

**MINUTES****REGULAR MEETING**

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

The meeting was called to order by the President.

**ANNOUNCEMENT**

CLERK: "I'd like to also announce that the Board of Estimates will be in recess on December 29, 2010 and January 5, 2011. The Board of Estimates will not receive or open bids on December 29, 2010 and January 5, 2011. The Board of Estimates will reconvene on January 12, 2011.

**BOARDS AND COMMISSIONS**1. 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:

Avaya, Inc.	\$5,931,000,000.00
Eastwood Painting & Contracting, Inc.	\$ 1,260,000.00
The Lane Construction and Subsidiaries	\$ 887,607,000.00
Moisture Proof & Masonry, Inc.	\$ 1,500,000.00

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

MWH Constructors, Inc. and Subsidiaries	\$	259,767,000.00
Nichols Contracting, Inc.	\$	8,000,000.00
Simon Development & Construction Corp.	\$	4,824,000.00
Super Excavators, Inc.	\$	155,970,000.00

2. Prequalification of Architects and Engineers

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

Architectural Design Group	Architect
Aria Environmental, Inc.	Engineer
Brown and Caldwell	Architect Engineer Survey
Chester Engineers, Inc.	Architect Engineer Survey
E2CR, Inc.	Engineer
Hazen and Sawyer, P.C.	Architect Engineer
Richter Cornbrooks Gribble Architects	Architect
Floura Teeter Landscape Architects, Inc.	Landscape Architect

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

**MINUTES**

Department of Real Estate - Agreement of Sale and  
License Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement of sale with the Omega Enterprises, LLC, purchaser, for the property known as 4900 Boston Street, consisting of approximately 26,658 square feet, located on the northeast corner of Boston and Ponca Streets. The Board is also requested to approve and authorize execution of a license agreement for a parcel of land adjoining the property which is part of the Boston Street right-of-way. The period of the license agreement is effective upon Board approval for 40 years.

**AMOUNT OF MONEY AND SOURCE:**

\$160,000.00 - Purchase Price  
\$ 300.00 - License Fee, annually

**BACKGROUND/EXPLANTION:**

In response to an unsolicited offer for the property, on December 8, 2002 the Department of Real Estate issued a public notice giving any interested parties 30 days to submit their proposal. At the end of the 30 day period no other proposals were received. On February 21, 2003 a right-of-entry and exclusive negotiating privilege agreement was executed.

During the Planning Commission's review on May 22, 2003, it was determined that this site might be needed for public use and that the property should not be considered for sale until the Department of Transportation completed its study. A lease agreement between the City and the Purchaser was approved by the Board on December 21, 2005, for a twenty year term.

The Department of Transportation confirmed on July 13, 2009 that the property was no longer needed for public purpose and that the City could proceed with the sale, provided that a 20 foot right-of-way is reserved for City use.

**MINUTES**

Department of Real Estate - cont'd

**STATEMENT OF PURPOSE AND RATIONALE FOR SALE OF PROPERTIES AT  
LESS THAN THE APPRAISED VALUE:**

The fair market appraised value for this vacant, unimproved lot is \$173,000.00. In considering the purchasers significant improvements which included paving and installation of a wrought iron and concrete fence to the property and constant maintenance and upkeep of the lot, along with 20 foot right-of-way on the property, the City negotiated a purchase price of \$160,000.00. The intent of this transaction is to ensure that this vacant lot gets removed from the City's inventory and returned to the tax rolls.

**(FILE NO. 56257)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement of sale with Omega Enterprises, LLC, purchaser, for the property known as 4900 Boston Street, consisting of approximately 26,658 square feet, located on the northeast corner of Boston and Ponca Streets. The Board also approved and authorized execution of the license agreement for a parcel of land adjoining the property which is part of the Boston Street right-of-way.

**MINUTES**

Department of Real Estate - Deed

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a deed with the State of Maryland for the use of the Maryland Port Administration (MPA), for the closing and conveyance of a portion of Newgate Avenue and Vail Street which are located within the Seagirt Marine Terminal (Terminal) and the sale of former beds of a portion of Newgate Avenue and Vail Street.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANTION:**

On October 6, 2010, the City entered into an exchange agreement with the Maryland Transportation Authority (MDTA) and Canton Development Co. (Canton), for the closing of a portion of Newgate Avenue and Vail Street. The MPA entered into a lease agreement in 2009 with Ports America (PA) to operate the Terminal. As one of the requirements of the lease, the MPA is required to close two streets located within the terminal by January 2011. Failure to do so would be considered a default by MPA under their lease.

