favorable reports on Transfers of Funds approved by the Board of Estimates at its meeting on June 13, 2012.

The Board **NOTED** the 11 reports.

MINUTES

Bureau of Solid Waste - Employee Expense Statements

The Board is requested to approve the expense statements for the following employees:

1. **DERRICK ROGERS** **\$ 90.00**

Account: 1001-000000-5153-701600-603050

Mr. Rogers submitted a receipt for reimbursement for the fee he paid to obtain his Learner's Permit for a CDL License. However, the receipt was misplaced and as a result, his expense account for the cost of the Learner's Permit, which he paid in January 2012, was not submitted on an expense account within the 40-day time limit for submittal.

2. **ANTHONY PAIGE** **\$ 93.25**

Account: 1001-000000-5153-701600-603026

Mr. Paige submitted a receipt for reimbursement for the fee he paid to have a fingerprint test performed, which is required to renew his Pest Control Worker's License. However, the receipt was misplaced and as a result, his expense account for the cost of the test, which he paid in December 2011, was not submitted on an expense account within the 40-day time limit for submittal.

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 statements for the foregoing employees.

MINUTES

Department of Public Works/ - Task Assignment
Bureau of Solid Waste

ACTION REQUESTED OF B/E:

The Board is requested to approve an assignment of Task No. 002 to Arm Group, Inc., under Project No. 1157.1, On-Call Solid Waste Management Services.

AMOUNT OF MONEY AND SOURCE:

\$107,443.25 - 9948-902047-9517-900220-703331

BACKGROUND/EXPLANATION:

On September 21, 2011, the Board awarded Arm Group, Inc. the On-Call Project 1157.1. Solid Waste requires leachate transport system upgrades to minimize scaling at the Quarantine Road Landfill.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved assignment of Task No. 002 to Arm Group, Inc., under Project No. 1157.1, On-Call Solid Waste Management Services.

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 pages:

2657 - 2659

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

The President **ABSTAINED** on item nos. 5 - 13.

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

1. EWO #001, \$115,440.09 - Project No. 743, Reconstruction of Annapolis Road/Waterview Avenue Interchange at MD 295 Russell Street

\$ 698,229.63 -	Jacobs Engineering Group, Inc.	-	-
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2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$101,588.00	9950-9011824-9509	
Federal	Constr. Reserve	
	Maisel Street	
	Pedestrian Bridge	
25,397.00	" "	
<u>MVR</u>		
\$126,985.00	-----	9950-901882-9508-2
		Contingencies -
		Annapolis Road
		Bridge

This transfer will provide funds to cover the costs related to BD No. 10316, Project 743, Change Order No. 1, for Annapolis Road/Waterview Avenue Interchange, by Jacobs Engineering Group, Inc.

MINUTES

EXTRA WORK ORDERS

	<u>Contract</u>	<u>Prev. Apprvd.</u>		<u>Time</u>	<u>%</u>
	<u>Awd. Amt.</u>	<u>Extra Work</u>	<u>Contractor</u>	<u>Ext.</u>	<u>Compl.</u>
<u>Department of Transportation</u>					
3.	<u>EWO #002, \$ 0.00 - TR 11301, Resurfacing Highways @ Various Locations - NW Sector II</u>				
	\$ 2,043,094.97	\$ 4,575.00	M. Luis Constr. Co., Inc.	150 days	-
4.	<u>EWO #011, \$73,796.40 - TR 10005, Uplands Redevelopment: Mass Grading</u>				
	\$18,279,447.78	\$ 1,016,451.15	Monumental Paving & Excavating Inc.	-	-
<u>Bureau of Water and Wastewater</u>					
5.	<u>EWO #004, \$45,305.01 - S.W.C. 7752, Glen Edwards Run Box Culvert Rehabilitation</u>				
	\$1,093,990.00	\$ 227,210.38	Allied Contractors, Inc.	0	99
6.	<u>EWO #006, \$32,401.91 - S.W.C. 7761, Drainage Repairs and Improvements at Various Locations</u>				
	\$ 453,076.42	\$ 2,740,932.00	Monumental Paving & Excavating, Inc.	0	70
7.	<u>EWO #037, \$44,965.97 - W.C. 1198, Urgent Need Work Infrastructure Rehabilitation Various Locations</u>				
	\$10,473,325.00	\$12,896,273.81	Spiniello Companies	0	90
8.	<u>EWO #051, \$817,624.87 - W.C. 1198, Urgent Need Work Infrastructure Rehabilitation Various Locations</u>				
	\$10,473,325.00	\$15,331,989.08	Spiniello Companies	-	-

Representatives of Water Engineering discovered several water mains in the vicinity of Mt. Royal Avenue that were leaking into the Amtrak Railroad tunnel under North Avenue. The On-Call contractor was directed to mobilize and make the necessary repairs. The work was tracked by representatives of the Construction Management Division.

MINUTES

EXTRA WORK ORDERS

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

Bureau of Water and Wastewater - cont'd

9. EWO #033, \$401,097.94 - S.C. 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant

\$115,688,000.00	\$1,462,697.85	Fru-Con Construc-	54	33
		tion, LLC		

During pile driving operations, the contractor identified an existing bulkhead that was shown as removed on the archival drawings, and therefore not addressed in current project documents. The bulkhead, constructed of concrete, wood, and metal created an impenetrable subsurface and had to be removed to allow continuation of the pile driving.

10. EWO #037, (\$28,537.85) - S.C. 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant

\$115,688,000.00	\$1,903,991.08	Fru-Con Construc-	0	54
		tion, LLC		

11. EWO #041, \$87,977.21 - S.C. 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant

\$115,688,000.00	\$2,029,469.59	Fru-Con Construc-	0	57
		tion, LLC		

12. EWO #042, \$35,509.47 - S.C. 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant

\$115,688,000.00	\$2,118,342.41	Fru-Con Construc-	0	57
		tion, LLC		

13. EWO #053, \$26,776.54 - S.C. 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant

\$115,688,000.00	\$2,234,843.95	Fru-Con Construc-	0	63
		tion, LLC		

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

The Board is requested to approve and authorize execution of an agreement with the Baltimore Child Abuse Center (BCAC). The period of the agreement is effective upon Board approval through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$55,000.00 - 5000-512812-2021-212700-600000

BACKGROUND/EXPLANATION:

The State of Maryland, Department of Public Safety and Correctional Services (DPSCS), is required under Criminal Procedure Article subsection 11-713(3) and (4), and under COMAR 12.6.01.17 to reimburse each local law enforcement unit annually for processing registration statements, fingerprints, photographs, and for performing community notification requirements.

The rate for reimbursement is \$200.00 per sexual offender registration, with 1,481 active registrants. Based on that calculation, a payment of \$296,200.00 was disbursed to the Department.

This funding is on-going and is to be spent until exhausted. The BCAC will employ a Forensic Interviewer and be reimbursed for expenditures not-to-exceed \$55,000.00 out of the \$296,200.00 reimbursement from the DPSCS.

MINUTES

Police Department - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the agreement with the Baltimore Child Abuse Center.

MINUTES

Police Department - Grant Adjustment Notices

The Board is requested to approve and authorize acceptance of the following Grant Adjustment Notices (GAN) from the Maryland Emergency Management Agency (MEMA):

1. 2009 METROPOLITAN MEDICAL RESPONSE SYSTEM \$0.00

Account: 4000-435610-2110-683800-600000

On May 26, 2010, the Board authorized acceptance of a Grant Award Agreement for the 2009 Metropolitan Medical Response System, funded through the U.S. Department of Homeland Security in the amount of \$321,221.00. The GAN extends the period of the award through June 30, 2012. All other conditions will remain in full force and effect.

2. 2009 STATE HOMELAND SECURITY PROGRAM (SHSP) \$0.00

Account: 4000-435810-2010-683900-600000

On May 26, 2010, the Board authorized acceptance of a Grant Award Agreement for the 2009 SHSP in the amount of \$2,056,926.00. This grant provides funds to build capabilities at the State and local levels. Activities implemented under SHSP must support terrorism preparedness by building or enhancing capabilities that relate to the prevention of, protection from, or response to terrorism in order to be considered eligible. Eligible activities include planning, organization, training, exercises, equipment, and personnel. The GAN extends the period of the award through July 31, 2012.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the foregoing Grant Adjustment Notices from the Maryland Emergency Management Agency.

MINUTES

Department of General Services - Energy Efficiency Community
Block Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the energy efficiency community block grant agreement with the Creative Alliance, Inc. The period of the agreement is effective upon Board approval through August 31, 2012.

AMOUNT OF MONEY AND SOURCE:

\$3,500.00 - 9916-913900-9197

BACKGROUND/EXPLANATION:

The Department has received an award under the Energy Efficiency and Conservation Block Grant Program from the U.S. Department of Energy.

Under the terms of the sub-grant agreement, the community non-profit will implement energy efficiency upgrades to its facility located at 3134 Eastern Avenue. The DGS and the Department of Planning, Office of Sustainability have worked in collaboration to solicit, review, and numerically score "Energy Saver Grant" applications from Baltimore non-profits for use of these funds. This organization received a qualifying score for proposed energy upgrades. The total project cost is \$3,500.00.

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

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the energy efficiency community block grant agreement with the Creative Alliance, Inc.

MINUTES

Department of General Services - Minor Privilege Permit Application

The Board is requested to approve the following application for a Minor Privilege Permit. The application is 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. 1119 Light Street	Pelta Management, LLC	One dumpster 6' x 4'
Annual Charge: \$336.00		
2. 100 E. Pratt Street	100 East Pratt Street Business Trust	One doubled face non-illuminated sign 5 sq. ft.
Annual Charge: \$ 70.40		
3. 6 W. Cross Street	West Cross Street, LLC	One cornice sign 10' x 2', two bracket signs 3' x 3'
Annual Charge: \$140.60		
4. 1727 Aliceanna St.*	School House Properties, LLC	One set of steps, one canopy 12'6" x 3'1"
1729 Aliceanna St.*		One set of steps, one canopy 12'6" x 3'1"
1731 Aliceanna St.*		One set of steps, one canopy 12'6" x 3'1"

*all addresses a/k/a 700-26 S. Ann Street

Annual Charge: \$343.74

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

MINUTESDepartment of General Services - On-Call Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an on-call agreement with KCI Technologies, Inc. (KCI) for Project No. 1126K. The period of the agreement is effective upon Board approval for two years, or until the upset limit is reached, whichever comes first.

AMOUNT OF MONEY AND SOURCE:

\$1,997,807.96 - Upset limit

BACKGROUND/EXPLANATION:

Various City agencies, on a continuing basis, require civil and structural engineering services to modify, upgrade or repair their facilities. Typically, the work involved is limited in scope or of an urgent nature, which in either case, should not be postponed until the customary civil/structural engineering selection process can be executed. To accommodate this type of work, the Department wishes to establish an on-call civil structural engineering agreement with the KCI. The services will be provided on an as-needed basis, as needs are identified.

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

The period of the contract is for two years. However, projects started within the two-year period may continue beyond the two-year time frame until completion. The total fee for this consultant's contract will not exceed \$1,997,807.96 for the two-year period.

The consultant was selected pursuant to the Architect and Engineering Awards Commission (AEAC) under AEAC Project No. 1126.

MINUTES

DGS - cont'd

MBE/WBE PARTICIPATION:

MWBOO SET GOALS OF 23% MBE AND 10% WBE.

MBE: Arel Architects, Inc.	10.00%
Sidhu Associates, Inc.	<u>13.00%</u>
Total	23.00%
 WBE: PELA. Design Group, Inc.	 10.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the on-call agreement with KCI Technologies, Inc. for Project No. 1126K.

MINUTES

Department of Housing and - Expenditure of Funds
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds for the 18th Annual Family Fun Festival to be held by the Citizens United for the 44th District on August 11 and 12, 2012.

AMOUNT OF MONEY AND SOURCE:

\$7,083.20 - 1001-000000-1773-179600-603026

BACKGROUND/EXPLANATION:

The Family Fun Festival was established as a part of the Office of Community Services, DHCD. This event is held in the Franklin Square community. The festival will provide arts and crafts, music, and educational activities.

APPROVED FOR FUNDS BY FINANCE.

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the expenditure of funds for the 18th Annual Family Fun Festival to be held by the Citizens United for the 44th District on August 11 and 12, 2012.

MINUTES

Department of Housing and - Lien Release
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the release of liens, plus all accrued interest and/or penalties on the vacant property located at 1718 North Warwick Avenue, for the transferee, Coppin State University.

AMOUNT OF MONEY AND SOURCE:

\$4,146.63, plus all accrued interest and/or penalties

BACKGROUND/EXPLANATION:

Pursuant to the Annotated Code of Maryland, Tax Property 14-806, the Board has the authority to release liens against real property under certain circumstances. In this case, the property in question complies with all requirements under the lien release law:

- the property is a vacant house,
- the liens exceed the assessed value of the property, and
- the transferee will redevelop the property and return it to productive use within a reasonable time and eliminate blighting conditions.

The transferee, will redevelop the vacant property, return it to productive use within a reasonable time, and eliminate blighting conditions. This vacant building is part of a 10-acre land assemblage for the construction of a Science and Technology Center. The release of liens on the property will make it financially feasible for redevelopment and prevent tax abandonment.

MINUTES

DHCD - cont'd

Prior to settlement, transferee will pay the purchase price listed in the agreement of sale in the amount of \$18,000.00. This amount exceeds the flat tax and water of the property in the amount of \$3,495.74. The amount paid will be applied to satisfy the water bill, real estate taxes, flat tax first, and other liens that have accrued prior to the date of this lien release.

Any additional property tax assessments, water charges, and liens that accrue from the date of this lien release will be the responsibility of the transferee to pay prior to settlement. Failure to record the deed and pay the assessed value of \$18,000.00 within 120 days from the date of approval by the Board, will void this release.

(FILE NO. 56674)

UPON MOTION duly made and seconded, the Board approved the release of liens, plus all accrued interest and/or penalties on the vacant property located at 1718 North Warwick Avenue, for the transferee, Coppin State University. The President

ABSTAINED.

MINUTES

Department of Housing and - Estoppel Certificate and
Community Development Mortgagee's Rights Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an estoppel certificate and mortgagee's rights agreement between the Department of Housing and Community Development (DHCD), Bank of America, N.A., the Department of Housing and Community Development of the State of Maryland (DHCD-MD), Hudson Housing Capital LLC, and the Columbus School Limited Partnership.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On March 30, 2011, the Board approved a Land Disposition Agreement (LDA) between DHCD and the Columbus School Limited Partnership (School 99) Project located at 2000 E. North Avenue and for certain parcels located on the west side of North Castle Street. The Columbus School Limited Partnership will construct thereon a rental housing complex, containing 50 affordable rental units.

The DHCD-MD intends to make construction and permanent loans to the developer in the approximate aggregate principal amount of \$1,404,958.00. Bank of America, N.A. intends to make a construction loan to the developer in the approximate principal amount of \$8,000,000.00.

The estoppel certificate and mortgagee's rights agreement clarifies the rights of the City and the lenders in the event of a default by the developer under the LDA or the loans and it gives the lenders added security and confidence in lending to the developer.

MINUTES

DHCD - cont'd

The DHCD recommends that the Board approve the estoppel certificate and mortgagee's rights agreement because of the tremendous benefits of this project to the community which includes the creation of 50 units of affordable housing, elimination of long-term blighting conditions, stabilization of the community, construction job opportunities and a substantial increase in the property values.

MBE/WBE PARTICIPATION:

The Developer signed a Commitment to Comply with the Minority and Women's Business Enterprise Program in the LDA.

(FILE NO. 57222)

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the estoppel certificate and mortgagee's rights agreement between the Department of Housing and Community Development (DHCD), Bank of America, N.A., the Department of Housing and Community Development of the State of Maryland (DHCD-MD), Hudson Housing Capital LLC, and the Columbus School Limited Partnership.

MINUTES

Department of Housing and - Local Government Resolutions
Community Development

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

The following organizations are applying to the State of Maryland's Department of Housing and Community Rental Housing Production Program (MD-RHPP), the Low Income Housing Tax Credit Program (MD-LIHTC), Rental Housing Funds Loan (RHFL), and/or Historic Tax Credits. A local government resolution of support is required by the State for all applications to these programs for funding.

<u>Organization</u>	<u>Amount</u>
1. COLUMBUS SCHOOL PROJECT (SCHOOL 99)	\$13,000,050.00
	\$ 1,404,958.00 (RHFL)
	\$ 9,703,516.00 (LIHTC)
	\$ 1,891,576.00 (HTC)

On March 30, 2011, the Board approved the land disposition agreement with the Columbus School Limited Partnership - Columbus School (School 99) Project located at 2000 E. North Avenue and for certain parcels located on the west side of North Castle Street.

The project includes the historic rehabilitation of the Columbus School into a fifty-unit affordable rental housing complex for families with parking on the Castle Street parcels. The Bank of America N.A. intends to make a construction loan to the developer in the approximate principal amount of \$8,000,000.00.

(FILE NO. 57222)

MINUTES

DHCD - cont'd**2. The O'DONNELL TOWNHOMES I, PHASE 1A \$2,235,684.00**\$ 900,000.00
(MD-RHPP)\$1,335,684.00
(MD-LIHTC)

The O'Donnell Townhomes I (Phase 1A) project will involved the new construction of a housing development project consisting of 76 affordable rental housing units. The project will provide 12 non-elderly disabled NED units, four UFAS units and 4 long-term affordable UFAS units. All of the units will be affordable to persons with incomes at or below 60% of area median income. This undertaking represents the first phase of a comprehensive redevelopment of the O'Donnell Heights public housing site.

(FILE NO. 57308)**3. THE FELLS POINT STATION \$1,963,522.00**\$1,125,000.00
(MD-RHPP)\$ 838,522.00
(MD-LIHTC)

The Fells Point Station project will involve the acquisition and rehabilitation of a historic police station along with the new construction of a four story building. Upon completion, the project will create 47 mixed-income housing units of which 34 of the units will be affordable to persons with incomes at or below 60% area median income. The project will also provide six non-elderly disabled NED units, four UFAS units and four long-term affordable UFAS units. The project is located at 1621 Bank Street in the Fells Point Neighborhood.

(FILE NO. 55146)

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of the Baltimore City Code Minority and Women's Business Program is fully applicable and no request for waiver or exception has been made.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the foregoing local government resolutions.

MINUTES

Department of Housing and Community Development (DHCD) - Memorandum of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve a Memorandum of Agreement (MOA) with the Maryland State Historic Preservation Officer, and The Advisory Council on Historic Preservation (ACHP).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The MOA establishes procedures for compliance with historic preservation requirements in connection with the expenditure of Community Development Block Grant (CDBG) funds for certain demolition activities.

In November 2011, the DHCD proposed to the Maryland Historical Trust (MHT) to demolish 101 vacant, blighted properties in the City, including a number of buildings in Johnston Square. The MHT determined that consultation was necessary in order to be in compliance with historic review requirements that are attached to CDBG funds.

The MOA is a result of the historic preservation consulting process between the DHCD, CHAP, MHT, the ACHP, and Baltimore Heritage. The MOA also responds to additional comments from community organizations affected by the proposed demolitions. The MOA has been reviewed and signed by the State Historic Preservation Officer, the ACHP, and CHAP.

This MOA requires the DHCD to ensure and carry out the following stipulations:

- document the buildings with archival photographs,

MINUTES

DHCD - cont'd

- document St. Frances Academy with archival photographs,
- salvage historic architectural features from City-owned structures before demolition,
- install one public interpretation panel in Johnston Square,
- create one webpage of this same public interpretation,
- explore alternatives to demolition for 1200, 1202, 1206, 1208, 1210, and 1214 Homewood Avenue, and
- consult with the Department of Planning as the DHCD works in the four affected neighborhoods.

UPON MOTION duly made and seconded, the Board approved the Memorandum of Agreement with the Maryland State Historic Preservation Officer, and The Advisory Council on Historic Preservation.

MINUTES

Department of Housing - Grant Agreement
and Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with Edmondson Village Collaborative, Inc. The period of the grant agreement is effective upon Board approval through December 31, 2012.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 9910-907036-9588-900000-704044

BACKGROUND/EXPLANATION:

The purpose of the grant agreement is to support the organization in its efforts to implement a Healthy Neighborhoods program in the community.

The Healthy Neighborhoods is a program that works to build real estate values in stable communities through a combination of loan programs, marketing and community organizing. The DHCD is providing a one-time grant in the amount of \$50,000.00 to offset the executive director's salary, help support efforts to market the community and to pay operating expenses.

MWBOO GRANTED A WAIVER

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(FILE NO. 56594)

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the grant agreement with Edmondson Village Collaborative, Inc.

MINUTES

Department of Housing - Fourth Amendatory Agreement
and Community Development

ACTION REQUESTED OF B/E:

The Board is requested approve and authorize the fourth amendatory agreement with Healthy Neighborhoods, Inc. for its Home Improvement Loan Program.

AMOUNT OF MONEY AND SOURCE:

\$150,000.00 - 9910-916037-9588-900000-706047

BACKGROUND/EXPLANATION:

On April 23, 2008 the Board approved the original grant agreement in the amount of \$1,000,000.00 through Ordinance 07-513 in General Funds to provide matching loans to qualified homeowners. In April 2010 the Board approved the First Amendment permitting \$333,333.00 to be moved to Healthy Neighborhoods, Inc.'s FY10 Operating Agreement and replenishing with \$583,333.00 in FY10 General Obligation Bonds.

In September 2011 a Second Amendment was approved adding \$300,000.00 to the fund and in December 2011 a Third Amendment was approved to extend the time provided to make loans.

This Fourth Amendment will replenish the Match Grants Fund by \$150,000.00 for a total City expenditure of \$1,700,000.00.

Matching Grant Funds are provided to homeowners that use the Healthy Neighborhoods Home Improvement Loan Product. Eligible buyers must qualify for a minimum of a \$5,000.00 HNI loan product and cannot earn more than 120 percent of the Area Median Income, or \$98,520.00 for a household of four. The Matching Grant is structured as a second or third deed of trust against the property and is forgiven by 20 percent for each year the owner occupant remains in the property. The borrower is responsible for paying all closing costs, including points. All other terms of the grant agreement remain in effect.

MINUTES

DHCD - cont'd

The Matching Grant Fund is one of Healthy Neighborhood's most effective tools for building value in stable but under-priced communities. Since its inception, Healthy Neighborhoods has closed 220 grants totaling approximately \$1,017,807.00.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the fourth amendatory agreement with Healthy Neighborhoods, Inc. for its Home Improvement Loan Program.

MINUTES

Department of Housing and - Grant Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement with the Healthy Neighborhoods, Inc. (HNI).

AMOUNT OF MONEY AND SOURCE:

\$200,000.00 - Healthy Neighborhood FY12 General Obligation Bonds
400,000.00 - General Funds
\$600,000.00

Funds are available in accounts: 9910-906015-9588-900000-706047
9910-906730-9588-900000-706047

BACKGROUND/EXPLANATION:

The HNI received \$750,000.00 in General Obligation Bonds through the City's FY12 Capital Budget to support Healthy Neighborhood organizations' efforts to increase values in stable but under-priced communities. The majority of the HNI's work is carried out by 13 non-profit organizations. In order to provide support to these organizations, the HNI requested that the City exchange \$400,000.00 of its General Obligation Bonds with an equal amount of General Funds.

The \$600,000.00 will be used to provide capital and operating support for the City's 13 Healthy Neighborhood organizations.

In a separate request, the Board will be requested to approve \$150,000.00 to be used to continue the HNI's matching grants program. On June 27, 2012, the Board approved a transfer of funds in the amount of \$150,000.00 for this project. The remaining funds will be used to provide architectural services for owner occupants who utilize the HNI loan products to help plan improvements and review contractor documents; small capital grants up to \$5,000.00 that will be awarded competitively for block-based improvements projects; and large capital grants up

MINUTES

DHCD - cont'd

to \$20,000.00 that will be awarded competitively to develop capital projects with a minimum life span of 20 years.

Since its inception in 2000, the HNI has settled 132 loans for a total of \$24,814,769.00 using a \$40,000,000.00 loan fund and are doubled median sales prices on its target blocks. Fifteen neighborhoods qualify as healthy neighborhoods areas and are eligible for acquisition/rehabilitation loans, refinancing, and home improvement loans.

MBE/WBE PARTICIPATION:

The HNI has signed the Commitment to Comply with the Minority and Women's Business Enterprises Program of Baltimore City.

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

DHCD - cont'd

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
1.	\$200,000.00	9910-902935-9587	9910-906015-9588
	30 th Comm.	Healthy Neighbor-	Healthy Neighbor-
	Dev. Bonds	hoods, Inc. - Reserve	hoods, Inc.

In accordance with HCD's FY12 Capital Budget, funds are being transferred to support Healthy Neighborhood Projects.

2 a.	\$400,000.00	9910-906730-9588	9910-906015-9588
	General	Affordable Housing	Healthy Neighbor-
	Funds	Program AHP - Uplands	hoods, Inc.
		Redevelopment	
b.	\$400,000.00	9910-902935-9587	9910-906730-9588
	30 th Comm.	Healthy Neighborhoods,	AHP - Uplands Re-
	Dev. Bonds	Inc.	development

In its FY12 capital budget, DHCD allocated \$750,000.00 in General Obligation Bonds to the Healthy Neighborhoods, Inc. (HNI). The HNI has requested DHCD to provide \$400,000.00 of General Funds to be used for HNI operating costs in exchange for \$400,000.00 of General Obligation Bonds. Therefore, the DHCD is transferring General Funds from the Affordable Housing Program to the HNI and replacing those funds with GO Bonds from the HNI.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the grant agreement with the Healthy Neighborhoods, Inc. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Housing and - Agreements
Community Development

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

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

Account: 2089-208913-5930-427838-603051

Under the terms of this agreement, the funds will be used to subsidize the transportation costs of the SuperKids Camp 2012. The SuperKids Camp 2012 will serve low-performing, low-income, rising 2nd, 3rd, and 4th grade students by offering a five-week enrichment program. This program is designed to help students enrolled in the Baltimore City Public School System improve or maintain their reading skills during the summer. The period of the agreement is effective upon Board approval through August 3, 2012.

2. **WYMAN PARK CENTER COUNCIL, INC.** **\$ 14,250.00**

Account: 2089-208913-5930-426030-603051

The organization will operate the Wyman Park Tutorial Program to serve as a support system for students who are potential dropouts, discouraged with schoolwork, and who require remedial educational assistance to maintain grade level standards. Under the terms of this agreement, the funds will be used to subsidize the organization's operating costs. The period of the agreement is September 1, 2012 through June 30, 2013.

3. **COMMUNITY MEDIATION PROGRAM, INC.** **\$ 26,420.00**

Account: 2089-208913-5930-425926-603051

The organization will work to reduce interpersonal and community violence by utilizing non-violent conflict reso-

MINUTES

DHCD - cont'd

lution strategies. The Community Mediation Program will provide free conflict resolution and mediation services to low and moderate-income persons in Baltimore City. Under the terms of this agreement, the funds will be used to subsidize the organization's operating costs. The period of the agreement is effective upon Board approval through June 30, 2013.

4. **BALTIMORE READS, INC.** **\$ 46,800.00**

Account: 2089-208913-5930-423734-603051

The organization will provide adult literacy services and job readiness training at the Ripken Adult Learning Center. The services will include English as a Second Language program at its main office, Adult Basic Education, Pre-GED and GED classroom instruction, individual tutoring, and monthly employability workshops. In addition, non-readers and Pre-GED services will be provided free of charge to low and moderate-income Baltimore City residents. The period of the agreement is effective upon Board approval through June 30, 2013.

5. **DRUID HEIGHTS COMMUNITY DEVELOPMENT CORPORATION, INC. (DHCDC)/UPTON PLANNING COMMITTEE (UPC)** **\$ 42,750.00**

Accounts: 2089-208913-5930-665681-603051	\$ 17,800.00
2089-208913-5930-665676-603051	\$ 12,950.00
2089-208913-5930-665683-603051	\$ 12,000.00

Under the terms of this agreement, the DHCDC will use the funds to subsidize the operating costs of the UPC. The DHCDC will serve as the fiscal agent for the UPC. The UPC will carry out eligible public information and organiza-

MINUTES

DHCD - cont'd

tional capacity building to carry out neighborhood revitalization and other Community Development Block Grant-eligible activities within the Upton community. The period of the agreement is effective upon Board approval through June 30, 2013.

6. **MARYLAND NEW DIRECTIONS, INC.** **\$ 31,540.00**

Account: 2089-208913-5930-429934-603051

Maryland New Directions, Inc. will provide career counseling, job training and placement, and outreach services to low and moderate-income displaced homemakers, out-of-school youth, and female ex-offenders. The organization will prepare its clients for employment and assist in job training and placement in jobs that provide a living wage and future promotion opportunity. Under the terms of this agreement, the funds will be used to subsidize the general management, oversight, and coordination of the career counseling, and human resources development program. The period of the agreement is effective upon Board approval through June 30, 2013.

7. **BANNER NEIGHBORHOOD COMMUNITY CORPORATION, INC.** **\$ 59,920.00**

Account: 2089-208913-5930-436630-603051

Under the terms of this agreement, the organization will use the Community Development Block Grant-38 funds to provide summer employment, educational, recreational, and cultural enrichment activities for youth in Southeast

MINUTES

DHCD - cont'd

Baltimore City. The period of the agreement is effective upon Board approval through June 30, 2013.

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 the execution of the foregoing agreements. The Mayor

ABSTAINED on item no. 1.

MINUTES

Department of General Services

Mr. Charles Riemer, retiree, will continue to work as a Building Repairer. He will be responsible for building maintenance, set-up and removing items for special events within City Hall, as well as providing assistance to visitors and/or tourists who may be touring City Hall or observing the CitiStat process. The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:Hourly Rate

\$12,000.00 - 1001-000000-1930-192600-601009 \$10.00

THE PERSONNEL MATTER HAS BEEN APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.

MINUTESBaltimore City Parking Authority - Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a lease agreement with Wall Street Properties, LLC for 80 parking spaces located at 1201 Wall Street. The period of the lease agreement is August 1, 2012 through July 31, 2022.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$134,400.00	\$11,200.00

Account: 2076-000000-2321-707700-603013

BACKGROUND/EXPLANATION:

The Wall Street Garage is located in Federal Hill, a neighborhood with high parking demand. The facility is currently extremely under-utilized and is one block from the City-owned West Street Garage, which operates at capacity on weekends and during large stadium events. By leasing these 80 parking spaces and transferring monthly contract parkers from the West Street Garage to the Wall Street Garage, more parking can be accommodated in Federal Hill during peak demand periods.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

(FILE NO. 57385)

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the lease agreement with Wall Street Properties, LLC for 80 parking spaces located at 1201 Wall Street.

MINUTES

Office of the Mayor - First Amendment to Employment Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a first amendment to employment agreement with James S. Clack. The period of the agreement is effective upon Board approval through July 1, 2018.

AMOUNT OF MONEY AND SOURCE:

\$161,262.00 - 1001-000000-2101-225900-601061

BACKGROUND/EXPLANATION:

The City desires to continue to employ Mr. Clack as the Fire Chief of Baltimore City through the current term of Mayor Stephanie Rawlings-Blake, in accordance with the Baltimore City Charter. If the Mayor is elected to a new term and chooses to reappoint Mr. Clack as Fire Chief, Mr. Clack will be entitled to a continuation of the benefits provided in this contract unless a modification of this contract is executed.

Under the terms of this first amendment to employment agreement, Mr. Clack will continue to be compensated at the rate of \$161,262.00, as set in the current budget for the fiscal year 2012. His compensation will increase to \$164,487.00 on January 1, 2013 and incrementally increase every January 1 thereafter through January 1, 2018.

Mr. Clack has been charged with the effective and impartial enforcement of all applicable laws and regulations of the City and of the State of Maryland for the protection of all citizens who live or work in the City or who visit the City. He repre-

MINUTES

Office of the Mayor - cont'd

sents and oversees the effective operation of the Fire Department, including planning, organizing, directing, staffing, and coordinating all fire and emergency medical services operations.

Since his appointment in May 2008, Mr. Clack has been effectively carrying out the duties of Fire Chief of Baltimore City. Under his leadership, the Fire Department now has two Medic Assist Cars, has implemented the Operation Care Program and is moving the Department to a new Computer-Aided Dispatch (CAD) System. Additionally, there was a record 44% reduction in fire-related deaths and a 50% savings in overtime costs in FY09.

In June 2010, the International Association of Fire Chiefs submitted Mr. Clack's name as one of seven nominations to President Obama for the position of U.S. Fire Administrator. This nomination is yet another testament of Chief Clack's experience and leadership in the field of emergency and fire response.

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

APPROVED FOR FUNDS BY FINANCE

(FILE NO. 56678)

President: "The first item on the non-outline agenda can be found on pages 54 to 55, First Amendment to Employment Agreement. Will the parties please come forward?"

James C. Clack: "Good morning."

President: "Good morning."

Barbara Zektick: "Good morning, my name is Barbara Zektick, I am the Assistant Deputy Chief of Public Safety and Operations for the City of Baltimore. I am here today to request this Board's, this Honorable Boards approval of "The First Amendment

MINUTES

to Fire Chief James Clack's employment contract extending his employment through July 1, 2018. What this amendment does is extends the Fire Chief's employment until July, 2018 provides reasonable salary increases annually and provides terms for termination both with and without cause. Thank you."

President: "No. Thank You, Madame Comptroller."

Comptroller: "Yes, I have some concerns - -"

President: "Can you pull the mic up?"

Comptroller: "- Yes, I have some concerns. I reviewed the contract previously um - and it states that Mr. Clacks salary shall be ah - - set to include a percentage increase negotiated with the employees of the Local 964 and I was wondering why this contract has changed. Uh, and also I was wondering why the contract extends beyond the term of Elected Officials. Of more concern to me is that when I did my calculations I noticed that the increases in the years uh - 2% and then I noticed in fourth year it jumps up -- when this term may end it jumps up 8% and over the life of the entire contract its 18%. Just wanted to know why there has been a change uh -- in it not being the percentage increase not negotiated with Local 964 and why it extends to 2018 as opposed to 2016."

Barbara Zektick: "First, I will address the issue of the term of the contract, the term is five years, we don't think this is

MINUTES

uncommon for a high level City Executive. There are terms however in the contract that allow for termination both with and without cause. Uh -- Should the - ah - ah should the term, should another Mayor feel that, that won't be appropriate."

Comptroller: "But even in the original contract it states that the Mayor has the authority to appoint or reappoint a high level official as long as the Mayor is in office, so why is it extending into 2018 and beyond the current term of this Board? Because 18 would be into another election."

Barbara Zektick: "It is a five year contract and we feel this isn't"

Comptroller: "Why is it extending to 2018 as opposed to 2016 because the Mayor does have the ability to carry over the High Level official to 2017 and 2018?"

Barbara Zektick: "Because we are very proud of Chief Clack's performance for this administration, he has brought the fire fatalities down substantially to the lowest number since 1938. He has brought down fire injuries, burn injuries substantially 47%, we have a very vested interest in seeing him continue his employment with the City for five years."

Comptroller: "But, also the original contract said that the percentage will be set in - uhm - would be set, the increase

MINUTES

would be negotiated with the employees of the Local 964, because the Mayor has the ability to increase the - ah - the Fire Chief's Salary through a performance evaluation. So, why is it being increased? Pardon me? Why is it 2% and then it jump - Why does it jump to 8%?"

Barbara Zektick: "We feel the salary is commensurate with other Fire Chiefs in similar sized Cities, we feel this is appropriate for keeping his performance on par for the next couple of years."

Comptroller: "Okay"

President: "Yes, David?"

Deputy City Solicitor: "Yes, Madam Comptroller, with respect to the termination of the contract it is no different than the contracts with the Police Commissioner. So, for example any Mayor, Subsequent Mayor including this current Mayor could terminate the contract. Uhm, What it does is project in the future that look we can have a - um - we can have consistency in who the person is and also provides the Chief with some level of understanding of what his employment situation is going to be."

Comptroller: "But that can be done without it being extended out to 2018, is that correct?"

MINUTES

Deputy City Solicitor: "Again, like I said it is no different than any other contract, like the contract with the Police Commissioner for example."

Comptroller: "But my question is - - it could be extended beyond 2016 if the current Mayor is still Mayor. It does not have to be until 2018, it could be held over because she could reappoint him - it doesn't have to be"

Mayor: "Those are the terms we negotiated."

Comptroller: "But my question is still "Why is it to 2018?" I understand you say those are the terms that were negotiated, but --"

Mayor: "That was the term of the contract that we both, on both sides of the negotiation felt was fair and appropriate."

Comptroller: "Okay"

President: "State your name."

Michael Campbell: "Michael Campbell, President, Baltimore Fire officers. And if you wouldn't mind I would rather read from a prepared statement."

President: "That's okay"

Mr. Campbell: "Keep myself out of trouble. Good morning Mayor Rawlings Blake, President Young and members of the Board, I stand before you to protest the employment extension and related raises for the Fire Chief James S. Clack. Chief Clack arrived

MINUTES

in Baltimore in 2008, since then he has closed three Fire Companies, permanently with another slated to close in October 2012. I feel that the closure of these companies has placed the residents and the men and women of the Baltimore City Fire Department at risk and causes a public safety concern. During the many months of listening to Chief Clack explain the reasoning behind these closures I have never heard the Chief once say why he needed to keep these companies. He only told everyone how he could do without them. His reply to any question concerning this issue was to tell you that he did not need them and closing the units would improve service and would not increase response times which are crucial when serving the Citizens of Baltimore in a time of emergency. I do not believe you can cut a core service such as Public Safety and then say things will improve. Whether it is a person suffering a heart attack or their house is on fire every second matters. Chief Clack also touted the decrease in Fire Deaths as a reason for closing the companies, the homicide rate is also down but you don't hear of the Police Department shutting down squad cars. I am deeply concerned about these cuts and do not believe that these will be the last under Chief Clacks tenure. It is my belief that Chief Clack's true intentions are to cut the Fire Department by 25% and redu -- reduce services further. Back in

MINUTES

2010 when the City offered the Fire Unions a 0% raise to the Fire Unions, Chief Clack was working behind the scene to get substantial raises for his command staff. In January and February of this year both Fire Locals were in contract negotiations again, and were and were told on numerous occasions, that the City had not budgeted raises for City employees and there was not new money available for the Fire Locals without a dramatic increase in work hours for Firefighters only. Yet on our last day of negotiations it came to our attention that our Chief has secured a 9% raise for his two assistant Chiefs. When I questioned him about this, his reply to everyone in the room was "I have to look out for my people." if that wasn't considered a slap in the face to all the men and women who ride the rigs, I thought we were his people. Fast forward to Monday and the members of the BCFD who had been told they would have to absorb significant healthcare increases, learned that on the day of the closing of Truck 15 and Squad 11 their Chief has been given this temporary - - this employment extension along with future raises. If there wasn't money available all this year for the rank and file without a dramatic increase in work hours and we are told the City needs us to absorb this dramatic increase in health care in order to balance the budget, then what is the justification for the two 9% raises

MINUTES

and now the Chief's raise? This is truly a kick in the stomach of each of my members and will not soon be forgotten. Chief Clack could show true leadership by refusing a raise until the rank and file receives one. If everyone is told to feel the pain, then everyone should feel the pain."

President: "Madam Mayor?

* * * APPLAUSE * * *

President: "Excuse me, before the Mayor comes in, Were you testifying as well?"

Rick Hoffman: "Yes sir?"

President: "Were you coming up to testify?"

Rick Hoffman: "Yes Sir I am."

President: "Do you want to wait until after he -- or do you want to go now?"

Mayor: "No, I will wait."

Rick Hoffman: "It's okay?"

President: "Yes."

Rick Hoffman: "Let me raise this microphone up, Mike needs to grow up."

* * * LAUGHTER * * *

Comptroller: "State your name."

Rick Hoffman: "Rick Hoffman, President Local 734, Baltimore Fire Fighters. I am here to echo Mike's statements. I also don't

MINUTES

want to have Michael or myself or our Unions feel like we are throwing a temper tantrum here to begrudge Chief Clack a raise. I know I want a raise, everybody here wants a raise. What this is, is -- we were told on numerous times and even the City Council person told us we need to suck this up. Health care is going up, you are not getting a raise, we actually even signed a negative contract if you really want to know the truth, this year. Which was fine, we kept our work schedule which is what we felt was important. However if we are all going to suck this up, I think it needs to start from the top down. I don't think Chief Clack or his command staff should take the raise when the rank and file who actually go out and make him look like the shining star in the sea of despair he does here, with the lowest fire deaths from 1938, I think I heard whatever it was, whatever year it was back then. That's great, that's fine and dandy, and he should deserve that credit. But I think the credit goes to a lot of guys in those Blue shirts right there and that's not what is being shown here. That's what I feel, the rank and file, if they are not going to get a raise then the Command staff no way either. Thank You."

President: "Thank you. Madam Mayor?"

* * * APPLAUSE * * *

MINUTES

Mayor: "Thank you Mr. President. So, when I came into office, even though the City was facing a more than \$121,000,000.00 budget deficit I was committed to reducing rotating closures without laying off one single fire fighter. We reduced closures from five to three. This reduction in closures was implemented along with additional changes that improved the operational effectiveness of the Department. In addition to CAD -- the implementation of our CAD System, Chief Clack aggressively sought funding for free smoke alarms that we know has had an impact on Public Safety. By ensuring vulnerable residents are safer and improving response times, we have seen great progress. Last year, the City experienced 17 fire deaths that is the lowest since 1938, and this year the City has only had only three. And this year, Chief Clack's team is implementing a change to end rotating closures. These changes will provide the Department with greater operational stability - and, most importantly, allow us to avoid layoffs in a year with another \$48,000,000.00 deficit. I believe that extending his contract will allow him to continue to implement meaningful changes to the Department and improve public safety in the city. As you know, in 2010, Chief Clack was a finalist for the position of U.S. Fire Administrator. Clearly, his leadership and professionalism has caught the eye of people around the country.

MINUTES

As for the length of the contract, while it extends to 2018, he must be reappointed after the next Mayoral election. Thank you."

President: "Thank you. There being no further discussion, I will entertain a motion."

Deputy City Solicitor: "I MOVE the approval of the Contract as submitted."

Director of Public Works: "Second."

President: "All those in favor AYE,"

Mayor: "AYE"

Deputy City Solicitor: "AYE"

Director of Public Works: "AYE"

President: "All those opposed NAY"

Comptroller: "NAY"

President: "Please note that I vote **NO**, the Motion carries."

Board of Estimates

July 10, 2012

Attn: Clerk

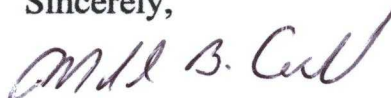
Room 204 City Hall

100 N. Holliday Street

Baltimore, Maryland 21202

I, Michael Campbell President of the Baltimore Fire Officers, Local 964 would like to protest the Agenda item found on page 54 concerning the "execution of a first amendment to employment agreement with James S. Clack." Chief Clack arrived in Baltimore in 2008. Since then he has closed 3 fire companies permanently and another will close on October 1, 2012. I feel that the closure of these companies has placed the residents and the men and women of the BCFD at risk and causes a Public Safety concern.

Sincerely,

A handwritten signature in dark ink, appearing to read "Michael B. Campbell", written in a cursive style.