The two streets are Newgate Avenue and Vail Street which have been paved over and are part of the parking facilities located within the Terminal which is a secured facility. The two streets have not been opened to the public since 1990.

In the late 1980's the State built at its expense a new road/elevated rampway connecting Newgate Avenue to Broening Highway (New Vail Street). The City agreed at the request of the MPA to close the two streets and transfer them to the MPA for no monetary consideration. The consideration for the transfer is that the MDTA and Canton will provide an easement to the City for the continued public use of New Vail Street, as well as maintain New Vail Street.

**MINUTES**Department of Real Estate - cont'd

On October 6, 2010, the Board of Estimates approved the waiver of the purchase price of \$100,000.00 for the portions of Newgate Avenue and Vail Street. The City will convey the two streets, in consideration of the easements granted by Canton and MDTA.

The lease with the PA is an important factor in the economic viability of the Port which is important to the City.

The street closing process is intricate and involves public notice and other procedures before the deed can be prepared for submission to the Board for approval. This deed was recently submitted by the Department of General Services to the Law Department for approval.

**(FILE NO. 56664)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the deed with the State of Maryland for the use of the Maryland Port Administration (MPA), for the closing and conveyance of a portion of Newgate Avenue and Vail Street which are located within the Seagirt Marine Terminal (Terminal) and the sale of former beds of a portion of Newgate Avenue and Vail Street.

**MINUTES**

Department of Real Estate - Renewal of Wharfage  
License Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the first renewal option of the wharfage license agreement with Urban Pirates, LLC, licensee, for the purpose of a 60 linear foot of docking privileges at the West Side of S. Ann Street Pier in Fells Point.

**AMOUNT OF MONEY AND SOURCE:**

The license will be as follows:

Per month:

\$ 1,653.75 - April 1, 2011 to October 31, 2011  
\$ 1,736.44 - April 1, 2012 to October 31, 2013  
\$ 1,823.26 - April 1, 2013 to October 31, 2013

An additional amount per day will be charged for use of the S. Ann Street Pier during the off-season (November 1<sup>st</sup> to March 31<sup>st</sup> of each year).

Per day:

\$ 90.30 - November 1, 2011 to March 31, 2012  
\$ 94.82 - November 1, 2012 to March 31, 2013  
\$ 99.56 - November 1, 2013 to December 31, 2013

**BACKGROUND/EXPLANTION:**

On April 16, 2008, the Board approved a wharfage license agreement with Urban Pirates, LLC for the use of 60 linear feet on the west side of S. Ann Street Pier for docking privileges. The initial term of the agreement is through December 31, 2010, with the option to renew for an additional three year period. Urban Pirates, LLC, has exercised its renewal option, commencing January 1, 2011 and terminating December 31, 2013. The annual license will be as stated above.

**MINUTES**Real Estate - cont'd

The licensee has provided licensor with proof of Coast Guard certification, proof of commercial off-site pumping waste arrangements, and insurance. All other conditions and provisions of the wharfage license agreement dated April 16, 2008 will remain in full force and effect.

**(FILE NO. 56592)**

UPON MOTION duly made and seconded, the Board approved the first renewal option of the wharfage license agreement with Urban Pirates, LLC, licensee, for the purpose of a 60 linear foot of docking privileges at the West Side of S. Ann Street Pier in Fells Point.

**MINUTES**

Department of Recreation - Management Agreement  
and Parks

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a management agreement with Hale Properties, LLC. The period of the agreement is effective upon Board approval for thirteen months, unless terminated sooner.

**AMOUNT OF MONEY AND SOURCE:**

\$195,000.00 - 6000-680511-4792-370100-603026

**BACKGROUND/EXPLANATION:**

On November 15, 2006, the Board approved an agreement between the Department of Recreation and Parks and Hale Properties, LLC for the management and operation of the Clarence "Du" Burns Indoor Soccer Arena.