Michael B. Campbell

President

Baltimore Fire Officers, Local 964



1202 RIDGELY STREET, BALTIMORE, MARYLAND 21230-2601 — 410-234-0734 — FAX: 410-837-0733

CHARLES R. HOFFMAN
President

JOHN BURKE, JR.
Secretary-Treasurer

LENORE SCHARF
1st Vice President

www.baltimorefirefighters.net



LORI UNDERWOOD
2nd Vice President

RUSSELL LICHTENBERG
Recording Secretary

July 10, 2012

Board of Estimates
Room 204 City Hall
100 N. Holliday Street
Baltimore, Maryland 21202

Attention: Clerk

Dear Members of the Board of Estimates:

I, Charles R. Hoffman, President of the Baltimore Fire Fighters, Local 734 would like to protest the Agenda item found on page 54 concerning the "execution of a first amendment to employment agreement with James S. Clack." Chief Clack arrived in Baltimore in 2008. Since then he has closed 3 fire companies permanently and another will close on October 1, 2012. I feel that the closure of these companies has placed the residents and the men and women of the BCFD at risk and causes a Public Safety concern.

Sincerely,

Charles R. Hoffman, President
Baltimore Fire Fighters Local 734

CRH:dln

July 10, 2012

Board of Estimates
Attn: Clerk
City Hall, Room 204
100 N. Holliday Street
Baltimore, Maryland 21202

Dear Ms. Taylor,

Below is my protest on behalf of all citizens and residents of Baltimore City who pay taxes and desire transparency in government processes.

1. Whom you represent: Self.
2. What the issues are: Page 54, Office of the Mayor—First Amendment to Employment Agreement:

I requested the Comptroller's office to see Mr. Clack's contract so I could understand what the city requires of the Fire Chief and see exactly what we are spending \$161,262+ a year for. This request was denied, because the contract renewal hasn't been approved by the board. I encountered a similar situation when I asked for a settlement agreement found in June 27th's BOE agenda on page 8 and was denied access until after the settlement was approved. I am concerned about this reoccurring incident because it prevents transparency and the citizens simply cannot see the full picture until after the money is spent. Is there a protocol or procedure in writing that states one cannot see documents pertinent to the BOE agenda until after approval? If so, could I have a copy? And why would such a procedure be in place?

3. How the protestant will be harmed by the proposed Board of Estimates' action: As a resident of Baltimore, I feel that all residents and citizens have the right to see how their money is being spent. The refusal to release said documents to the public BEFORE the money is approved to be spent is a clear indication that the Comptroller's office does not desire transparency, and this is a concern to me.

If you have any questions regarding this request, please email me at mjarosi1@jhu.edu.

Sincerely,
Marissa Jarosinski, Resident of Baltimore City
3100 St. Paul Street
Apartment 210
Baltimore, MD 21218

MINUTES

Mayor's Office - Grant Award Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a grant award agreement with the Corporation for National and Community Service. The period of the grant award agreement is May 20, 2012 through June 1, 2013.

AMOUNT OF MONEY AND SOURCE:

\$ 5,000.00 - 1001-000000-1250-152800-603002 (travel)
5,000.00 - 1001-000000-1250-152800-601001 (supervision)
\$10,000.00

BACKGROUND/EXPLANATION:

The grant agreement will provide 50 summer and 11 one-year AmeriCorps VISTA members who are and will be serving full time, in City government agencies and partner organizations, to implement and support the Mayor's Super Summer Reading Academy, and Power In Dirt, Recovery Corps, and Supper Club initiatives. These 61 individuals amount to a contribution valued at \$401,734.00. In addition, the Corporation has awarded a \$10,000.00 grant which will help to cover the cost of travel and supervision costs of these individuals.

The grant award agreement is late because the granting agency's delay in providing an executed Notice of Grant Award and Memorandum of Agreement.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized the acceptance of a grant award agreement with the Corporation for National and Community Service. The Mayor

ABSTAINED.

MINUTES

Mayor's Office of - TRANSFER OF LIFE-TO-DATE
Human Services 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, Wanda M. Simpson.

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>
Vicky Franklin	2
D'Andra Pollard	5
Evangaline C. "Jamilla"	<u>5</u>
Ketia	12

APPROVED FOR FUNDS BY FINANCE

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, Wanda M. Simpson.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

2704 - 2707

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

The Mayor **ABSTAINED** on item no. 1.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Mayorality Related/Department of Planning</u>		
1. \$470,000.00	9904-903001-9129	9904-934010-9127
Other Fund	Construction	Fire Academy Burn
Reserve	Reserve Unallo-	Building
	cated	

This transfer will provide appropriation/funds to cover the costs of renovations to the Fire Academy Burn Training Building located at 6720 Pulaski Highway. A grant provided by the BGE and Exelon will provide the funding for renovations to the Burn Training Center and will allow for training classes to be conducted at the academy by the BGE and Exelon as part of the agreement.

Department of Recreation and Parks

2. \$ 50,000.00	9938-901749-9475	9938-904749-9474
State	Reserve - Comm.	Active - Comm.
	Parks and Play-	Parks and Play-
	ground FY 08	ground FY 08

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1167, Task #9 to Greenman-Pedersen, Inc. and to reconcile the account's deficit.

3. \$20,000.00	9938-902740-9475	9938-907740-9474
MVR	Reserve - Jones	Active - Jones
	Falls Greenway	Falls Greenway
	Phase V	Phase V

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1167, Task #8 to Greenman-Pedersen, Inc.

MINUTES**TRANSFER OF FUNDS**

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services</u>			
4.	\$150,000.00	9916-904845-9194	9916-908810-9197
	3rd Public Bldg.	Capital Constr.	Infrastructure
	Loan	& Maintenance -	Constr. (Envista) -
		Reserve	Active

Envista is a centralized collaboration application to exchange, synchronize and coordinate infrastructure construction projects across diverse agencies working in Baltimore Streets.

5.	\$425,000.00	9916-904845-9194	9916-911131-9197
	3 rd Public Bldg.	Capital Constr.	Environmental
	Loan	& Maintenance	Remediation -
		- Reserve	Active

This transfer will provide funds when repairs and/or renovations uncover issues such as asbestos, lead paint, mold and other environmental hazards, these hazards must be abated immediately to comply with Federal and State requirements.

6 a.	\$270,000.00	9916-909515-9197	9916-901513-9194
	General Fund	City Hall/MECU	City Hall/MECU
		Bldg. Sidewalks	Bldg. Sidewalks
		Active	Reserve
b.	\$270,000.00	9916-901513-9194	9916-909515-9197
	1 st Public Bldg.	City Hall/MECU	City Hall/MECU
	Loan	Bldg. Sidewalks	Bldg. Sidewalks
		Reserve	Active

This transfer will provide funds to cover costs associated with the repairs to the City Hall and MECU Building sidewalks which are needed to eliminate the potential tripping hazards that currently exist.

MINUTES

TRANSFER OF FUNDSDepartment of Housing and Community Development

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
7.	\$180,352.94	9910-908617-9588	
	General Fund	Charter Schools	
		Housed in City	
	\$154,796.15	-----	9910-905618-9588
	General Funds		Charter Schools
			Bldg. Maint.
	25,556.79	-----	9910-913616-9588
	General Funds		Independent Charter
	\$180,332.94		Schools

This transfer will provide funds to the Charter Schools accounts to clear the deficit balance in the accounts.

8.	\$224,021.58	9910-908005-9587	9910-903805-9588
	7 th Residential	Selp Admin. - Res.	Selp Admin.
	Financing Serial		
	257,961.43	9910-908005-9587	9910-903805-9588
	25 th Comm. Dev.	Selp Admin. -	Selp Admin.
	Bonds	Res.	
	\$481,983.01		

This transfer will move appropriations from the Selp Administration's reserve account to the active account.

9.	\$ 14,694.86	9910-904912-9587	9910-906750-9588
	29 th Comm.	Constr. Res.-	Somerset Courts -
	Dev. Bonds	29 th Comm. Dev.	29 th Comm. Dev.
		Bonds	Bonds

This transfer will provide funds to the Somerset Courts account to clear the deficit balance in the account.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
10. \$2,779,575.97	9962-941002-9563	9962-914059-9562-2
Other	Constr. Res.	Contingencies
	Conduit Replacement	Dundalk Ave. Conduit System

This transfer will fund the cost associated with conduit construction on project TR 5038, Dundalk Ave. Conduit System.

MINUTESDepartment of Transportation - On-Call Consultant Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an On-Call Consultant Services Agreement with McCormick Taylor, Inc. for project no. 1162. The period of the agreement is effective upon Board approval for two years, or until the upset limit is reached, whichever comes first.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - Upset limit

The amount will be determined with each individual project.

BACKGROUND/EXPLANATION:

The consultant, McCormick Taylor, Inc. will assist the Department of Transportation Engineering & Construction Division in engineering design services to include, but are not limited to on-site project support, GIS support, and tasks for various Capital Improvement Projects.

The cost of services rendered will be on actual payroll rates not including overhead and burdens times a set multiplier. The consulting agreement was approved by the Boards and Commission and Architectural and Engineering Awards Commissions.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Transportation - cont'd

MBE/WBE PARTICIPATION:

MBE: AB Consultants, Inc.	\$ 90,000.00	9.00%
Glyndon Engineering & Technology Co.	90,000.00	9.00%
Prime Engineering, Inc.	<u>90,000.00</u>	<u>9.00%</u>
	\$270,000.00	27.00%

WBE: Phoenix Engineering, Inc.	\$ 90,000.00	9.00%
---------------------------------------	--------------	-------

MWBOO FOUND VENDOR IN COMPLIANCE.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the On-Call Consultant Services Agreement with McCormick Taylor, Inc. for project no. 1162.

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a traffic mitigation agreement with Focus Development, LLC.

AMOUNT OF MONEY AND SOURCE:

\$26,722.75 - 9950-902071-9512-000000-490375

BACKGROUND/EXPLANATION:

Focus Development, LLC proposes to perform the scope of work for the Patterson, located at 101 S. Ellwood Avenue, constructing 131 apartment units.

Under the terms of this agreement, Focus Development, LLC will make a one-time contribution in the amount of \$26,722.75 to fund the City's multimodal transportation improvements in the project's vicinity.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the traffic mitigation agreement with Focus Development, LLC.

MINUTESDepartment of Transportation - Task Assignment**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 4 to Rummel, Klepper & Kahl, LLP, under Project No. 1161, On-Call Construction Management Project Services.

AMOUNT OF MONEY AND SOURCE:

\$157,201.47 - 9950-902365-9508-900010-705032

BACKGROUND/EXPLANATION:

This authorization, under Task No. 4, provides for a Public Works Inspector II for the Key Highway Streetscape project.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$185,672.00	9950-903365-9508	9950-902365-9508-3
MVR	Constr. Res. - Key	Design and Study -
	Hwy. Gateway Beau-	Key Hwy. Gateway
	tification	Beautification

MINUTESDepartment of Transportation - cont'd

This transfer will cover the deficit in the account and fund the cost associated with the BD# 34065, Task No. 4 for the Key Highway Streetscape project by Rummel, Klepper & Kahl, LLP.

This item was DIFFERED for 1 Week until July 18, 2012.

MINUTESDepartment of Transportation - On-Call Task Assignment**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 035 to STV, Inc. under Project No. 1074, On-Call Consultant Services for Rehabilitation, Reconstruction and/or Resurfacing.

AMOUNT OF MONEY AND SOURCE:

\$529,272.09 - 3000-000000-5015-385251-604011

BACKGROUND/EXPLANATION:

Under this task, the consultant will perform feasibility studies, planning, design, and preparation of contract documents required to: 1) construct a temporary maintenance facility at 400 W. North Avenue while the original facility is being restored to its original condition, and 2) a permanent facility with a salt dome at 560 W. North Avenue.

MBE/WBE PARTICIPATION:

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

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 035 to STV, Inc. under Project No. 1074, On-Call Consultant Services for Rehabilitation, Reconstruction and/or Resurfacing.

MINUTES

Department of Transportation - On-Call Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve an assignment of Task No. 001 to Gannett Fleming, Inc. under Project No. 1135, On-Call Design Services for Federal Aid Projects for Bridges within the City of Baltimore.

AMOUNT OF MONEY AND SOURCE:

\$870,458.37 - 9950-902326-9508-900010-703032

BACKGROUND/EXPLANATION:

Under this task, the consultant will provide for design engineering services in connection with the replacement of Wilkens Avenue Bridge over Gwynns Falls between Brunswick Street and Hurley Avenue. The scope of work will include environmental services (NEPA Compliance) and cultural resources, geotechnical services, design services, wetland services, storm water management boring and disposal of investigation derived waste.

DBE PARTICIPATION:

The consultant will comply with Title 49 Code of Federal Regulations part 26 (49CFR26) and the DBE goals established in the original agreement.

APPROVED FOR FUNDS BY FINANCE

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

MINUTESDepartment of Transportation - cont'd**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$480,000.00	9950-944002-9507	
Federal	Constr. Reserve	
	For Closeout	
120,000.00	9950-902363-9509	
<u>MVR</u>	Constr. Reserve	
	Sinclair Lane	
	over CSX	
\$600,000.00	-----	9950-902326-9508-3
		Design & Study
		Wilkins Ave. Bridge
		Over Gwynns Falls

This transfer will fund costs associated with award of BD 340949, Project 1135, Task No. 1, Wilkins Avenue Bridge over Gwynns Falls by Gannett Fleming, Inc.

UPON MOTION duly made and seconded, the Board approved assignment of Task No. 001 to Gannett Fleming, Inc. under Project No. 1135, On-Call Design Services for Federal Aid Projects for Bridges within the City of Baltimore. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Bureau of Water and Wastewater - Partial Release of Retainage
Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a partial release of retainage agreement to Cianbro Corporation, Inc. for Water Contract No. WC 1194.

AMOUNT OF MONEY AND SOURCE:

\$24,707.36 - 9960-913631-9557-000000-200001

BACKGROUND/EXPLANATION:

All work on Contract No. WC 1194 was completed on March 25, 2011. The contractor has requested a partial release of retainage in the amount of \$24,707.36. The City holds \$44,707.36 in retainage. The remaining \$20,000.00 is sufficient to protect the interests of the City.

MBE/WBE PARTICIPATION:

MWBOO HAS APPROVED THE RELEASE.

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 partial release of retainage agreement. The President **ABSTAINED**.

MINUTES

Bureau of Water and - Amendment No. 3 to Agreement
Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 3 to agreement with Dewberry & Davis/Brown and Caldwell, a Joint Venture (JV), for Project 1039, Outfall Collection System Evaluation and Sewershed Plan. The amendment extends the agreement through August 7, 2012.

AMOUNT OF MONEY AND SOURCE:

\$50,174.24 - 9956-97613-9551-900020-703032

BACKGROUND/EXPLANATION:

Dewberry & Davis/Brown and Caldwell, a Joint Venture, was awarded an agreement to provide engineering services for the Outfall Collection System and Sewershed Plan to comply with Paragraph 9 of the Wet Weather Consent Decree for a period of 36 months. The agreement was amended on September 22, 2010 extending the agreement by 12 months. It was amended again on April 6, 2011 extending the agreement by 12 months.

Under this amendment, the consultant will provide engineering services which will include post award services such as additional technical consultation, additional RFI and PCO review and approval, and site visits and inspection. The JV was originally approved by the Office of the Boards and Commissions and Architectural and Engineering Awards Commissions.

AUDITS REVIEWED, NOTED THE TIME EXTENSION, AND FOUND THE BASIS COMPENSATION CONSISTENT WITH CITY POLICY.

(FILE NO. 55986A)

MINUTESBureau of Water and Wastewater - cont'd**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$144,000.00	9956-906613-9549	
WW Revenue	Constr. Reserve	
Bonds	Sewer System	
	Evaluation Program	
	Main Outfall	
106,000.00	9956-905233-9549	
<u>Counties</u>	Constr. Reserve	
	Wastewater System	
	Annual	
\$250,000.00	-----	9956-907613-9551-3
		Engineering

The transfer will provide funds to cover the costs of Project 1039, Outfall Collection System Evaluation and Sewershed Plan.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the amendment no. 3 to agreement with Dewberry & Davis/Brown and Caldwell, a Joint Venture (JV), for Project 1039, Outfall Collection System Evaluation and Sewershed Plan. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter. The President **ABSTAINED**.

MINUTES

Bureau of Water - Amendment No. 1 to Agreement
and Wastewater (BW&WW)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of amendment no. 1 to agreement with Johnson, Mirmiran & Thompson, Inc. (JMT), for Project 1120J, On-Call Construction Project Management, Inspection, and Engineering Services. The amendment no. 1 will extend the agreement for one year through October 5, 2013.

AMOUNT OF MONEY AND SOURCE:

\$750,000.00 - Increase

BACKGROUND/EXPLANATION:

On October 6, 2010, the Board approved the original agreement with the JMT for two years in the amount of \$1,500,000.00. The JMT provides on-call construction project management, inspection, and engineering services. The original agreement allowed for a one-year time extension and will expire October 5, 2012.

Under amendment no. 1 to agreement, the BW&WW is requesting approval of this time extension option and an increase in the upset limit by \$750,000.00 making the total contract \$2,250,000.00.

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with the goals established for this agreement.

AUDITS NOTED THE TIME EXTENSION AND INCREASE IN THE UPSET LIMIT AND WILL REVIEW TASK ASSIGNMENTS.

(FILE NO. 55986A)

MINUTES

BW&WW - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the amendment no. 1 to agreement with Johnson, Mirmiran & Thompson, Inc., for Project 1120J, On-Call Construction Project Management, Inspection, and Engineering Services. The President **ABSTAINED**.

MINUTES

PROPOSAL AND SPECIFICATION

1. Department of Transportation - TR 13004, Reconstruction of
Alleys Citywide
BIDS TO BE RECV'D: 08/08/2012
BIDS TO BE OPENED: 08/08/2012

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

MINUTESBureau of Water and Wastewater - Task Assignment**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 002 to Rummel, Klepper & Kahl, LLP, under Project No. 1143, On-Call Project Management Assistance on S.C. 894, W.C. 1212, and S.C. 871R, Task no. 2. The duration of this task is 15 months.

AMOUNT OF MONEY AND SOURCE:

\$ 66,532.00	-	9956-906694-9551-900020-705032	(SC894)
66,531.00	-	9960-905697-9557-900020-705032	(WC1212)
66,532.00	-	9956-911411-9551-900020-705032	(SC871R)
<u>\$199,595.00</u>			

BACKGROUND/EXPLANATION:

The consultant will provide project management assistance and resident inspection training on S.C. 894, W.C. 1212, and S.C. 871R, and other projects as the need is determined. The costs will be charged against specific additional projects as the costs are incurred.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 002 to Rummel, Klepper & Kahl, LLP, under Project No. 1143, On-Call Project Management Assistance on S.C. 894, W.C. 1212, and S.C. 871R, Task no. 2. The President

ABSTAINED.

MINUTES

Mayor's Office of Employment - Agreements and Grant Agreement Development (MOED)

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

AGREEMENTS

1. **GOODWILL INDUSTRIES OF THE CHESAPEAKE, INC.** **\$155,000.00**

Account: 4000-806413-6313-491505-603051

The organization will recruit and enroll at least 25 Baltimore City youth and young adults 16 to 21 years old who are eligible under the Workforce Investment Act to prepare and/or transition those youth to employment and/or post secondary training in the retail industry career path. The period of the agreement is July 1, 2012 through June 30, 2013.

2. **THE CREDIT UNION FOUNDATION OF MARYLAND AND THE DISTRICT OF COLUMBIA, INC.** **\$31,227.50**

Accounts: 4000-806712-6312-522505-603051
4000-807512-6312-522505-603051

The organization will conduct Bilingual Teller Training for nine eligible participants. Upon completion the participants will be employed by The Credit Union Foundation of Maryland and the District of Columbia, Inc. The period of the agreement is June 18, 2012 through October 31, 2012.

MINUTES

MOED - cont'd

3. **HISTORIC EAST BALTIMORE COMMUNITY ACTION COALITION, INC. (HEBCAC)** **\$600,911.00**

Account: 1001-000000-6331-475905-603051

The purpose of the agreement is to secure the services of the subcontractor in serving at least 300 out-of-school youth, ages sixteen 16 to 22, living in the City in providing comprehensive integrated services. Services include, but are not limited to: job readiness preparation, career skills training, employment connections, case management, recreational and cultural activities and related services. The period of the agreement is July 1, 2012 through June 30, 2013.

4. **IRVINGTON MY BROTHER'S KEEPER** **\$ 85,000.00**

Account: 4000-806413-6313-709605-603051

The organization will recruit and enroll 25 in-school youth, Baltimore City youth and young adults, ages 16 to 21 who are eligible under the Workforce Investment Act. The subcontractor will provide services which will assist youth in achieving educational and employment successes. Specific efforts will be directed towards graduating seniors from Edmondson/Westside High School. The period of the agreement is July 1, 2012 through June 30, 2013.

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

MOED - cont'dGRANT AGREEMENT

5. THE UNITED WAY OF CENTRAL MARYLAND \$216,423.00
INC.

Account: 6000-600212-6311-483200-406001

The MOED has received a grant from The United Way of Central Maryland, Inc. to provide employment readiness, subsidized work experience, job placement and retention services to homeless citizens of Baltimore City. This employment services related program entitled The Journey Home Employment Program will serve approximately 75 homeless individuals. The period of the agreement is May 1, 2012 through April 30, 2013.

6. DEPARTMENT OF PUBLIC SAFETY AND \$500,000.00
CORRECTIONAL SERVICES

Account: 4000-804813-6396-454501-603040

The MOED has received a grant from the Maryland Department of Public Safety and Correctional Services, Division of Parole and Probation. MOED will provide ex-offenders with various services through an innovative pilot program that provides comprehensive support services essential to ex-offenders at its Northwest Re-entry Center. The period of the agreement is July 1, 2012 through June 30, 2013.

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

The agreements are late because additional time was necessary to reach a comprehensive understanding between the parties.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>City Council</u>			
1. Bernard C. "Jack" Young	Maryland Assn. of Counties 2012 Annual Summer Conference Ocean City, MD August 15 - 18, 2012 (Reg. Fee \$285.00)	General Funds/ Elected Officials Exp. Acct	\$1,263.63

The subsistence rate for this location is \$266.00 per day. The hotel cost is \$259.00 night day not including hotel taxes of \$27.21 per day. The office is requesting an additional \$33.00 per day for meals in incidental expenses. The registration cost has been paid from a City procurement card issued to Mr. Hosea T. Chew.

2. Carolyn Blakeney	Maryland Assn. of Counties 2012 Annual Summer Conference Ocean City, MD August 15 - 18, 2012 (Reg. Fee \$380.00)	General Funds	\$1,538.45
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The subsistence rate for this location is \$266.00 per day. The hotel cost is \$259.00 night day not including hotel taxes of \$27.20 per day. The office is requesting an additional \$33.00 per day for meals in incidental expenses. The registration cost has been paid from a City procurement card issued to Mr. Hosea T. Chew.

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Information Technology</u>			
3. Lisa Allen	Assn. of Public Safety Communi- cations Officials Conference Minneapolis, MN August 18 - 23, 2012 (Reg. Fee \$425.00)	General Funds	\$2,048.48

The subsistence rate for this location is \$192.00 per day. The hotel cost is \$169.00 per day not including hotel taxes of \$23.04 per day. The office is requesting an additional 17.00 per day for meals and incidental expenses. The airfare will be paid by a City procurement card issued to Ms. Allen and the registration will be paid upon Board approval on the City procurement card issued to Ms. Allen. The disbursement to Ms. Allen will be in the amount of \$1,210.20.

Police Department

4. Grayling G. Williams*	Annual Noble Nat'l. Training Conference Little Rock, AK July 20 - 26, 2012* July 21 - 23, 2012** (Reg. Fee \$425.00*)	Asset Forfeiture Fund	\$2,713.80
Alonzo Moreland**			

Mr. Williams is required to attend the full program because he is a key participant and Mr. Moreland is presenting a three-day lecture.

A LETTER OF CORRESPONDENCE WAS RECEIVED FROM MS. KIM TRUEHEART.

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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* * * * *

Correspondence was received from Ms. Kim Trueheart. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her questions. Her correspondence has been sent to the appropriate agencies and committee which will respond directly to Ms. Trueheart.

* * * * *

5. Freddie Bland, Jr.	CID/VCIS Predictive Policing Program	Asset Forfeiture	\$2,713.20
William E. MacDonald	Los Angeles, CA July 22 - 26, 2012		

A LETTER OF CORRESPONDENCE WAS RECEIVED FROM MS. KIM TRUEHEART.

* * * * *

Correspondence was received from Ms. Kim Trueheart. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her questions. Her correspondence has been sent to the appropriate agencies and committee which will respond directly to Ms. Trueheart.

* * * * *

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
6. Melissa R. Hyatt	Federal Bureau of Investigation's National Academy Quantico, VA July 16-September 21, 2012	Asset Forfeiture Funds	\$ 700.00

A LETTER OF CORRESPONDENCE WAS RECEIVED FROM MS. KIM TRUEHEART.

* * * * *

Correspondence was received from Ms. Kim Trueheart. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her questions. Her correspondence has been sent to the appropriate agencies and committee which will respond directly to Ms. Trueheart.

* * * * *

7. Sharon S. Talmadge Elizabeth K Stasik	International Assoc. Coverdell for Identification 11 Grant Annual Conf. Phoenix, AZ July 22-28, 2012	\$3,277.20.
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MINUTES**TRAVEL APPROVAL AND REIMBURSEMENT**Department of Transportation

- | | | | | |
|----|-----------------|---|------------------|------------|
| 8. | Adrienne Barnes | COMTO 41 st National
Meeting and
Training Conf.
Denver, CO
July 20 - 25, 2012
(Reg. Fee \$590.00) | General
Funds | \$2,370.10 |
|----|-----------------|---|------------------|------------|

The subsistence rate for this location is \$215.00 per day.
The hotel rate is \$179.00 per night not including occupancy

Police Department

- | | | | | |
|----|---------------|--|------------------|-----------|
| 9. | Claude Torres | Fire Investigation
Academy
Emmitsburg, MD
April 15 - 27, 2012 | General
Funds | \$ 240.48 |
|----|---------------|--|------------------|-----------|

On April 15 - 27, 2012, Mr. Torres attended the Fire Investigators Academy National Training in Emmitsburg, Maryland. All training expenses were covered by the Federal Emergency Management Agency except the meal ticket. As per the training circular, \$240.48 covered the meal ticket for the two weeks training period. Mr. Torres paid for the meal ticket. Therefore, the Department is requesting a reimbursement of \$240.48 to reimburse Mr. Torres.

The travel request is late because of a delay in the administrative review process.

The Board, UPON MOTION duly made and seconded, approved the travel request, travel approvals and reimbursements. The President **ABSTAINED** on item nos. 1, 2, and 3.

Kim A. Trueheart

July 10, 2012

Board of Estimates
Attn: Clerk
City Hall, Room 204
100 N. Holliday Street,
Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of questionable management and administration by the Baltimore City Police Department (BCPD).

The following details are provided to initiate this action as required by the Board of Estimates:

1. Whom you represent: Self.
2. What the issues are:
 - a. Pages 81-82, Baltimore City Police Department (BCPD) – “Travel Request” if approved:
 - i. The use of “Asset Forfeiture Funds” is a questionable practice by Baltimore City Police Department (BCPD) for this expenditure.
 1. Please provide access to the Baltimore City regulation, policy and procedures governing the collection, allocation and expenditure of these funds;
 2. Identify the responsible government agent responsible for these funds;
 3. Identify the current balance of the account for “Asset Forfeiture Funds”;
 4. Identify the balance of the account for “Asset Forfeiture Funds” at the end of fiscal year 2012 and the end of fiscal year 2011;
 5. Identify when the most recent external audit of these funds occurred and the name of the external audit entity;
 - a. If an audit was performed in the past 2 fiscal years, please provide access to the audit report and the BCPD response to the audit report and findings;
 - b. If no audit has occurred in the past 2 fiscal years, I herein request an audit be scheduled by the Baltimore City Auditor immediately;
 6. Identify the rationale for use of these funds for employee travel rather than using them to supplement the \$48M in fiscal year 2013 funding shortages of operational needs throughout the government;
 - a. Can any or all of these funds be used to keep recreation centers open and operational?

5519 Belleville Ave
Baltimore, MD 21207

- b. Can any or all of these funds be used to fulfill the Mayor’s broken promise to double after-school program funding for this fiscal year?
 - c. Can any or all of these funds be used to fulfill the Mayor’s broken promise to double the number of YouthWorks’ job opportunities for this fiscal year?
 - 7. Has a plan been developed and approved outlining the use of these funds? If yes,
 - a. Please provide access to this plan;
 - b. Please provide the identity of the government official who approved the plan and the date the plan was approved.
- 3. How the protestant will be harmed by the proposed Board of Estimates’ action: As a citizen I have witnessed questionable management and stewardship of municipal funds by this Mayoral administration and BCPD. I seek a reasonable amount of results-oriented stewardship of scarce tax-payers funds which currently does not appear to exist. Smart money management seems to elude this Mayoral administration and the lack of checks and balances in oversight and auditing of municipal expenditures harms rather than serves the public good.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on July 11, 2012.

If you have any questions regarding this request, please telephone me at (410) 205-5114.

Sincerely,
Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

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

The Board is requested to approve a refund of real property taxes for Mr. William A. Perry, 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. William A. Perry	3806 Fairview Avenue	2011/2012	\$1,923.96

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. Perry filed his application on June 11, 2012.

UPON MOTION duly made and seconded, the Board approved refund of real property taxes for Mr. William A. Perry, 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:

2733 - 2765

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

The President **ABSTAINED** on item no. 4.

The Mayor voted **NO** on item no. 3. The Director

Of Public Works voted **NO** on item no. 3.

In the absence of Mr. George A. Nilson, City

Solicitor, Mr. David Ralph, Deputy City

Solicitor, voted **NO** on item no. 3.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- | | | | |
|----|--|---------------------------|---------------|
| 1. | B50002404, Uniforms
for the City of
Baltimore Traffic
and Safety Division | Howard Uniform
Company | \$ 350,000.00 |
|----|--|---------------------------|---------------|

(Department of Transportation and Safety Divisions)

MWBOO GRANTED A WAIVER.

- | | | | |
|----|--------------------------------|-------------------|---------------|
| 2. | B50002361, Compressed
Gases | Airgas East, Inc. | \$ 114,023.75 |
|----|--------------------------------|-------------------|---------------|

(Departments - Various)

MWBOO GRANTED A WAIVER.

- | | | | |
|----|--|---|----------------|
| 3. | B50001894, Telecommuni-
cation Improvement &
Procurement Project | International
Business Machines
Corp. | \$7,451,644.00 |
|----|--|---|----------------|

MWBOO SET GOALS OF 5% FOR MBE AND 2% FOR WBE.

MBE: Obverse, Inc.	\$ 56,100.18	0.91%
Matek, Inc.	370,800.00	6.04%*
Total	\$426,900.18	6.95%

WBE: Alliance Techno- logy Group, Inc.	\$202,868.00	3.30%
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*Matek, Inc. is not in good standing with the Maryland Department of Assessments and Taxation. The bidder will be allowed to substitute an approved MBE if Matek, Inc. is not in good standing at the time the work commences.

(Office of the Comptroller - Department of Communication Services)

MWBOO FOUND VENDOR IN COMPLIANCE.**A PROTEST WAS RECEIVED FROM TELEPHONET.**

Taylor, Harriette

From: Gonzalez, Nancy
Sent: Monday, July 09, 2012 8:02 AM
To: Taylor, Harriette
Cc: Quarles, Audrey; Armstrong, Glen
Subject: FW: TelephoNET Response: Solicitation Number B50001894 – Telecommunication Improvement & Procurement Project (TIPP)

From: Greg @ TelephoNET [mailto:greg@telephonet.com]
Sent: Friday, July 06, 2012 4:59 PM
To: Gonzalez, Nancy
Subject: TelephoNET Response: Solicitation Number B50001894 – Telecommunication Improvement & Procurement Project (TIPP)

TO: The Baltimore City Board of Estimates: {PLEASE FORWARD}

The award of the Telecommunication Improvement & Procurement Project (TIPP) bid - Solicitation Number B50001894, to IBM Corp, follows a long period of irregular procurement practices and a highly unusual lack of consideration normally given to the competitive bid process.

Specifically,

1. Although, the joint bid response submitted by ShoreTel Inc and TelephoNET Corp, stated; "We believe our response meets and exceeds all requirements in the RFP", not one communication or single question was forthcoming from Baltimore City's Technical Evaluation committee. Such dialog is a necessary component of any fair evaluation.
2. The City neglected to inform TelephoNET that its bid had been rejected. Months later, City Procurement stated that it notified TelephoNET in November 2011, by email, that its bid was rejected for technical insufficiency. Allegedly, notice was sent before Pricing Volumes were opened. When procurement was questioned about the email notice, which was not received, they said they would forward the November email, but never did produce it.
3. In our opinion, IBM, the City's recommended awardee and the only other bidder, is not known for telecommunications technology or an expertise in successfully deploying IP telephony platforms and solutions. Therefore, we believe it is highly doubtful that IBM could have met the past performance and reference criteria required by Section-2, Bidder Experience and Information, which was necessary for them to become technically eligible for further consideration.

The TIPP RFP was originally released in 2010, [B50001384]. At that time Verizon, IBM and TelephoNET were the only respondents. However, Verizon and IBM neglected to submit the required Bid Bond and consequentially determined ineligible.

Ten weeks later, upon review of the City's legal department, TelephoNET was advised that its joint bid with ShoreTel was rejected because ShoreTel failed to adhere to the City's financial eligibility requirements, because they failed to submit their financial application.

During the Question and Answer period preceding the first Bid deadline, TelephoNET asked if it would be necessary for ShoreTel to submit its joint bidder financial application, as TelephoNET had already been approved by the City. The City's answer in response implied it was not necessary for ShoreTel to also submit a financial application. [Note: ShoreTel, a public company NASDAQ [SHOR] submitted their Annual Report, audited by Deloitte and Touche].

I have personally been responding to Telecom RFP's for almost 35-years. My opinions in this matter are founded on that experience.

Rather than awarding this bid to the last straw-man standing, wouldn't it be fiscally prudent and politically smart for the City to find at least two Telecom vendors it considers technically qualified, before making this important decision?

Very truly yours,

Greg Ottensmeyer, President
Greg@TelephoNET.com

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On Fri, Jul 6, 2012 at 2:48 PM, Gonzalez, Nancy <[Nancy.Gonzalez@baltimorecity.gov](mailto:Nancy.Gonzalez@baltimorecity.gov)> wrote:

The Bureau of Purchases will recommend an award of **Solicitation Number B50001894 – Telecommunication Improvement & Procurement Project (TIPP)** to the vendor(s) listed below at the Board of Estimates meeting on Wednesday, 07/11/12. This is our best estimate of when the award will be considered; however, in unusual circumstances the Board's consideration may be delayed. If so, you will be notified of that delay as quickly as possible. A copy of the Board agenda may be obtained via the Internet at [www.comptroller.baltimorecity.gov](http://www.comptroller.baltimorecity.gov).

International Business Machines Corp.

Sent on behalf of  
Joseph D. Mazza, CPPO  
City Purchasing Agent  
Baltimore City Bureau of Purchases

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President: "The third item on the non-routine agenda can be found on Page 86, item no. 3. Will the parties please come forward? Nobody is here."

Comptroller: "Yes. You can come up."

President: "On this side. Before we start I would like acknowledge Councilman Curran who has joined us. I didn't want you to leave without being acknowledged. Go ahead."

Mr. Krus: "Tim Krus from the Bureau of Purchases. This is the return of our recommendation for award for Solicitation No. B50001894, Telecommunication Improvement & Procurement Project for \$7,451,641.00. Uh -- this was a competitively bid procurement. IBM was the sole responsive and responsible bidder. We ran into a best and final offer process with IBM after the initial price was opened and this reflects the negotiations at the end of that process."

President: "Okay."

Mr. Battles: "Good morning. My name is Byron Battles. I am the principal of with the Battles Group, an independent consultant that the Comptroller's Office and MTE retained to go through this process. We believe that the uh -- recommendation is a solid one. We followed the procurement process to the letter with the help of Purchasing and we would like to see the City -- we recommend that the City go with that."

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Comptroller: "I have some questions."

President: "Comptroller."

Comptroller: "Madam Mayor. Are you voting against this?"

Mayor: "It was very clear."

Comptroller: "Okay."

Deputy Comptroller: "There is a protest also from TelephoNET."

President: "Is there anybody here from TelephoNET?"

Deputy City Solicitor: "Who is TelephoNET?"

President: "Anybody here from TelephoNET? Okay."

Comptroller: "Okay I have some questions. Uh -- the Mayor has made it clear to me that she is not in favor of this contract and I would just like to have her explain to the public and the taxpayers why. As you stated from the Bureau of Purchases, that there was a competitive process. That IBM and Avaya met the technical scoring. There's a schedule, there's a plan. It's been -- the Administration had several of their officials on the committee. What the RFP did was did a needs assessment and took into consideration the entire needs of the uh -- administration and all the agencies. And I wish Mr. O'Dougherty was here, he said that the Mayor had serious questions so maybe she can ask the Mayor who can answer them and Mr. O'Dougherty said also I wish he was here he said that MOIT could do it cheaper, faster and quicker. Uh -- I definitely disagree with that and I can

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speak to why the consultants and the Acting Director of the Department of Communications can explain why. Also, Mr. Minor, I saw him here. I had requested -- is Mr. Minor here? I had requested of you several times and also the Acting Director of where the telephones were housed. Whether they were in inventory, or whether they were installed, and to date my office nor the MTE had received that information. Could you respond to where the telephones are? State your name."

Mr. Minor: "Bob Minor, Acting CIO for MOIT. At this time we have not responded to that and we can do list and have that provided."

Comptroller: "But, you should know where the phones are because they have been purchased. Are they in inventory? Have they been installed? And I made that request months ago, so it seems like you would have that, you would know where the telephones are."

Mr. Minor: "All phones right now are installed in MOIT."

Comptroller: "They are all installed 80 telephones are installed?"

Mr. Minor: "Telephones now are installed in MOIT."

Comptroller: "They have already been installed, even though that you knew that a requirement that an RFP was to be received by the City."

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Mr. Minor: "What I would rather do is refer these questions. We have a new CIO starting and there is an investigation --."

Comptroller: "But the CIO didn't get them. He just started. I mean you were there and you were there with Mr. Singleton, and you are saying that these phones have already been installed. Also, you stated that the switches had been installed. Where are they installed because that would require some disruption to -- Because it couldn't be done during the daytime, and I can let the experts explain why, and my office has not. Where are these switches installed? When were they installed and how were they installed and how much did it cost for them to be installed?"

Deputy City Solicitor: "Excuse me Mr. Minor. Madam Mayor, I mean excuse me Madam Comptroller, respectfully a lot of these items are issues are being investigated or subject of investigation right now and they are not appropriate for discussion at this time. So, I would request that Mr. Minor not respond."

Comptroller: "But Mr. Ralph, let me just say this. Mr. Minor made a statement. He said that the switches were installed. I think he would have knowledge of where they have been installed and how they were installed. I mean I know you are saying that it is being investigated but as the Acting Director of MOIT, you

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should have knowledge of when they were installed, at a minimum."

Deputy City Solicitor: "Madam Comptroller I don't disagree with you."

Comptroller: "Okay."

Deputy City Solicitor: "I think these are -- you know good questions. But, they are the subject of investigation. Those items are not appropriate to be discussed at this time."

Comptroller: "Okay. I have a question for the Mayor. You -- uh -- your spokesperson stated that you had serious questions about this contract. Could you give me what your concerns were?"

Mayor: "I will make my concerns when I respond to the Motion. Thank you."

Comptroller: "And also your spokesperson stated that your concern was that there was only one bidder and I have information here that shows that this Administration and this Board has approved contracts where there was only one, two or three bidders to a tune as high as \$37,000,000.00. So if your concern was whether or not it was competitively bid which the Bureau of Purchases said that it was and if your concern was about whether or not there was just one bidder that qualified. I have evidence here to show that on numerous occasions there was just one bidder or two and we've awarded a contract to that



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bidder. So, I will listen to your concerns and the Acting Director and consultants will respond to it."

President: "Okay, anybody else going to --."

Comptroller: "I would like to hear her questions?"

President: "Oh okay."

Comptroller: "I'd like to hear her questions."

Mr. Minor: "Good morning Madam Mayor, President Young and Comptroller Pratt, and honorable Board members. Thank you for allowing me to speak at this Board meeting regarding MOIT's concerns with finalizing the current IBM contract Statute of Limitation."

Mayor: "State your name, state your name, state your name."

Mr. Minor: "Bob Minor, Acting CIO for MOIT. MOIT is in agreement that we are in need of new telephone system that will offer more efficiencies and better services for the employees of Baltimore City's government while also providing savings. To date, MOIT's assessment of this contract has led us to believe that the implementation of technology projects of this magnitude cannot be successful without the collaboration and partnership of the City's Technology Department. As IT professionals, we are confident that no other jurisdiction or organization has implemented a VOIP project without the leadership or at a minimum partnership of their IT Department. While there may

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have been some collaboration with MOIT or the past years, many and I say that again many of the staff involved in the initial assessment are no longer with the Department. Furthermore, the assessment completed on the IT infrastructure and network was completed several years ago, which we all know, and many and the effects and many of the infrastructure has changed and we have made many changes up to date. It is highly recommended that we take the opportunity to take a step back so that all stakeholders have the opportunity to further evaluate and confirm if an IT Infrastructure, the network, the data center or help desk are now secure and more importantly have really been looked at. It is capable of handling what we, what IBM has proposed today. In addition, made improvements in our IP telephone have occurred since the original RFP was drafted. So we should also take the time to look at those improvements to see if what is proposed is incorporated in these improvements. Currently, there is a clear difference which we let MOIT and IBM believe to be the best cost, the fastest implementation and the appropriate system requirements. So at this time, MOIT is respectfully requesting that approval of this contract be put on hold. Let me say that again, put on hold to allow for a collaborative review and assessment. We are gravely concerned that MOIT limited understanding of its role and responsibility

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at time will be a deterrent to the success of this project. MOIT has presented its concerns about some aspects of this contract, and it would be beneficial to the City if we can finally meet with the Comptroller's Office to clearly define the differences. A collaborative partnership between the Comptroller's Office and MOIT would surely lead us to an agreement or MOIT that will ensure any proposed contract meets the City's technology means and there so with the most cost effective manner. Given the intimate - imminent release of the Inspector General findings relating to this matter and that we have a new CIO coming on in two weeks, we defer all questions until after the IG findings come out and also after our new CIO starts within two weeks."

Comptroller: "Wait a minute did you say after the IG findings come out?"

Mr. Minor: "Yes."

Comptroller: "Okay. Let me respond to that. I have a couple of responses. Well let me respond to the IG. Mr. Nilson stated that he relied on MOIT when he made his opinion. When he rendered his opinion, and it appears that he may change his opinion based on new information that I have provided to you and that I have provided to the IG, and information that you have provided. But more importantly, the Mayor asked for an opinion

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from the City Solicitor and then asked for an investigation by the IG. How can --."

Mayor: "That statement's not true."

Comptroller: "Okay. There is an investigation I stand corrected. There is an investigation by the IG office to determine whether there was any improprieties with the spending of the \$659,000.00. Um -- I lost my train of thought. Ah okay hold on a second. The -- you're saying that um -- what was the last statement that you made?"

Mr. Minor: "Two things, there still an investigation going on right now."

Comptroller: "Right okay. Mr. Nilson the Mayor appoints the IG and the IG reports to the City Solicitor. So what is their independence and how can the opinion be different when the person who approves your timesheet and the administration that signs your pay check -- how can they be different than the opinion rendered by the City Solicitor? And I wish he (Mr. Nilson) was here to answer that."

Deputy City Solicitor: "Madam Comptroller, I don't believe Mr. Minor is the person to ask."

Comptroller: "Right. I said I wish Mr. Nilson were here."

Deputy City Solicitor: "Okay, well I'm here and I can say that you know all of us have our roles, we have our licenses. We

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have our professionalism. We do the job that we've sworn to do to the best of our ability and that's our job. Uh -- We represent lots of clients and we can separate out those things as we do all the time. So these aren't unusual things. But I don't think this is a Board question. These are things are subject discussion but certainly it's not relevant to this contract that's at issue today."

Comptroller: "But it is relevant to MOIT just stating that they've implemented 80 telephones and so I that was my concern for Mr. Minor. But, I would like the consultants to respond and also MOIT did submit numerous questions to the Comptroller's Office and MTE of concerns that you have regarding this contract and I would like the consultants to respond to those questions that you had."

Mr. Battles: "Okay. Byron Battles, the Battles Group. Basically just to take a step back. We went through this process in a very deliberate manner in terms of establishing a base line of what the City's costs, technology and requirements where in the agencies. We did about 70 interviews with different agencies. We sent out an on-line survey to find out what the business needs were for the agencies and got back about 200 responses. Based on that, we looked at several different potential solutions at a high level. We conducted and developed

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a comprehensive total cost of ownership that would include not only leasing, but and purchase and manage services and hosted services and introducing that and presenting that to the senior leadership of the City. It was decided to go with a hybrid type of solution. The main reason is number one, the business of -- the City's business requirements demand that and then as a result the comprehensive RFP Request for Proposal was developed with the business needs of the City in mind. We sent it out to qualified bidders and evaluated it in an objective manner with members from MOIT, the library system, housing, MTE and Purchasing as part of the evaluation team, and also Police Department I'm sorry. Un -- In addition, as a result of that, we've come through that, we went through the best and final as Mr. Krus explained and uh -- have come through that with the recommendation for the IBM Avaya proposal which was the most responsive and responsible. In terms of the proposal that we got from MOIT and for cheaper, faster implementation we reviewed it and this came in after of course the proposal and the evaluation. We found that the MOIT proposal was pretty generic in nature. It left out significant portions of the -- or significant responses to the RFP requirements and in addition it did not take into account the statement of work report or planning or detailed planning or infrastructure review. Now, in

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accordance to the assessment of the network, the statement of work that we've negotiated shows or includes a detailed assessment of every site that will be implemented, as its implemented, so that we'll know the latest status of cabling, of switching of network and what the necessary remedial actions are that need to be taken. In some cases it may not be cost effective or practical to update upgrade the network totally especially in old buildings or where there might be asbestos and in that case there are alternate ways to implement the system. In terms of faster, I don't think that it can be done faster just because a detailed system design needs to be developed and approved by the uh -- vendor and the City. We need to go through the statement of work which we've already developed with IBM and Avaya and then we go through into the implementation process. We anticipate that there will be collaboration with MOIT at the appropriate times. In fact we would hope that there would be. There has been throughout the entire process although for whatever reasons it's not been as close as it could have been. But, we fully anticipate collaboration in the implementation process."

Comptroller: "Also you stated that you felt that MOIT was more qualified. Mr. Etta would you state what your qualifications are?"

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Mr. Etta: "Good morning Madam Mayor, Mr. President, Madam Comptroller, members of the Board. My name is Simon Etta. I am the Acting Director of Department of Communication Services. I have been in the Telecoms and IT industry for almost 20 years, approximately the last ten with the City of Baltimore. Besides the background in Electronics Engineering. I have two Master's Degrees in Telecommunications and IT. Prior to joining the City I worked for the PBX manufacturer, uh -- Intercom, and also for Winstar Communications as a Senior Engineer. I have installed large PBX, both digital and IP at Microsoft Corporation, Booz Allen, Mitre Corporation, MCI and the Department of Commerce. Based on my prior experience the MTE is capable of implementing and managing this system for the City with collaboration with MOIT. We can do it more efficient because of our knowledge base. There is now legacy technology in the City and for you to replace you have to understand what's in there. You cannot just come in and take something out without knowing what's in there. To tell you the truth, there is so much legacy technology. We have 296 key system units, these are all analog. We have tie lines, we have ring down circuits, we have paging circuits. We just have numerous legacy technology that we have the knowledge base. In order to leverage the savings for the City, you have to be able to take some of this legacy technology out. MOIT does



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not understand that, so slowly they can take it out to replace with new technology and that's where you start having your savings. In the course of this exercise we have done a total cost of ownership and the City is going to save approximately \$20,000,000.00 in the course of 12 years. MOIT has not shown us a total cost of ownership. We've developed a very, very comprehensive RFP. On a project of this magnitude you have to do that. You have to develop an RFP. It's not a plug and play. I hear the idea that MOIT can do it faster, better and cheaper. On the average and we did interviews with environments, like the City who have done this before this. It took them three to five years. I went to Johns Hopkins over here, they used to have a centrex system and today they have an Avaya System. What they are doing is they are running two parallel networks; it's a little bit expensive. We don't necessarily have to do that, but we can still run our network without laying it on the data network. Why? As you know very well, the City data network is not ready. The infrastructure is not. The fiber needs a lot of work."

President: "Talk to us."

Mr. Etta: "The fiber needs a lot of work. So, we have to build that infrastructure together. But, does the City have to wait another two, three or five years? No, because we are spending a

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lot of money today. So, the earlier we get started with that start saving money. If we wait for another year to implement this it's going to be very costly for the City. So, members of the Board, Madam Mayor, I would recommend that this award be made so that the City can start leveraging savings. Thank you."

Comptroller: "Now I -- you know, here we have, in my opinion, a clear example of fraud, waste and abuse in City government. On June 13, 2012, the Board deferred action on the award for one month at the Mayor's request to today. The Mayor stated that she wanted more time to review this matter although she and her administration were aware of this project throughout the process. Not only was her administration aware of it, but staff at MOIT participated in identifying requirements for the project and an evaluation of the bids that had resulted in the recommendation of the award to IBM. During this one-month deferral, there have not been any further meetings with me or my staff. The Mayor originally agreed to meet with me but did not do so. Staff of the Bureau of Budget and Management Research requested to meet with me in my office to review the project and to discuss the financial aspects of the project. This meeting did not occur because BBMR staff had some last minute scheduling priorities that conflicted and prevented a meeting from occurring last month, and I have an email to show where they

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cancelled. In the interest of cooperation and in an effort to move this project forward I'm willing to have my staff meet with BBMR staff, although the fiscal aspects of this project was previously reviewed prior to the contract going out for bid. The former Director of Finance as well as the Chiefs of BBMR, Mr. Andrew Kleine and the Bureau of Treasury, Mr. Steve Kraus, were briefed on the project; the results of the assessment, the requirements analysis, the benefits of an improved Telecommunication System and a life cycle cost forecasts which projected the financial benefits to the City. Annual savings over time are projected today to be between 20 to 25% over a 12 year period. It is estimated that the City will save \$23,000,000.00. This information was provided to the City leadership in advance of the bid being advertised. After which, it was determined that this project would be financed through the City's master lease. The master lease was used to fund the upgrade of the Centrex system some 20 years ago. The City also uses the master lease to fund other capital projects. This is simply not a valid reason for not moving this contract or making this award today. IBM in good faith participated in the City's established procurement process and has been recommended by the Bureau of Purchases for award after a successful evaluation. The evaluation committee was comprised of five members; Jimmy

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Thomas of HABC who with the assistance of the MTE has implemented VOIP. Mike Walsh, Enoch Pratt Free Library, who with the assistance of MTE has implemented VOIP. Sara Yosua, MOIT was a long term employee of MOIT who had information about the City's data infrastructure. Gayle Guilford of the Police Department has extensive experience in data and voice communications. Simon Etta is a subject matter expert in voice and communications. If there is a desire for discussions with MOIT or the administration those can be accomplished after this award. MOIT is again in transition and the new CIO will need significant period of time to become acclimated with MOIT's operations and the City of Baltimore. While I welcome and have encouraged collaboration with MOIT, I do not support not moving this contract forward. Through the MTE, a comprehensive study was performed, the needs of the City were assessed, an RFP with specifications to address the needs of the City was advertised and proposals were received. Upgrading the City's network is a capital intensive business venture, not just a plug and play replacement of some pieces of network equipment. The MTE has put together a plan to accomplish this with tremendous cost savings. The MTE conducted extensive Citywide voice services studies and contacted municipalities, educational institutions. This research with similar entities revealed that on an average

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it took between three and five years to migrate Centrex to Voice Over IP. MOIT does not know what the needs of the City are, because it has not gone through the proper process. When I met with Mr. Singleton, Mr. Thomaskutty and Ms. Jiggets, the MOIT concept of a proposal was merely a high level generic Cisco equipment proposal that did not address the City's needs. MOIT's deployment methodology on page 29, stated MOIT will initially concentrate on installation of cisco core nodes and infrastructure upgrades and then engage departments and agencies to conduct a comprehensive survey to determine user needs. This is not faster or cheaper. MOIT did not conduct a needs assessment to determine the total cost. The process used by MTE is the best way to make decisions on major projects for the City and it complies fully with the City Charter for competitive bidding, and we are ready to move forward. Further delay will cost the City, as the project will not be initiated as planned under the award to IBM. The project will be phased in over three years. The only way to safely -- mitigate the contract -- to migrate the City Voice Over IP is a structured, phased implementation. Requiring meetings with the Mayor's Office of Information Technology as pre-requisite for this Board's approval is neither prudent nor business friendly. It is obvious that MOIT has not performed sufficient due diligence to

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add any further value to the action that is recommended today to the award of IBM. MOIT had an opportunity to add value in advance of the RFP and during the evaluation process which it participated in with other agencies. They can in the interest of the City and its citizens add value during the implementation of this project by collaborating and cooperating with the MTE. This project does not exclude MOIT's participation. It never did, which is why we requested their assistance and input in preparing the RFP and included them in the evaluation process. Examples of this collaboration and cooperation include: number one maintaining specific data network parameters to support real time communications for VOIP. Number two, provide and manage network access integration for voice mail mobility and unified messaging. Recently the MTE acquired a new voice mail system which is currently integrated with MOIT for mobility and unified messaging. Through collaboration and cooperation like which occurred on the voice mail integration, MOIT can assist with the integration of the new TIPP systems. Number three, re-assessment of the infrastructure's readiness will be required to implement VOIP. Through collaboration and cooperation MOIT can assist with coordination of testing and remediation. Number four, collaboration with the MTE to upgrade the fiber. Requiring additional meetings with MOIT as a prerequisite for

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Board approval of IBM contract does not accord appropriate deference to a bidder who has followed all the procedures required by the City, been vetted through the City's process and is being recommended for award. Although Mr. Singleton and Mr. Thomaskutty, Ms. Jiggets and the Mayor's spokesperson have touted that MOIT can implement VOIP faster, cheaper, better and in house with equipped technology staff, it simply is not true. Their efforts in what they have called a PILOT evidences this is not true. Faster -- MOIT has developed a recognizable scope of work for a comprehensive City centrix replacement project of this nature. There has been no sound business analysis by MOIT of the short, medium or long term fiscal advantages and potential pitfalls that the City has to address to say that it's cheaper. MOIT proposed to run two parallel phone systems to ensure no loss of service. How long will this take and what will it cost? MOIT even proposed to replace the current voice mail system the City implemented just one year ago which the City spent \$75,000.00 with Cisco unity voice mail. The new City voice mail manufactured by AVST has more rich features than the Cisco unity voice mail. These greater features include, unified messaging and mobility and can integrate with any phone platform. Even the University of Baltimore that has a Cisco platform uses AVST voicemail. The MOIT methodology will not be

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cheaper it will just continue throw away taxpayers dollars. MOIT's methodology would not upgrade the City's infrastructure to deploy VOIP. The fiber network in the City needs upgrading. MOIT however, does not intend to upgrade the fiber. Use of in-house technology -- If a complex enterprise phone was that easy to implement using a house staff, then most government agencies would walk up to Avaya, Cisco, Siemens etc., pick up a system and deploy it in a short period. This is not a software package that can be customized in house. It requires specialized skill sets training on a specific product. Only a manufacturer can produce that skill set initially until the City is trained to manage its own system. The MTE has the institutional knowledge and background of the City's voice telecommunication layout with 13,000 Centrex lines and circuits. I hope that prudence, wisdom and the best interest of the City and the citizens require that we move this forward and award the IBM contract as recommended. Also, I said earlier that this a clear -- this is clear evidence of fraud, waste and abuse in the City government, and I say that it is fraud because I believe that there is a deception deliberately practiced by the administration to secure an unfair gain for Cisco, because as Mr. Minor just stated that the Cisco phones have been implemented; 80 of the phones have already been implemented without the collaboration and cooperation of MTE.



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It is clear indication of waste of taxpayers money to start this process over or to defer it when MTE -- this is not a MOIT contract. This is not a MOIT project. This is a project of the Municipal Telephone Exchange, and it is a clear abuse -- this is an example of a clear abuse of the City's procurement process. Because as recommended by the Bureau of Purchases, this contract was evaluated, they brought it for approval and for reasons that do not make sense, the administration does not want to move it forward and start saving the City money or the taxpayers and the taxpayers should be outraged and in an uproar that this type of activity is taking place today before this Board."

President: "I'll entertain a Motion."

Comptroller: "I make a Motion that we approve the contract."

President: "Second."

Comptroller: "For Avaya and IBM."

President: "Second. All those in favor say AYE."

Mayor: "I'd like to explain my vote."

President: "The Chair recognizes Madam Mayor."

Mayor: "First, I just want to make it clear that the gentleman that spoke, they said that they've had experience working for the City, they're actually the Comptroller's vendors and employees. So they don't work for me. So, I just wanted to make that clear that information on the expertise that was

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relied on in this presentation was expertise secured and controlled by the Comptroller's Office. So, this is an important issue that deserves clear and concise discussion. Unfortunately today, this issue of upgrading the City's technology to Voice Over IP has been the subject of media attention and misinformation and I want to present the facts. It is alleged and reported that the City spent more than \$650,000.00 on \$1,000.00 video phones. In reality, the City bought six video phones for a grand total of \$3,300.00. It was alleged and reported that the City's procurement process was compromised and laws were broken. The truth is the procurement of equipment was neither out of the ordinary, nor a violation of any law. It was alleged and reported that the administration violated the City Charter and usurped the general powers of the Comptroller's Office. There have been no violations of the City Charter. It was alleged and reported that contractors steered the purchase of network equipment when in reality documents show the individuals requesting and approving the purchases were City employees, not contractors, and finally, it was alleged and reported that the technology purchases were made under a no-bid contract. That is absolutely not true. The contract was competitively bid receiving 14 bidders and the equipment purchase has been installed and is supporting thousands of

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desktop computers in over 20 City agencies, increasing network speeds as well as employee productivity."

Comptroller: "I would like to respond to that."

Mayor: "Upgrading the City's --."

President: "Madam Mayor."

Mayor: "Upgrading the City's technology system in order to save taxpayers dollars and make the City more efficient is an important discussion and even when we discussed this issue here at the Board of Estimates or in the media, the focus should be on protecting the citizens of Baltimore through collaboration to make sure the City government is operating efficiently. To date, the discussion has been unproductive and a convenient distraction to the really important issue at hand. The important question is not whether the City spent \$3,300.00 on six video phones nearly a year ago, the real question is whether or not the City should now spend more than \$7,000,000.00 on this contract before us today and who should be involved in implementation of this significant technology upgrade. Seven questions remain. Is going alone with this multi-million dollar contract the most effective use of our tax dollars? Have there been enough cooperation and collaboration between the Comptroller's Office and the City's technology office to ensure the contract meets the City's technology needs? Does the

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Municipal Telephone Exchange who does not have the experience to manage the City's data network have the technical capacity to provide sufficient oversight of this contract or should we not ensure the City's IT Department which has the technical capacity and experience be involved in the process? Has Voice Over IP ever been implemented in any government agency anywhere in the country without direct oversight by the government's technology office anywhere, anywhere in the country? Finally, the contract is the contract before us today the best fastest and cheapest way to upgrade the City's phone system? I believe these questions require further discussion and collaboration to move the City forward. I've served on the Board since 2007 when I was City Council President, and I can tell you even then I would not have voted to approve a multi-million dollar contract if I thought that there may be a better way for the City -- a way for the City to do it better, faster or cheaper and in the spirit of cooperation and efficiency. Over the request of the presenter from MOIT to have it deferred the Motion before us is to approve the contract, and I am voting NO on the contract that is currently proposed today, and I am voting NO to the award pursuant to the RFP. Moving forward, our City technology's professionals have advised that we can implement modern telephone systems with less outsourcing and less time and with

## MINUTES

less cost. We must fully evaluate that advice before approving an almost \$8,000,000.00 contract with an outside firm. The taxpayers of Baltimore deserve no less. The City's new Chief of Information Technology Officer starts this month and I would like for him to have an opportunity to review and understand the scope in terms of the contract and make recommendations regarding the City's options for upgrading Voice Over IP technology and I will as I have in the past worked to ensure that the technology office and the Comptroller's seek more collaboration and cooperation on this project together to ensure that we are all satisfied, that we have the most efficient and cost effective solution. Again, the citizens of Baltimore deserve cooperation and responsible governing, and that's what I am committed to achieving. I am hopeful that the conversations between these offices in the coming weeks can lead to a collaboration -- collaborative MOU effort between the City's technology office and the Comptroller's Office. The MOU could provide for a cooperative approach to upgrading the City's communication technologies which is desperately needed at this point while doing everything possible to save taxpayer money over the long run, so that we have -- as we have limited resources and need to use them efficiently and wisely. So I am

## MINUTES

again NO to the contract matters and award under the RFP. Thank you."

President: "Thank you."

Comptroller: "I would you like to respond?"

Deputy City Solicitor: "Could I just clarify something?"

Mayor: "Uh uh."

Deputy City Solicitor: "The Mayor is voting no as to the contract but not as to the award pursuant to the RFP. Is that correct?"

Mayor: "Correct."

Deputy City Solicitor: "Okay. Sorry."

President: "Madam Comptroller."

Comptroller: "Do you want to?"

Mr. Battles: "Byron Battles, Battles Group. I would just like to respond to a couple of the items, if I may."

President: "I thought you were responding because we are in the middle of taking a vote."

Comptroller: "He's speaking for me."

Mayor: "We're taking a vote. Is he going to vote for you?"

Comptroller: "Ah -- Madam -- Mr. President, I would like him to speak on my behalf."

President: "Okay."

## MINUTES

Mr. Battles: "Thank you for the opportunity. Just in terms of a couple of the items. First of all, even though our contract was directly with MTE, as independent consultants we do not."

Mayor: "You know that what just happened is not right."

President: "There is a Motion on the floor."

Comptroller: "Let me, let me say this."

President: "You can respond back to the Mayor, but the Motion is on the floor."

Comptroller: "Okay. Well before the Motion is taken."

Mayor: "It's already taken."

President: "She was explaining her but you can go ahead and make your comment."

Comptroller: "Let me ask a question. Because this contract is so important, why does the Mayor not want a response to her comments?"

Mayor: "I could have had it, if we had deferred it."

Comptroller: "But we didn't defer it. You want to vote **NO** to a contract that saves the City money."

Mayor: "I didn't want to, I did vote **NO** and now it's time for you to vote."

Deputy City Solicitor: "Just in terms of Roberts Rules of Order -- there is a Motion on the --."

## MINUTES

President: "I said that and I was giving the Comptroller a chance to respond."

Comptroller: "Okay."

President: "I would just encourage your office, MOIT and the Mayor to really sit down and talk this thing out."

Comptroller: "We've done that. We've tried to do that. The Mayor has cancelled on me twice. We've talked to MOIT. MOIT came over and stated that they were going to do the project and that is evidenced by the fact that the Mayor stated I do have some comments. The Mayor stated that there was an immaterial amount of money spent on telephones. That is absolutely not true. There was \$659,000.00 spent on the telephone system to circumvent the procurement process as stated by the experts, and not only the experts that are here today Madam Mayor, but by the experts that we read in the paper this morning."

Mayor: "That's not true."

Comptroller: "And the contract, you stated you did not violate the contract. The contract did not specifically state that telephones could be purchased. It said computers and as we all know a computer is not a telephone and a telephone is not a computer."

Mayor: "Again, that's not true."



## MINUTES

Comptroller: "A telephone is not a computer and a computer is not a telephone."

Mayor: "Try to plug a Voice Over IP into a phone jack."

President: "I entertain a -- well the Motion is already before us. Madam Mayor voted **NO**. I am asking for the rest of votes."

Comptroller: "I vote **YES**."

Deputy City Solicitor: "**NO**."

Director of Public Works: "**NO**."

President: "I vote **YES**. The Motion fails. There being no more business before the Board. The meeting will --"

Comptroller: "Wait, hold on."

Deputy Comptroller: "Excuse me. I thought you said it did apply IBM wishes to speak so she wishes to speak."

Comptroller: "Is it permitted? Go on and speak."

Ms. Moore: "Thank you."

Comptroller: "State your name."

Ms. Moore: "Good morning, afternoon. My name is Dana Moore and I am here on behalf of IBM. We've been working on this contract for over a year and for all other reasons that Madam Comptroller stated, we believe it is in the best interest of the City. For all of the reasons that the Mayor stated, we do feel that there is room for collaboration and look forward to that. We have spent IBM running through you know between the two different

## MINUTES

offices trying to get to an accord, and we felt that some progress has been made obviously there is more room for progress. We look forward to the new CIO coming in. I'm not as comfortable in this room as I am in a court room. Robert's Rules of Order are not my specialty. But, I was hoping that there could be a withdrawal of the Motion proposing a vote and that could instead there could be a Motion to defer so that thus communications could be had. It would be important -- it is important to IBM. It's important to the City. It's important to every stakeholder that these conversations be had. IBM firmly believes in its solution. It believes in the process. But we also believe that all stakeholders working together is the way to go. Things happen faster than I'm a little accustomed to but that was the position of IBM. We would rather have a deferral than a **NO** vote."

President: "Well we already --."

Ms. Moore: "And you have already voted."

Comptroller: "And the vote was three **NOS** to two **YEA's**. So, the Motion fails."

Ms. Moore: "I understand."

\* \* \* \* \*

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

4. B50002414, Fiber Optic Cable Installation, Maintenance and Repair Highlander Contracting Co., LLC \$ 190,950.00

**MWBOO SET GOALS OF 17% FOR MBE AND 8% FOR WBE.**

**MBE:** A-Connection, Inc. 17.00%\*

**WBE:** Fleet Electric, Inc. 8.00%

\*A-Connection, Inc. is not in good standing with the Maryland Department of Assessments and Taxation. The bidder will be allowed to substitute an approved MBE if A-Connection, Inc. is not in good standing at the time of the award.

(Mayor's Office of Information Technology)

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**MINUTES**Department of Finance - New AM Budget Stabilization Fund Policy**ACTION REQUESTED OF B/E:**

The Board is requested to approve the new Budget Stabilization Fund, AM 421-01, to the Administrative Manual.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

AM-421-01 outlines the use, the contribution, and the restoration of the Budget Stabilization Reserve (Reserve). The Budget Stabilization Reserve (a/k/a Rainy Day Fund) serves to provide a budget defense to stabilize a post-adopted budget that has been impacted by an uncorrectable shortfall in revenues and/or an unanticipated and uncorrectable emergency expense. The reserve becomes the revenue source of last resort to avoid a budget deficit.

This policy calls for the Board of Estimates to determine the appropriate use of the Reserve, recommend the use to the City Council when appropriate, and determine the amount of the annual contribution to the Budget Stabilization Reserve from current operating revenues. In the event that the Budget Stabilization Reserve is utilized, this policy also calls for the Board of Estimates to approve a replenishment plan and a timetable to restore, in full, the drawn down funds within a period not to exceed five years.

UPON MOTION duly made and seconded, the Board approved the new Budget Stabilization Fund, AM 421-01, to the Administrative Manual.

**MINUTES**

Department of Finance - New AM Revision Policy

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the new policy on Administrative Manual Revision Process, AM-002-1-2, to the Administrative Manual.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

There is currently no policy in the Administrative Manual that describes the process of AM revision. The new policy on Administrative Manual Revision Process, AM-002-1-2, outlines the pre-request requirement, request format, and post-request procedure if any agency needs to revise a current AM policy.

AM-002-1-2 requires agencies to resolve any union conflicts through the Office of the Labor Commissioner before requesting a policy revision. AM-002-1-2 also requires agencies to give notice to the Departments of Human Resources and Finance if the revision involves use of leave or payment processing.

The addition of AM-002-1-2 to the Administrative Manual was recommended and reviewed by the Bureau of the Budget and Management Research, and the Department of Finance.

This item was **WITHDRAWN** by the Director of Finance.

**MINUTES**Department of Finance - New AM Smoke-Free Policy**ACTION REQUESTED OF B/E:**

The Board is requested to approve the new policy on Smoke-Free Workplace, AM-500-01, to the Administrative Manual.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The City of Baltimore is committed to workplace safety. To that end, the Smoke-Free Environment Policy, AM-500-01, shall be the policy of the City to provide a smoke-free work environment for all employees, as well as contractors and other visitors doing business on City premises. This policy is designed in compliance with the Maryland Clean Indoor Air Act, MD, CODE ANN., Health-General § 24-501-511 (2012) and the Baltimore City Health Code, Title 12, § 12-101-112.

AM-500-01 prohibits smoking in and around City-owned and leased buildings. This policy also prohibits smoking in City-owned and leased vehicles. Employees who choose to smoke during work hours must do so during regularly scheduled breaks or meal periods and off City property.

AM-500-01 also states that persons observing a violation of this policy should bring it to the attention of a supervisor, and violations may result in disciplinary action up to and including discharge.

The addition of AM-500-01 to the Administrative Manual was recommended and reviewed by the Departments of Finance, General Services, and Human Resources .

UPON MOTION duly made and seconded, the Board approved the new policy on Smoke-Free Workplace, AM-500-01, to the Administrative Manual.

**MINUTES**

Department of Finance - Revisions to the Administrative  
Manual Introduction, AM-002-1

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the revisions to the Administrative Manual Introduction, AM-002-1, dated July 31, 1996.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The revisions to the Administrative Manual Introduction, AM-002-1, are to reflect changes in manual issuance and maintenance. Starting on May 18, 2012, the Administrative Manual is no longer available in hard copies and is updated continuously on the Bureau of the Budget and Management Research (BBMR) intranet. All changes made to the manual are specified in broadcasts that are emailed out to all City employees. Agencies have the option of printing out the entire manual that is available in PDF format on the intranet.

Because of changes in manual issuance and maintenance, the Administrative Manual Request Form, AM-002-1-1, is replaced by the Administrative Manual Broadcast template that should be used when emailing Administrative Manual Broadcasts to all City employees.

The revisions to AM-002-1 was recommended and reviewed by the Bureau of the Budget and Management Research, Department of Finance .

This item was **WITHDRAWN** by the Director of Finance.

**MINUTES**

Department of Finance/Office - Renewal of Insurance Policy  
of Risk Management

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the renewal of the insurance policy for the Convention Center Complex and the 1<sup>st</sup> Mariner Arena through the Philadelphia Insurance Company. The policy renewed on July 1, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$112,053.00 - 2043-000000-1450-162900-603014

**BACKGROUND/EXPLANATION:**

This policy provides liability coverage for the Convention Center Complex and the 1<sup>st</sup> Mariner Arena. The renewal is being provided by the incumbent carrier, the Philadelphia Insurance Company.

This request is late because the Office of Risk Management was still negotiating renewal terms and did not receive the final quote until June 25, 2012.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the renewal of the insurance policy for the Convention Center Complex and the 1<sup>st</sup> Mariner Arena through the Philadelphia Insurance Company. The Mayor **ABSTAINED**.



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

The Board is requested to approve and authorize execution of the following lease agreement with artists for studios in the School #33 Art Center located at 1427 Light Street.

|    | <u>Lessee</u>                | <u>Premises</u> | <u>Term</u>                   |
|----|------------------------------|-----------------|-------------------------------|
| 1. | DAVID BROWN                  | STUDIO #201     | April 1, 2012 - Mar. 31, 2013 |
| 2. | MAUREEN<br>JORDAN<br>TIERNEY | STUDIO #204     | April 1, 2012 - Mar. 31, 2013 |

**AMOUNT OF MONEY AND SOURCE:**

| <u>Annual Rent</u> | <u>Monthly Rent</u> |
|--------------------|---------------------|
| \$3,900.00         | \$325.00            |

**BACKGROUND/EXPLANATION:**

The premises will be used as artist's studios. The lessor will be responsible for heat, electricity and water. The lessee will be responsible for insurance on contents, janitorial services, trash receptacles, and internal security.

The Space Utilization Committee approved the leases at its meeting on June 26, 2012.

The leases are late because of delays in obtaining signed and notarized copies of the documents from the lessees.

**(FILE NO. 55431)**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the foregoing lease agreement with artists for studios in the School #33 Art Center located at 1427 Light Street.

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

The Board is requested to approve and authorize the execution of a lease agreement with the Tooney Town Early Learning Center, Inc., tenant, for a portion of the property known as Kirk Multi-Purpose Center located at 909 E. 22<sup>nd</sup> Street, consisting of approximately 4,293 square feet. The period of the lease agreement is effective upon Board approval for three years, with one 3-year renewal term.

**AMOUNT OF MONEY AND SOURCE:**

|                     | <u>Annual Rent</u> | <u>Monthly Installments</u> |
|---------------------|--------------------|-----------------------------|
| <u>INITIAL TERM</u> |                    |                             |
| Year 1 -            | \$15,025.50        | \$1,252.13                  |
| Year 2 -            | \$15,776.78        | \$1,314.73                  |
| Year 3 -            | \$16,565.61        | \$1,380.47                  |

RENEWAL TERM

|          |             |            |
|----------|-------------|------------|
| Year 1 - | \$17,393.89 | \$1,449.49 |
| Year 2 - | \$18,263.59 | \$1,521.97 |
| Year 3 - | \$19,176.77 | \$1,598.06 |

**BACKGROUND/EXPLANATION:**

The leased premises will be used for a child daycare center. The landlord will be responsible for utilities serving the leased premises to include oil, gas, electric, and water. The landlord will maintain the interior and exterior of the building.

## MINUTES

Space Utilization Committee - cont'd

The tenant will be responsible for any minor improvements to the leased premises. The tenant will pay for all janitorial service as well as be responsible for all equipment, insurance and licensing necessary for the operation of tenant's programs.

**(FILE NO. 54966)**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the lease agreement with the Tooney Town Early Learning Center, Inc., tenant, for a portion of the property known as Kirk Multi-Purpose Center located at 909 E. 22<sup>nd</sup> Street, consisting of approximately 4,293 square feet.

**MINUTES**Space Utilization Committee - Transfer of Building Jurisdiction**ACTION REQUESTED OF B/E:**

The Board is requested to approve transfer of the parcel known as 216 Emory Street (Block 675, Lot 80) from the inventory of the Department of Recreation and Parks to the inventory of the Department of General Services.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

In accordance with the authority granted to the new Department of General Services by the City Charter (Art VII, Sec 132), the DGS is now responsible for all municipal buildings, unless otherwise provided by the Charter. Transferring municipal Buildings currently registered under the Department of Recreation and Parks is in keeping with this new mission.

The Space Utilization Committee approved this transfer of jurisdiction on June 26, 2012 .

**(FILE NO. 56665)**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the transfer of the parcel known as 216 Emory Street (Block 675, Lot 80) from the inventory of the Department of Recreation and Parks to the inventory of the Department of General Services.

**MINUTES**Space Utilization Committee - Transfer of Building Jurisdiction**ACTION REQUESTED OF B/E:**

The Board is requested to approve transfer of the parcels known as 5001 Park Heights Avenue (Block 4585, Lot 9), 5427 Belair Road (Block 6000, Lot 22), and 2001 Park Avenue (Block 3448, Lot 30) from the inventory of the Department of Housing and Community Development to the inventory of the Department of General Services (DGS).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

In accordance with the authority granted to the new Department of General Services by the City Charter (Art VII, Sec 132), the DGS is now responsible for all municipal buildings, unless otherwise provided by the Charter. Transferring municipal Buildings currently registered under the Department of Housing and Community Development is in keeping with this new mission.

The Space Utilization Committee approved this transfer of jurisdiction on June 26, 2012 .

**(FILE NO. 56665)**

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the transfer of the parcels known as 5001 Park Heights Avenue (Block 4585, Lot 9), 5427 Belair Road (Block 6000, Lot 22), and 2001 Park Avenue (Block 3448, Lot 30) from the inventory of the Department of Housing and Community Development to the inventory of the Department of General Services.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

| VENDOR | AMOUNT OF AWARD | AWARD BASIS |
|--------|-----------------|-------------|
|--------|-----------------|-------------|

Bureau of Purchases

- |                                                                                                         |             |             |
|---------------------------------------------------------------------------------------------------------|-------------|-------------|
| 1. N. HARRIS CORP. d/b/a<br>SYSTEM INNOVATORS                                                           | \$44,401.00 | Sole Source |
| Solicitation No. 08000 - Cashier Windows Software Support -<br>Department of Finance - Req. No. R602594 |             |             |

This support and maintenance is for proprietary software that is customized for use by the Bureau of Revenue Collections.

- |                                                                                                     |         |         |
|-----------------------------------------------------------------------------------------------------|---------|---------|
| 2. SKALAR, INC.                                                                                     | \$ 0.00 | Renewal |
| Solicitation No. 08000 - Skalar Consumable Parts -<br>Department of Public Works - Req. No. P517926 |         |         |

On August 10, 2011, the Board approved the initial award in the amount of \$48,472.50. The award contained two 1-year renewal options. This renewal is for the period August 18, 2012 through August 17, 2013, with one 1-year renewal option remaining.

- |                                                                                                                 |             |             |
|-----------------------------------------------------------------------------------------------------------------|-------------|-------------|
| 3. HCGI HARTFORD, INC.                                                                                          | \$29,840.00 | Low Bid     |
| Solicitation No. B50002443 - Trimble Yuma Tables and<br>Accessories - Department of Public Works - Req. No. N/A |             |             |
| 4. AMES, INC.                                                                                                   | \$35,492.00 | Sole Source |
| Solicitation No. 08000 - Fairbanks Morse Pump Parts -<br>Department of Public Works - Req. No. R606176          |             |             |

The vendor is the sole authorized supplier/distributor of these items in our area.

- |                                                                                                                                 |         |         |
|---------------------------------------------------------------------------------------------------------------------------------|---------|---------|
| 5. FESCO EMERGENCY SALES                                                                                                        | \$ 0.00 | Renewal |
| Solicitation No. 08000 - O.E.M. Parts and Service for New<br>Medic Units - Department of General Services - P.O. No.<br>P503919 |         |         |

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

| VENDOR | AMOUNT OF AWARD | AWARD BASIS |
|--------|-----------------|-------------|
|--------|-----------------|-------------|

Bureau of Purchases

On September 3, 2008, the Board approved the initial award in the amount of \$600,000.00. The award contained two 1-year renewal options. On June 22, 2011, the Board approved the first renewal. This renewal is for the period September 3, 2012 through September 2, 2013.

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. P. FLANIGAN & SONS,<br>INC.                                                                                       | \$500,000.00 | Selected Source |
| Solicitation No. 06000 - Tipping of Milled Material for Recycling - Department of Transportation - Req. Nos. Various |              |                 |

The intent to waive competition was posted on CitiBuy and no objections was received. The Department of Transportation has identified the vendor as the only one that meets the agency's operational requirements.

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 |
|--------|-----------------|-------------|
|--------|-----------------|-------------|

Bureau of Purchases

- |                                                                                                                                                         |              |         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------|
| 7. VALLEY SUPPLY AND<br>EQUIPMENT COMPANY, INC.                                                                                                         | \$ 50,000.00 | Renewal |
| Solicitation No. 06000 O.E.M. Parts and Service for JCB &<br>Lee Boy Equipment - Department of General Services, Fleet<br>Management - P.O. No. P510150 |              |         |

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. This renewal in the amount of \$50,000.00 is for the period September 1, 2012 through August 31, 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 Article VI, Section 11 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

**MWBOO GRANTED A WAIVER.**

- |                                                                                                                                                 |              |         |
|-------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------|
| 8. HARLEY-DAVIDSON STORE<br>BUELL                                                                                                               | \$ 50,000.00 | Renewal |
| Solicitation No. B50001138 - O.E.M. Parts and Service for<br>Harley-Davidson Motorcycles - Department of General<br>Services - Req. No. P509880 |              |         |

On August 19, 2009, the Board approved the initial award in the amount of \$150,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$50,000.00 is for the period September 1, 2012 through August 31, 2013, with one 1-year renewal option remaining.

**MWBOO GRANTED A WAIVER.**



## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

| VENDOR | AMOUNT OF AWARD | AWARD BASIS |
|--------|-----------------|-------------|
|--------|-----------------|-------------|

Bureau of Purchases

- |                                                                                                                                                   |              |         |
|---------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------|
| 9. PITNEY BOWES, INC.                                                                                                                             | \$ 22,860.00 | Renewal |
| Solicitation No. 08000 - Software Maintenance Services for PX Mailing System - Department of Public Works & Wastewater Revenue - P.O. No. P514153 |              |         |

On July 14, 2010, the Board approved the initial award in the amount of \$22,359.00. The award contained two 1-year renewal options. On May 18, 2011, the Board approved the first renewal in the amount of \$22,359.00. This final renewal in the amount of \$22,359.00 is for the period July 12, 2012 through July 11, 2013.

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.

**(FILE NO. 57040)**

- |                                                                                                                                                       |              |         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------|
| 10. HARBOR TRUCK SALES & SERVICE, d/b/a BALTIMORE                                                                                                     |              |         |
| FREIGHTLINER                                                                                                                                          | \$500,000.00 | Renewal |
| Solicitation No. 06000 - O.E.M. Parts, Service and Warranty Repairs for Freightliner Heavy Trucks - Department of General Services - P.O. No. P510047 |              |         |

On September 30, 2009, the Board approved the initial award in the amount of \$450,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$500,000.00 is for the period October 1, 2012 through September 30, 2013, with one 1-year renewal option remaining.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

| VENDOR | AMOUNT OF AWARD | AWARD BASIS |
|--------|-----------------|-------------|
|--------|-----------------|-------------|

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.

**MWBOO GRANTED A WAIVER.**

- |                                                                                                                                        |              |         |
|----------------------------------------------------------------------------------------------------------------------------------------|--------------|---------|
| 11. LIBERTY DISCOUNT LAWN<br>EQUIPMENT                                                                                                 | \$ 50,000.00 | Renewal |
| Solicitation No. B50000663 - Stilh Landscaping Equipment<br>and Replacement Parts - Department of Transportation - P.O.<br>No. P504520 |              |         |

On October 1, 2008, the Board approved the initial award in the amount of \$50,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$50,000.00 is for the period September 26, 2012 through September 25, 2013.

**MWBOO GRANTED A WAIVER.**

- |                                                                                                                                           |              |          |
|-------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------|
| 12. GEIGER PUMP AND<br>EQUIPMENT CO.                                                                                                      | \$ 60,000.00 | Increase |
| Solicitation No. 08000 - Replacement of KSB Submersible<br>Pumps - Department of Public Works & Wastewater Division -<br>P.O. No. P518560 |              |          |

On October 26, 2011, the Board approved the initial award in the amount of \$45,000.00. An increase is necessary due to increased usage of the contract. This increase in the amount of \$60,000.00 will make the total award amount \$105,000.00. The contract expires on October 26, 2013, with no renewal options.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

| VENDOR | AMOUNT OF AWARD | AWARD BASIS |
|--------|-----------------|-------------|
|--------|-----------------|-------------|

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.

- |                                                                                                                             |         |           |
|-----------------------------------------------------------------------------------------------------------------------------|---------|-----------|
| 13. JESCO, INC.                                                                                                             | \$ 0.00 | Extension |
| Solicitation No. 08000 - OEM Parts and Service for John Deere Equipment - Department of General Services - P.O. No. P514285 |         |           |

On July 11, 2007, the Board approved the initial award in the amount of \$600,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. An extension of the existing contract is needed to maintain continuity of services until a new contract is put in place. This extension is for the period July 16, 2012 through September 30, 2012 and will make the total award amount \$2,850,000.00.

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

(FILE NO. 57370)

### 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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|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------|
| 14. | TOTAL ENVIRONMENTAL<br>CONCEPTS, INC.                                                                                                                     | \$1,000,000.00 | Increase |
|     | Solicitation No. B50001887 - Inspection, Testing, Repair,<br>Maintenance and Installation Services - Department of<br>General Services - P.O. No. P517187 |                |          |

On May 25, 2011, the Board approved the initial award in the amount of \$500,000.00. The award contained one 2-year renewal option. On June 4, 2011, the City Purchasing Agent approved an increase in the amount of \$50,000.00. An increase is necessary due to higher than estimated usage. This increase in the amount of \$1,000,000.00 will make the award amount \$1,550,000.00.

This is a requirements contract, therefore dollar amounts will vary.

|                                                   |    |
|---------------------------------------------------|----|
| <b>MBE:</b> Machado Construction<br>Company, Inc. | 6% |
|---------------------------------------------------|----|

|                                          |       |
|------------------------------------------|-------|
| <b>WBE:</b> A2Z Environmental Group, LLC | 2.5%  |
| Bay Assoc., Inc.                         | 0.85% |
| Monumental Supply Co.                    | 0.45% |

**MWBOO FOUND VENDOR IN COMPLIANCE.**

- |     |                                                           |         |         |
|-----|-----------------------------------------------------------|---------|---------|
| 15. | HERITAGE CHRYSLER                                         |         |         |
|     | JEEP VW                                                   | \$ 0.00 | Renewal |
|     | Solicitation No. B50001145 - O.E.M. Repair Service for    |         |         |
|     | Chrysler Vehicles - Department of General Services - P.O. |         |         |
|     | No. P509879                                               |         |         |

On August 19, 2009, the Board approved the initial award in the amount of \$2,000,000.00. The award contained two 1-year renewal options. This renewal is for the period September 1, 2012 through August 31, 2013, with one 1-year renewal option remaining.

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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|--------------------------------------------------------------------------------------------------------------------------------|---------|---------|
| 16. PETE'S CYCLE, INC.                                                                                                         | \$ 0.00 | Renewal |
| Solicitation No. 08000 - O.E.M. Parts and Service for ASAP Rescue Vehicles - Department of General Services - P.O. No. P503921 |         |         |

On September 3, 2008, the Board approved the initial award in the amount of \$200,000.00. The award contained two 1-year renewal options. On June 22, 2011, the Board approved the first renewal. This final renewal is for the period September 3, 2012 through September 2, 2013, with no renewal options 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.**

- |                                                                                                                              |         |         |
|------------------------------------------------------------------------------------------------------------------------------|---------|---------|
| 17. ALTEC INDUSTRIES, INC.                                                                                                   | \$ 0.00 | Renewal |
| Solicitation No. 08000 O.E.M. Parts and Services for Altec Bucket Trucks - Department of General Services - P.O. No. P503392 |         |         |

On August 13, 2008, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two 1-year renewal options. On June 22, 2011, the Board approved the first renewal. This final renewal is for the period August 13, 2012 through August 12, 2013.

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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|--------------------------------------------------------------------------------------------------------------------------------|--------------|---------|
| 18. E.J. WARD, INC.                                                                                                            | \$100,000.00 | Renewal |
| Solicitation NO. 08000 - O.E.M. Parts and Service for E.J. Ward Canceivers - Department of General Services - P.O. No. P504162 |              |         |

On October 1, 2008, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. On August 17, 2011, the Board approved the first renewal in the amount of \$100,000.00. This final renewal in the amount of \$100,000.00 is for the period October 1, 2012 through September 30, 2013.

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.

- |                                                                                                                                                    |         |         |
|----------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|
| 19. WASTE EQUIPMENT SALES AND SERVICE, LLC,                                                                                                        | \$ 0.00 | Renewal |
| Solicitation No. 08000 - O.E.M. Parts and Service for New Way E-Z Pacs and K-Pacs - Department of General Services - P.O. Nos. P504705 and P504715 |         |         |

On October 1, 2008, the Board approved the initial award in the amount of \$3,200,000.00. The award contained two 1-year renewal options. On August 17, 2011, the Board approved the first 1-year renewal. This final renewal is for the period October 1, 2012 through September 30, 2013.

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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|-------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------|
| 20. MJM INNOVATIONS                                                                                                                             | \$496,860.00 | Increase |
| Solicitation No. B50001205 - Management Services for Eating Together in Baltimore Program - Baltimore City Health Department - P.O. No. P513722 |              |          |

On May 12, 2010, the Board approved the initial award in the amount of \$496,860.00. Subsequent actions have been approved. This increase in the amount of \$496,860.00 will provide funds for fiscal year 2013 and will make the total award amount \$1,368,720.00.

**MWBOO SET GOALS OF 10% MBE AND 2% WBE.**

|                                     |        |
|-------------------------------------|--------|
| <b>MBE:</b> Sue Ann's Office Supply | .40%   |
| Forum Caterers                      | 10.00% |

|                                          |       |
|------------------------------------------|-------|
| <b>WBE:</b> Curry Printing & Copy Center | .30%  |
| Jodi M. Stappler, CPA                    | 2.01% |

**MWBOO FOUND VENDOR IN COMPLIANCE.**

|                                                                                                                 |              |                 |
|-----------------------------------------------------------------------------------------------------------------|--------------|-----------------|
| 21. PHI AIR MEDICAL                                                                                             |              |                 |
| TRANSPORTATION                                                                                                  | \$400,000.00 | Selected Source |
| Solicitation No. 06000 - Multi-level Medical Air Transportation Services - Health Department - Req. No. R605776 |              |                 |

Multi-level Medical Air Transportation services for critical patients are provided by the Maryland Department of Health and Mental Hygiene (DHMH) through the Transportation Grants Program. The DHMH protocol states "All Air Ambulance transport costs for Maryland Medicaid Recipient will be paid by the Baltimore City Health Department," through the Transportation Grants Program.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

| VENDOR | AMOUNT OF AWARD | AWARD BASIS |
|--------|-----------------|-------------|
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Bureau of Purchases

The State of Maryland must license all air ambulance service companies. Phi Air Medical Transportation is licensed by the State of Maryland. The DHMH protocol further states, "This unit (Baltimore City Health Department) will screen all calls as to eligibility and medical necessity, and the appropriate transportation will be arranged when approved." The period of the award is July 11, 2012 through July 10, 2013 with four 1-year renewal options.

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.**

22. MEDSTAR/MID ATLANTIC  
 TRANSPORTATION \$250,000.00 Selected Source  
 Solicitation No. 06000 - Non Emergent Air Transportation  
 Services - Health Department - Req. No. R605777

Multi-level Medical Air Transportation services for critical care patients are provided by the Maryland Department of Health and Mental Hygiene (DHMH) through the Transportation Grants Program. The DHMH protocol state "All Air Ambulance transport costs for Maryland Medicaid Recipient will be paid by the Baltimore City Health Department," through the Transportation Grants Program.



## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

| VENDOR | AMOUNT OF AWARD | AWARD BASIS |
|--------|-----------------|-------------|
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Bureau of Purchases

The State of Maryland must license all air ambulance service companies. Medstar/Mid Atlantic Transportation is licensed by the State of Maryland. The DHMH protocol further states, "This unit (Baltimore City Health Department) will screen all calls as to eligibility and medical necessity, and the appropriate transportation will be arranged when approved." The period of the award is July 11, 2012 through July 10, 2013, with four 1-year renewal options.

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.**

- |     |                                                                                                                                                        |              |         |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------|
| 23. | ALBAN TRACTOR                                                                                                                                          | \$150,000.00 | Renewal |
|     | Solicitation No, 08000 - O.E.M. Parts and Service for Caterpillar Equipment - Department of General Services, Fleet Management Division - P.O. P510078 |              |         |

On September 2, 2009, the board approved the initial award in the amount of \$150,000.00. Subsequent actions were approved. This is the first of two one-year renewal options. The period of the renewal is September 1, 2012 through August 31, 2013.

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

24. VENDORS LISTED BELOW      \$2,000,000.00      Cooperative Contract  
 Maryland State Contract DoIT - Solicitation No. 060B9800035  
 - Consulting and Technical Services II (CATSII). The  
 period of the award is July 11, 2012 through May 31, 2014.

Vendors were solicited nationwide by the Maryland State Department of Information Technology via internet posting on eMaryland Marketplace and DoIT websites. A total of 449 bid proposals were received and 436 qualified offerors were selected. This contract is for IT consulting and technical services such that individual requirements are bid among the participating vendors at prices not to exceed those originally bid. Purchase orders will be issued as the need arises to the bidders listed that offer the lowest bids, solicited via CitiBuy.

|                                    |                                   |
|------------------------------------|-----------------------------------|
| 22nd Century Technologies, Inc.    | Altimax Solutions LLC             |
| A P Ventures, LLC                  | AMDEX Corporation                 |
| A&T Systems, Inc.                  | America's Remote Help Desk        |
| Abercrombie & Associates LLC       | (Enhanced IP Solutions)           |
| AboutWeb LLC                       | Angarai International, Inc.       |
| ABSi Corporation                   | Annapolis Wireless Internet, LLC. |
| ABSS Solutions, Inc.               | Apex Systems, Inc.                |
| Accenture                          | Applied Geographics, Inc.         |
| Acclaim Systems Inc                | Applied Quality Communications,   |
| Accounting & Computer Solutions,   | Inc.                              |
| Inc.                               | Applied Technology Services, Inc. |
| ACS State & Local Solutions, Inc.  | (ATS)                             |
| Adsytech, Inc.                     | Applied Wireless Local Area       |
| Advance Digital Systems Inc.       | Networks, Inc.                    |
| Advanced C4 Solutions, Inc.        | Arena Technical Resources, LLC    |
| Advanced Software Systems, Inc.    | Argin Technologies, LLC           |
| (ASSYST)                           | ARINC Inc                         |
| Advantage Industries Inc.          | ARTEL Incorporated                |
| AEG - DCIS, LLC                    | Ascellon Corporation              |
| Aertight Systems, Inc.             | Astor & Sanders Corporation       |
| AETEA Information Technology, Inc. | Astornet Technologies, Inc.       |
|                                    | Audacious Inquiry, LLC            |

## 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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|                                             |                                         |  |
|---------------------------------------------|-----------------------------------------|--|
| AIMSTAR Information Solutions, Inc.         | Auriga Corporation, LLC                 |  |
| AINS, Inc.                                  | Avanade Inc. (Ascentium)                |  |
| AITHERAS, LLC                               | Avaya Government Solutions Incorporated |  |
| Ajilon                                      | Avid Technology Professionals, LLC      |  |
| ALENT Technologies, LLC                     | Avineon, Inc.                           |  |
| Aligned Development Strategies, Inc. (ADSI) | Axis Geospatial LLC                     |  |
| Alion Science and Technology Corporation    | Beacon Associates, Inc.                 |  |
| Alliance Technology Group, LLC              | Berry, Dunn, McNeil & Parker, LLC       |  |
| Allied Technology Group, Inc.               | BIG-Wireless, LLC                       |  |
| Alltech-MD LLC                              | Bithgroup Technologies, Inc.            |  |
| Alpha Technologies Inc. (USA)               | Blossom Solutions, Inc                  |  |
| ALTEK Information Technology, Inc.          | Blue Collar Objects, LLC                |  |
| Blue Sky Management Group                   | Computer Technology Services, Inc.      |  |
| Blue Water Media                            | Compuware Corporation                   |  |
| Bogdan Computer Services, Inc.              | COMSYS Services LLC                     |  |
| Booz Allen Hamilton Inc.                    | Comtech LLC                             |  |
| Bourntec Solutions, Inc. (Mirage Software)  | Connect International, Inc.             |  |
| Business Management Associates, Inc (BMA)   | Consultants Consortium, Inc.            |  |
| Business Solutions Group, Incorporated      | Converge Networks Corporation           |  |
| Cachendo, LLC.                              | Convergence Technology Consulting, LLC  |  |
| CACI Transformation Solutions Group         | CoreSphere, LLC.                        |  |
| CAI, Inc. (Computer Aid, Inc)               | Credence Management Solutions LLC       |  |
| Calvert Systems Engineering, Inc.           | CSG                                     |  |
| Cambridge Systematics Inc.                  | Curtis Consulting Corp.                 |  |
| Cambridge Systems Inc.                      | Cybermedia Technologies Inc. (CTEC)     |  |
| Canton Group, LLC                           | CYQUENT, Inc.                           |  |
| Capability Measurement, Inc (Cypress Creek) | Daly Computers, Inc.                    |  |
|                                             | Dancil-Jones & Associates, Inc.         |  |
|                                             | Data Networks of America, Inc           |  |
|                                             | Data Processing Solutions, Inc.         |  |

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

| <u>VENDOR</u> | <u>AMOUNT OF AWARD</u> | <u>AWARD BASIS</u> |
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|------------------------------------|----------------------------------|--|
| Capital City Technologies, Inc.    | Data Transformation Corp.        |  |
| Carter-Lambert Divisions, LLC      | DataNet Systems Corp.            |  |
| CAS Severn, Inc                    | DBTS, Inc.                       |  |
| Cenden Company                     | Defender Technologies Group, LLC |  |
| CentreTEK Solutions LLC            | Dell Marketing, L.P.             |  |
| CIBER, Inc.                        | Delmock Technologies, Inc.       |  |
| Cirdan Group, Inc                  | Deloitte Consulting LLP          |  |
| Client Network Services, Inc.      | Deque Systems, Inc.              |  |
| (CNSI)                             | Dewberry & Davis LLC             |  |
| CMC Americas, Inc.                 | Diamond Geeks                    |  |
| CMSES, Inc.                        | DigiComm Data Solutions, LLC     |  |
| Cogent Systems                     | Digicon Corporation              |  |
| Cognitive Technologies II, Inc.    | Digital Architects, Inc.         |  |
| Coleman Group, Inc                 | Digital Infuzion, Inc.           |  |
| Columbia Telecommunications Corp.  | Digital Intelligence Systems     |  |
| Communications Electronics, Inc.   | Corporation (DISYS)              |  |
| CompCamp, Inc.                     | DigiTelLink Corporation          |  |
| Compliance Corporation             | Focus Technology Consulting, LLC |  |
| Computer Sciences Corporation      | Focused HR Solutions, LLC        |  |
| (CSC)                              | FosterSoft, Inc.                 |  |
| Computer Technologies Consultants, | Fox Systems, Inc.                |  |
| Inc.                               | Freedom Consulting Group, LLC    |  |
| Diverse Technologies Corporation   | Fugro EarthData, Inc.            |  |
| DK Consulting, LLC                 | G.R. Patel & Associates, Inc.    |  |
| Dye Management Group, Inc.         | (GRPA)                           |  |
| Dynamix Corporation                | Gantech, Inc.                    |  |
| Dynanet Corporation                | General Dynamics Information     |  |
| Dynaxys LLC                        | Technology, Inc.                 |  |
| e.magination network llc           | GeographIT (Advanced Technology  |  |
| EA Engineering, Science and        | Solutions Inc.)                  |  |
| Technology, Inc.                   | GeoNorth, LLC                    |  |
| Early Morning Software (EMS), Inc. | GL Communications Inc.           |  |
| Elemental Solutions, LLC           | Global Nest, LLC                 |  |
| Elicitek, Inc.                     | Global Network Systems of        |  |
| Elucid Solutions, Inc.             | Maryland, Inc. (GNS)             |  |
| EMA, Inc                           |                                  |  |

## 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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|----------------------------------------------------------|-----------------------------------------------------------|--|
| Embedded Flight Systems, Inc                             | Group Z, Inc.                                             |  |
| EMC Corporation (EMC2)                                   | GTSI                                                      |  |
| Empower IT                                               | HCL America Inc.                                          |  |
| Encore Solutions Inc. (ESI)                              | Hewlett-Packard Company (HP)                              |  |
| Enlightened, Inc.                                        | HIRE Productivity, Inc.                                   |  |
| Enterprise Information Solutions, Inc.                   | ICS Nett, Inc.                                            |  |
| Enterprise Solutions Realized, Inc. (ESR)                | iCUBE Systems, Inc.                                       |  |
| Enterprise Strategies, LLC                               | Idea Integration Corp.                                    |  |
| Environmental Systems Research Institute, Inc. (ESRI)    | IDP, LLC (Intrusion Detection Prevention)                 |  |
| ERIMAX, Inc.                                             | IIC Technologies Inc.                                     |  |
| Exceptional Software Strategies, Inc.                    | Imadgen, LLC                                              |  |
| eXclusive Systems, LLC                                   | Index Group Inc.                                          |  |
| Expertech Solutions, Inc.                                | Infiniti Telecom & Technologies, Inc. (Infiniti Staffing) |  |
| Fairfax Data Systems, Inc.                               | Info-Matrix Corporation                                   |  |
| FASTech, Inc.                                            | INFOJINI, INC                                             |  |
| Federal Engineering, Inc.                                | Information Builders, Inc.                                |  |
| FEI.com, Inc.                                            | Information Consultants, Inc.                             |  |
| Firefly Design, Inc.                                     | Information Dynamics                                      |  |
| First Data Government Solutions, LP                      | International, Inc (IDI)                                  |  |
| First Information Technology Services, Inc               | Information Gateways, Inc.                                |  |
| Information Management Consultants, Inc. (IMC)           | Light's Tower Construction Co., Inc. (LTCC)               |  |
| Infotech & Telecom Engineering Institute (ITTECOM), Inc. | Line of Sight, LLC                                        |  |
| Infotech Enterprises America, Inc.                       | LinKIT, LLC                                               |  |
| Ingenium Corporation                                     | Location Age, LLC                                         |  |
| Innotion Enterprises, Inc.                               | Lockheed Martin Corporation                               |  |
| Insystech, Inc.                                          | LoganBritton, Inc.                                        |  |
| Integrated Technology Solutions, Inc.                    | LogiWare, LLC                                             |  |
|                                                          | Lore Systems, Inc.                                        |  |
|                                                          | Macarthur & Baker International, Inc. (MBI)               |  |
|                                                          | Macro International Inc.                                  |  |
|                                                          | Magothy Technology, LLC                                   |  |

## 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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|----------------------------------------------|--|------------------------------------------------|
| Intellect Corporation                        |  | Mainline Information Systems, Inc.             |
| IntelliDyne, LLC                             |  | Mansai Corporation                             |
| Interim Business Solutions, LLC              |  | MAR, Incorporated                              |
| International Business Machines, Corp. (IBM) |  | Maranatha & Associates, Inc                    |
| ISmart, LLC                                  |  | Maricom Systems Incorporated                   |
| IT Resource Solutions.Net Inc.               |  | Marjen LLC                                     |
| IT Total Solutions, Inc.                     |  | MasiMax Resources, Inc.                        |
| ITSolutions Net, Inc. formerly               |  | Mathtech, Inc.                                 |
| NetStar-1, Inc                               |  | Matrix Systems & Technologies Inc.             |
| IVA Communications, LLC                      |  | Maximum Quest Group, Inc.                      |
| IZAR Associates, Inc.                        |  | Maximus, Inc.                                  |
| Jacob & Sundstrom, Inc.                      |  | MBL Technologies                               |
| JANUS Associates, Inc.                       |  | McDuffy & Associates, LTD, Total               |
| JayPar, Inc.                                 |  | Customer Care                                  |
| JD Biggs and Associates, Inc.                |  | Metropolitan Technology Solutions              |
| Jeteak Press                                 |  | Corp. (MTS)                                    |
| JHM Research and Development Inc             |  | Micro Records Company                          |
| Johnson, Mirmiran & Thompson, Inc. (JMT)     |  | Millennia 2000, Inc. (M2K)                     |
| KCI Technologies, Inc.                       |  | Mind Over Machines, Inc                        |
| Kerr Company, LLC                            |  | Mindseeker, Inc.                               |
| Kinsail Corporation                          |  | Mindteck, Inc.                                 |
| Knowlogy Corporation                         |  | Momentum, Inc.                                 |
| Kutti Tech, Inc.                             |  | Morningtown Group, LLC                         |
| L-3 Services, Inc.                           |  | MS Technologies Corporation                    |
| L. Robert Kimball & Associates, Inc.         |  | MTG Management Consultants, LLC                |
| Laurel Consulting Group (LCG Systems)        |  | Paradyne Management, Inc                       |
| LearnQuest (DPT Consulting Group)            |  | Patriot Technologies Inc.                      |
| MVS Inc.                                     |  | PC Network Inc.                                |
| Mythics, Inc.                                |  | Peak Technology Solutions, Inc.                |
| N-3 Technologies, Inc.                       |  | Peart-Hannon Consulting Group                  |
| N-Tegrity Solutions Group, LLC               |  | Phoenix Group & Assoc. of                      |
| NARVLE LLC                                   |  | Maryland, LLC                                  |
| Nasir Group, LLC (TNG)                       |  | Pictometry International Corp.                 |
| Navigator Management Partners LLC            |  | Planet Technologies, Inc.                      |
|                                              |  | Plexus Installations Inc                       |
|                                              |  | Policy Studies Inc. (PSI)                      |
|                                              |  | Post, Buckley, Schuh, & Jernigan, Inc. (PBS&J) |

## 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

|                                                                      |                                    |  |
|----------------------------------------------------------------------|------------------------------------|--|
| Neo Technologies, Inc.                                               | Powersolv, Inc                     |  |
| NERDS, LLC (Network Engineering & Resources Development Specialists) | PPS Information Systems Staffing   |  |
| net.America Corporation                                              | Preferred Technology Solutions     |  |
| NETWAR DEFENSE CORPORATION                                           | Inc.                               |  |
| Network Equipment Sales                                              | Prism Communications Inc           |  |
| Network Specialty Group, Inc.                                        | Pro-Tech Computer Services, Inc.   |  |
| Networking Institute of                                              | Project Consulting Group Inc.      |  |
| Technology, Inc. (NIT)                                               | PSI Pax, Inc                       |  |
| Next Tier Concepts, Inc.                                             | QSACK & Associates, Inc            |  |
| NextGen Consulting Inc.                                              | QST, Inc                           |  |
| NIS Solutions                                                        | Quality Solutions Inc. (QSI)       |  |
| Noblis, Inc.                                                         | Quasars, Inc.                      |  |
| North American Management, Inc.                                      | RAM Consulting Corporation         |  |
| (NAMBCO)                                                             | Ravens Group                       |  |
| Northrop Grumman Information                                         | Raytheon Company / Network Centric |  |
| Technology, Inc.                                                     | Systems                            |  |
| Oakland Consulting Group, Inc.                                       | RCC Consultants, Inc.              |  |
| Obverse, Inc.                                                        | RCR Technology Corporation         |  |
| Ohm Systems, Inc.                                                    | RedNetworks, Inc                   |  |
| OmegaCor Technologies A/K/A Anzi                                     | REI Systems, Inc.                  |  |
| Tech Distributors                                                    | Rescon Inc.                        |  |
| Optimal Solutions and                                                | RICOMM Systems, Inc.               |  |
| Technologies, Inc. (OST)                                             | RNR Consulting Inc. (Rahim, Inc.)  |  |
| Oshyn Inc.                                                           | Static Power Conversion Services,  |  |
| Osiris Solutions, LLC                                                | Inc.                               |  |
| P4 Corporation (P4 Performance                                       | SupremeSoft Corporation            |  |
| Management)                                                          | Sylva Consulting Services, LLC     |  |
| Pailen-Johnson Associates, Inc.                                      | Sympora Technologies               |  |
| Paradigm Info. Tech, Inc.                                            | Synectics for Management           |  |
| Ross Technical Services, Inc                                         | Decisions, Inc.                    |  |
| (RTGX)                                                               | Synergy Systems & Services, Inc.   |  |
| Roy D. McQueen & Associates, LTD.                                    | SYSCOM, Inc.                       |  |
| (RDM)                                                                | System Integration & Development   |  |
| RTKL Associates, Inc.                                                | Inc                                |  |
| S3, Incorporated (S3 Computer                                        | System Source (Logical Ventures)   |  |
| Consulting, Inc.)                                                    | Systems Alliance, Inc.             |  |
| Sabre Communications Corporation                                     | Systems Integration, Inc.          |  |
|                                                                      | Systems Management and Research    |  |
|                                                                      | Inc.                               |  |

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

| VENDOR | AMOUNT OF AWARD | AWARD BASIS |
|--------|-----------------|-------------|
|--------|-----------------|-------------|

Bureau of Purchases

|                                                           |                                                         |  |
|-----------------------------------------------------------|---------------------------------------------------------|--|
| SAIC (Science Applications International Corp)            | SSSI (Scientific Systems & Software International Corp) |  |
| Sanborn Map Company, Inc.                                 | ST Net, Inc                                             |  |
| Satways, Inc.                                             | Star Communication, Inc                                 |  |
| Savantage Solutions, Inc.                                 | Starry Associates, Inc.                                 |  |
| SCD Information Technology, LLC                           | Systems Support Alternatives, Inc. (SSA)                |  |
| Sequencing, Inc.                                          | TC Enterprises, LLC                                     |  |
| Seven Seas Technologies, Inc. (S2 Tech)                   | TeAM, Inc. (Technology Automation & Management)         |  |
| Sidus Group, LLC                                          | Tech International Corp                                 |  |
| Sigman and Summerfield Associates, Inc.                   | Techfirst, Inc                                          |  |
| Sivic Solutions Group, LLC (SSG)                          | TechGlobal, Inc.                                        |  |
| Skyline Network Engineering, LLC                          | Technetogy LLC                                          |  |
| SLI Global Solutions, Inc                                 | Technical Specialties, Inc.                             |  |
| Smart Innovative Solutions, LLC (SIS)                     | Teksystems Inc.                                         |  |
| SNAP, Inc.                                                | Telesis Systems, Inc.                                   |  |
| Soft-Con Enterprises, Inc.                                | Telvent Farradyne Inc.                                  |  |
| Softek International Inc                                  | Tetra Tech. Inc.                                        |  |
| Software Consortium, Inc.                                 | The Sharps Solutions Inc.                               |  |
| Software Performance Systems, inc.                        | Theseus Professional Services, LLC                      |  |
| Sogeti USA LLC                                            | Thomas & Herbert Consulting, LLC                        |  |
| Solutions By Design II, LLC (SBD)                         | Three Sigma Software. Inc                               |  |
| Sona Networks, LLC                                        | Tidal Technologies Corporation                          |  |
| Spatial Systems Associates, Inc.                          | TMD Solutions Inc                                       |  |
| SRA International, Inc. (Systems Research & Applications) | TMI Solutions, Inc                                      |  |
|                                                           | Total Resource Management, Inc                          |  |
|                                                           | Total Voice & Data Solutions                            |  |
|                                                           | Tracen Technologies, Inc.                               |  |
|                                                           | Triadata Systems, Inc.                                  |  |
|                                                           | Trigyn Technologies, Inc                                |  |
|                                                           | Trilogy Technical Services, LLC                         |  |
|                                                           | TriTech Enterprise Systems, Inc.                        |  |
|                                                           | TurningPoint Global Solutions, LLC                      |  |



## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

| VENDOR | AMOUNT OF AWARD | AWARD BASIS |
|--------|-----------------|-------------|
|--------|-----------------|-------------|

Bureau of Purchases

MBE/WBE PARTICIPATION:

|                               |                               |
|-------------------------------|-------------------------------|
| Unatek, Inc.                  | Visionary Integration         |
| Unisys Corporation            | Professionals, LLC (VIP)      |
| Unitech Solutions Inc         | Vitality LLC                  |
| United Riggers, Inc.          | VIVA USA INC                  |
| Universal Adaptive Consulting | VT Aepco Inc.                 |
| Services, Inc.                | Waterfront Technologies, Inc. |
| V Group Inc                   | Waterman Engineering &        |
| Vantix, Inc. (The Pittman     | Consulting, LLC (WEC)         |
| Group)                        | Wellfleet Consulting, Inc.    |
| Veridyne, Inc.                | Wells Landers, Inc.           |
| VeriSolv Technologies, Inc.   | Winbourne & Costas, Inc       |
| Verizon Business Network      | Windsor Solutions, Inc.       |
| Services, Inc.                | Wireless Enterprises, Ltd.    |
| VersaTech, Inc.               | Wolf Contractors              |
| Vertical Technology Services, | Wood Consulting Services,     |
| LLC                           | Inc.                          |
| VICCS, INC.                   | World Wide Technology         |
| Victory Global Solutions,     | Advanced Solutions            |
| Inc.                          | Worldwide Information Network |
| Vinculum Solutions, Inc.      | Systems, Inc. (WINS)          |
| (VSI)                         | Xerox Corporation             |
| Virtual Link, LLC             | XRiver Technologies, LLC      |
| Vision Information            | York Telecom Corporation      |
| Technologies, Inc.            | Young Enterprise Systems,     |
| Vision Multimedia             | Inc.                          |
| Technologies, LLC             | Zane Networks, LLC            |
| Vision Systems & Technology,  | Zekiah Technologies, Inc.     |
| Inc. (VSTI)                   |                               |

For any release under this master blanket contract that exceeds \$50,000.00, MBE/WBE sub-contracting goals will be set in accordance with the City's MBE/WBE law and any appropriately City-certified MBE/WBE may participate. This procedure will be enforced by MWBOO, which will be placed in the CitiBuy approval path for any such release purchase order.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

MWBOO has reviewed and concurs with the Bureau of Purchases plan to ensure City-certified MBE participation on the Maryland State Department of Information Technology contract. MBE and WBE goals will be set on each individual project initiated by the City of Baltimore.

**A PROTEST WAS RECEIVED FROM FULL CIRCLE SOLUTIONS, INC. AND THE MARYLAND MINORITY CONTRACTORS ASSOCIATION, INC.**

President: "The second item on the non-routine agenda can be found on page 110 to 118 item no. 24 Consulting and Technical Services II. Will the parties please come forward? Go ahead."

Mr. Tim Krus, Acting City Purchasing Agent: "Tim Krus from the Bureau of Purchases. We're here to recommend award of a cooperative contract on the State's computer and technical services competitively bid solicitation for \$2,000,000.00, in which we will obtain quotes from vendors; 436 vendors qualified by the State of Maryland to obtain staffing and other services for computer and technical services related functions. We have worked with the Mayor's Office of Minority and Business Opportunity to include any qualified minority or women's business in the City directory as potential subcontractors on these quotes and hope that that enables us to go forward. Thank you."

## MINUTES

President: "Thank you."

Arnold Jolivet, MMCA: "Good morning, Arnold M. Jolivet, and because issued has appeared before the Board many times before. It is a simple question as to whether or not the City and this Board of Estimates can award a City contract that otherwise must be awarded pursuant to the City's competitive bidding Charter provision and the question is, can the Board award this contract by referring and piggy-backing so called on an existing State contract that was bid by the State. And I would submit to this Board uh -- it is a simple intrinsic issue of statutory construction. I have been in this City and this Board for at least 27 years, and I would submit very strongly that there is absolutely no precedent for awarding a City contract that otherwise must be competitively bid by piggy-backing or attaching it to an existing State contract that was bid by the State. Now, keep in mind, simply because a vendor gives a certain price to the State, that does not mean that that same vendor will give an identical price to the City, and I am contending here that the City perhaps by awarding this contract based on the State award, the City does not know if the City is getting the best competitive price. I think everyone would agree that it is the fundamental duty and responsibility of the Bureau of Purchases and this Board of Estimates as the awarding

## MINUTES

authority to make sure that in every instance the City gets the best price for whatever its buying, and I would submit very strongly that the City is not getting the best price here, and I know that you are going to say, 'well Arnold we're going to have minority participation in this contract' and that's fine. I'm never going to argue against minority participation but, the size and the aspect of this that this Board and perhaps the Bureau of Purchases are not seeing and not taking any consideration is the fact that there are a number of minority firms who perhaps are not on this list but would perhaps respond and bid on this job. So, my concern and the other reason I'm here today is because I know of several uh -- uh African American firms who are not on the list, but nonetheless they will not be given an opportunity to compete for this contract. But to make a long story short plain and simple I would strongly submit to this Board that the Board does not have the authority to award a contract under these circumstances. The Charter is very clear, unequivocal, that the City must award City contracts involving a City expenditure of \$50,000.00 or more pursuant to Article VI, Section 11. Very clear and unequivocal, and uh -- I don't know how the City can be mystified and confused about that. It's so clear it just boggles the mind. So, I would ask this Board very respectfully to see what we are doing here.

## MINUTES

Every week, Mr. President, I come before the Board and we are faced with essentially the same issue where the Board is awarding a contract that has not been publicly bid. It's a simple issue, it's not been publicly bid as required by Article VI, Section 11. So, again I want to ask this Board in its judgment, in its wisdom to let us stop this madness of awarding these contracts for a favorable basis without bids. It's not legal, it's not proper, it leaves a segment of our community out of the bidding process and in the long run, it stifles economic development. Because you only got a very few select companies who are getting a piece of the pie, and for the life of me, I'm again I just want to say it is not a good practice and more importantly it is a clear manifestation of violation of the Charter. Everything that this Board does should be in full conformity with the Charter provisions. We need to set an example for our young people and when the young people see that we in the City are not following the prescribed prevailing law, then that to me suggests that they too may feel that they can violate the law. We are a nation of laws and this Board should respect the law. Thank you."

Deputy City Solicitor: "I do have one question for Mr. Jolivet, actually a statement. Mr. Jolivet you understand that this contract was competitively bid nationally?"

## MINUTES

Mr. Jolivet: "Irrespective irrelevant. Totally irrelevant, so I am not going to respond to that. Totally irrelevant, totally."

President: "I will entertain a Motion. You have a question Comptroller?"

Comptroller: "Yes. Wasn't there a contract that was rejected and in 2011 and that has not been rebid?"

Mr. Krus: "I am not familiar with that contract that you are referring to Madam Comptroller."

Comptroller: "Would you like to respond to that?"

Deputy Comptroller: "It was the one that I believe the Comptroller is referring to the bid that was rejected for the Citywide Network Integration Services. It was a recommendation previously before the Board in 2011 and it came back with a rejection on bids stating that it was going to be revised and rebid for these types of services."

Comptroller: "Right, it was dated March 22, 2011. It was rejected and it says here that on October 13, 2010, the Board opened the technical proposals for the above referenced contract and on January 26, 2011, the price proposals were opened. During the evaluation it was determined that the solicitation as issued did not fully reflect the City's requirements and that accepting the bids submitted would not be in the City's best interest. This requirement will be rebid at a later date. Now

## MINUTES

this was dated March 22, 2011 and here we are what's that March -- that about 16, 17 months later and it hasn't been rebid. Do you want to take a look at that? I am just curious as to why."

Mr. Krus: "My recollection of the background of this was that we wanted to expand to a larger pool of vendors who might be able to respond more quickly to our temporary information technology services needs, and we pulled this back in order to explore ways to go to that larger pool. The State has excuse me--."

Comptroller: "It would take 17 months?"

Mr. Krus: "Given the --."

Comptroller: "My other concern is that for the company Telecommunication System there has been an award of \$33,000,000.00 in either increases or renewals without it being competitively bid and also for Digicon there has been awards in excess of \$17,000,000.00 for increases and renewals without it being competitively bid, and your, the letter states it would be rebid and I was just wondering why it would take over a year, 17 months to put an RFP together to rebid -- to rebid it. Because this is \$50,000.00 that you said you wanted to expand uh -- the field of vendors."

## MINUTES

Mr. Krus: "Well, Madam Comptroller, the other week we did bring to this Board and it was approved an extension of the TCS and Digicon agreements --."

Comptroller: "Right."

Mr. Krus: "For specific employees. This is the second part of what we are trying to accomplish with that and expanding it to a larger pool of vendors and leaving the situation in which we had only two prime contractors providing these services. As far as the 17 months are concerned that is how long it took before we found a vehicle that we thought was appropriate. The State is actually on their second version of computer and technical services. They had already released a CATS I agreement a number of years ago. This is the most recent version of that agreement, and I should point out that those vendors that bid, bid prices that they would not exceed hourly not to be exceeded and that when the submit quotes for specific work, its very well possible that the City will receive even lower rates."

President: "I will entertain a Motion."

Mayor: "Well, there are some more people to speak."

President: "Who is speaking? I thought Mr. Jolivet was speaking for him."

Mr. Jolivet: "No. No."

President: "Okay."



## MINUTES

Mr. Robinson: "Good Morning. Everybody up here knows that I have a loud voice, let me know if I am getting too loud. My name is Arthur Robinson I am the CEO of Full Circle Solutions. We are MBE with the City and I just want to say thank you to the Board for the new language that was included in today's agenda for the matter at hand. The new language includes all City MBE's and WBE's and that was one of our concerns and we just want to say thank you to the Mayor, the City Council President, the Comptroller, the Deputy Solicitor and the Director of Public Works as well as thank Sharon Pinder from the Mayor's Office of Minority Business Enterprises, uh -- Ms. Harriette Taylor, the Deputy Comptroller and Mr. Thomas Corey from the uh -- Office of Minority and Women's Business Opportunity Office. We just want to say thank you for the new language that allows the City MBE's and WBE's to participate in this contract. Thank you very much to the Board and all those people that I mentioned."

President: "Thank you. Madam Mayor."

Mayor: "And I also want to thank the Bureau of Purchases and Sharon Pinder my in MBE Office for resolving the issues that were brought to our attention with this contract in a way that supports and promotes our local MBE's, so thank you very much."

President: "I will entertain a Motion."

## MINUTES

Deputy City Solicitor: "Yes move, I would MOVE to approve the item as submitted by the Bureau of Purchases on page 110 and 118 of the agenda."

Director of Public Works: "Second."

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

Comptroller: "Nay. I **OPPOSE**."

President: "Please note the Comptroller --."

Comptroller: "Lack of rebidding."

President: " -- Opposes. The Motion carries."

\* \* \* \* \*

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions. The President **ABSTAINED** on item nos. 9, 12, and 24. The Comptroller **ABSTAINED** on item no. 10 and item no. 24 (EA Engineering, Science and Technology only), the Comptroller voted **NO** on item no. 24.



10 North Calvert Street, Suite 112  
Baltimore Maryland 21202  
Phone (410) 659-9983  
Fax (410) 837-0525

June 18, 2012

Board of Estimates c/o  
Clerk of the Board of Estimates  
Room 204, City Hall  
100 N. Holliday Street  
Baltimore, Maryland 21202

Dear Members of the Board of Estimates:

I am filing this protest of item 15 on page 68 of the Board of Estimates Agenda for Wednesday 6/20/12 (Cooperative Contract). This item outlines the Cooperative Contract the City of Baltimore will have with the State of Maryland. It is my understanding from conversations with the Bureau of Purchases that this contract will be the means by which the City and the Mayor's Office of Information Technology (MOIT) will purchase certain Information Technology (IT) Consulting and Technical services from the Maryland CATS II contract.

Full Circle Solutions, Inc. has provided the City and MOIT IT Consulting and Technical services for the past 15 years as both a prime and sub-contractor. We are currently providing these services as a sub-contractor on the current City Wide Services Contract (BP-05136). We have been a sub-contractor on this current contract since 2006. During this time we have proven ourselves to be both reliable and innovative in serving the needs of the City.

We are and have been a certified City of Baltimore MBE since 1997 and a certified State of Maryland MBE since 1999.

Our concern is that although we have been doing a great job and providing these services for the City and MOIT for the past 15 years we will be excluded from the population of vendors by this Cooperative Contract and will not be allowed to bid on certain opportunities in the City and MOIT going forward. This will include work that we are currently doing and have done since 2006.

The City and MOIT represent a significant portion of our overall business (approximately 55%) and not being able to bid for these opportunities would have an extremely negative impact on our business and ongoing viability.

We are requesting that the City of Baltimore include Full Circle Solutions, Inc. in the population of vendors and allow us "the opportunity to bid on individual requirements on the same basis as all other vendors for IT services or large consulting requirements" under the Cooperative Contract the City of Baltimore will have with the State of Maryland.

Thank you for your time and attention to this matter. If you have any questions I can be reached at (443) 463-5787.

Sincerely

A handwritten signature in blue ink, appearing to read "Arthur C. Robinson", with a stylized flourish at the end.

Arthur C. Robinson, CEO  
Full Circle Solutions, Inc.

**MMCA- Maryland Minority Contractors Association, Inc.**  
**A Chapter of the American Minority Contractors and Businesses Association, Inc.-AMCBA**  
**Baltimore, Maryland 21210**  
**443-413-3011 Phone**  
**410-323-0932 Fax**

June 19, 2012

**VIA Facsimile 410-685-4416**

**The Honorable President and Members**  
**Baltimore City Board of Estimates**  
**City Hall-Room 204**  
**Baltimore, MD 21202**  
**ATTN: Ms. Bernice Taylor, Clerk to the Board**

**Dear Mr. President:**

**I represent the Maryland Minority Contractors Association, Inc. ("MMCA"), its members, clients and constituents. I wish to formally protest the following identified proposed contract awards contained in Your Honorable Board's 6/20/2012 Agenda:**

- 1. The agenda item on page 18 - a request from the Department of Recreation and Parks for Your Honorable Board "to ratify services and approve an expenditure of funds to pay the State of Maryland department of Public Safety and Correctional Services (DPSCS)."**
- 2. Agenda item on page 19 - a request from the City's Department of recreation and Parks for Your Honorable Board to approve and authorize execution of an agreement with the State of Maryland Department of Safety and Correctional Service to provide for prisoners' labor details to assist with park maintenance, to also include litter pick-up, landscaping, and building and ground maintenance.**
- 3. Agenda Item No. 15, on pages 68 thru 77, a proposed \$2,000,000.00 for certain consulting and technical services IT (CATSIT), with various vendors-under a State of Maryland "cooperative contract" arrangement pursuant to Maryland State contract (DOIT)-Solicitation No. 060B9800035.**

**The basic issues stated, in each individual protested agenda item, are whether the various requested actions ,by and from Your Honorable Board, violate the City's "mandatory competitive bidding charter provision, contained in Article VI, Section 11 et seq., of the City's governing Charter (1998 edition, as amended).**



The protestant MMCA and its members, clients and constituents will be harmed by the proposed Board of estimates' actions, insofar as they will be denied any opportunity to compete for these contracts, both as a prime bidder, and as a sub-bidder, since there are no M/WBE goals on the first two proposed contracts from the Department of Recreation and Parks.

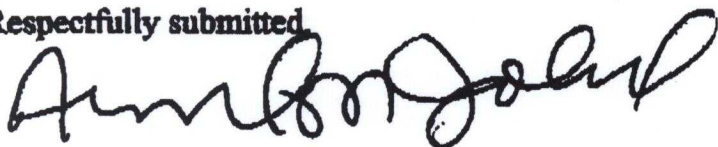
The City's Department of Recreation and Parks' request to Your Honorable Board to utilize prisoner labor details to assist with park maintenance, which will include litter pick-up, landscaping, building and ground upkeep, is extremely unprecedented and quite disturbing. Plain and simple, the City, clearly and undisputedly, lacks the legal authority to employ these prisoners to perform this "public works" related work through a non-competitive agreement with the State of Department of Public Safety and Correctional Services. (DPSCS).

This contract must be put out for competitive bids as specifically provided for and indeed, required by the City's competitive bidding charter provision, Article V, Section 11 et seq.

### CONCLUSION

Accordingly, for the above stated reasons, protestant MMCA respectfully requests that Your Honorable Board reject the various requests from City contracting agencies to approve the aforementioned proposed non-competitive contract awards.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Arnold M. Jolivet", written in a cursive style.

Arnold M. Jolivet  
Managing Director

## MINUTES

President: "The Board is in recess until twelve o'clock noon  
for the receiving and opening 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 addenda extending the dates for receipt and opening of bids on the following contracts\*. There were no objections.

- |                                                    |                                                                                                                                                        |
|----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. <u>Bureau of Purchases</u>                      | - B50002465, Water Meter<br>Expansion Connectors<br><b>BIDS TO BE RECV'D: 07/18/2012</b><br><b><u>BIDS TO BE OPENED: 07/18/2012</u></b>                |
| 2. <u>Bureau of Purchases</u>                      | - B50002330, Marketing Partner-<br>ship Program<br><b>BIDS TO BE RECV'D: 07/25/2012</b><br><b><u>BIDS TO BE OPENED: 07/25/2012</u></b>                 |
| 3. <u>Department of Recreation<br/>&amp; Parks</u> | - RP 11820, Carroll Park Field<br>of Recreation and Parks House<br><b>BIDS TO BE RECV'D: 07/25/2012</b><br><b><u>BIDS TO BE OPENED: 07/25/2012</u></b> |

## MINUTES

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

1. Bureau of Water & Wastewater - WC 1224, Carver Vo-Tech  
Water and Wastewater High  
School Area Water Main  
Replacements

---

  
Monumental Paving and  
Excavating, Inc.  
Spiniello  
Civil Construction, LLC
2. Department of Transportation - TR 10311 Historic  
Preservation and Traffic  
Improvements along Liberty  
Heights Avenue in Druid Hill  
Park

---

  
Allied Contractors, Inc.  
P. Flanigan & Sons, Inc.  
Civil Construction, LLC  
Henry H. Lewis Contractors, LLC  
d/b/a Lewis Contractors
3. Bureau of Purchases - B50002449, ¾ Ton Pickup  
Trucks with a Sweeper Body

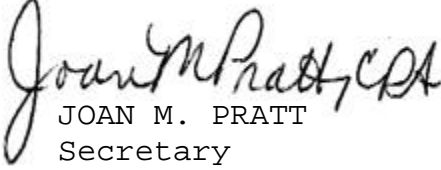
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Maryland Industrial Trucks, Inc.  
Mid-Atlantic Waste Systems - NO BID



## MINUTES

There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, July 18, 2012.



JOAN M. PRATT  
Secretary