The agreement, which expired on November 14, 2009, was not renewed due to budgetary constraints. Therefore, the Department negotiated this interim management agreement with Hale Properties, LLC to allow time for the preparation of a new RFP for the management of the facility and to award a new contract.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**(FILE NO. 54799)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the management agreement with Hale Properties, LLC.

**MINUTES**

Department of Recreation - Expenditure of Funds  
and Parks

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay Hale Properties, LLC (Hale).

**AMOUNT OF MONEY AND SOURCE:**

\$ 180,578.68 (Shared facility income owed to City, 1/09 - 5/10)  
 - 13,354.00 (Insurance reimbursement 2010)  
 - 29,256.40 (Utility Cost Reimbursement)  
 - 171,995.67 (Management fees 12/09 - 6/10, 7 mo. @ \$24,570.81  
 per mo.)

**\$ 34,027.39** - 1001-000000-4790-370100-603026

**BACKGROUND/EXPLANATION:**

This expenditure of funds is for expenses incurred by the Department of Recreation and Parks for the management and operation of the Clarence "Du" Burns Indoor Soccer Arena.

The expenditure is calculated on the difference between payment due the City (shared facility income from Hale), the management fee, utility costs in excess of a base rate, and insurance reimbursement owed by the City to Hale.

On November 15, 2006, the Board approved the agreement with Hale for the management and operation of the Clarence "Du" Burns Indoor Soccer Arena. This agreement expired on November 14, 2009.

This expenditure represents the true-up of expenses to Hale for the final year of the original agreement and the payment for services rendered from the end date of November 2009 through June 2010.

**MINUTES**

Recreation and Parks - cont'd

This request is late because of delays in the administrative review process.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**(FILE NO. 54799)**

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay Hale Properties, LLC.

**MINUTES**

Department of Recreation and Parks - Right-of-Entry Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a right-of-entry agreement with the Mount Royal Improvement Association (Association). The period of the agreement is effective upon Board approval for 6 months.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Association is an organization that is committed to the beautification and promotion of the Bolton Hill community and its natural assets.

The Association has received a grant from the Parks and People Foundation to perform certain improvements in Arnold Sumpter Park (Park), which is located at 240 Laurens Street. This agreement will grant right-of-entry to the Association and its contractor to install fencing around four tree wells and two planting beds in the Park.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the right-of-entry agreement with the Mount Royal Improvement Association. The Mayor **ABSTAINED**.

**MINUTES**

Department of                    - Grant Agreement  
Recreation and Parks

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from the Family League of Baltimore City (FLBC). The period of the grant award is July 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$50,000.00 - 6000-678411-4803-116849-600000

**BACKGROUND/EXPLANATION:**

The Department has received a grant from the FLBC for the FY'11, Out of School Time grant award. The funds will be used to support the Performing Arts Program at Cahill Recreation Center. Activities funded by the grant will include theatre arts, a stage production, field trips and academic instruction for program participants.

The request is late due to a delay in the administrative process.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved acceptance of the grant award from the Family League of Baltimore City.

**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 - Condemnations</u>			
1. Graymar Ray, LLC	929 N. Castle St.	L/H	\$ 8,400.00
2. Graymar Ray, LLC	931 N. Castle St.	L/H	\$ 8,400.00
3. 4 <sup>th</sup> Baltimore Acqui- sition, LLC	915 N. Castle Street	L/H	\$ 8,400.00

Funds are available in State funds, Account No. 9910-906416-9588-900000-704040, EBDI Project, Phase 2.

Dept. of Housing and Community Development - Options

4. Jeanette Gladden and Gregory W. Gladden	1729 E. Preston St.	L/H	\$ 31,650.00
5. Jeanette Gladden and Loretta Barnes	1717 E. Preston St.	L/H	\$ 19,650.00
6. Mount Pleasant Baptist Church k/n/a Mount Pleasant Church and Ministries	1751 E. Preston St.	F/S	\$ 60,000.00

Funds are available in State funds, Account No. 9910-906416-9588-900000-704040, EBDI Project, Phase 2.

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

**(FILE NO. 56017)**

**MINUTES****OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Rescission and Approval</u> <u>Payment of Settlement</u>			
7. David Kuperhand (previous owner)	2024 Ashland Ave.	F/S	\$ 5,000.00

Funds are available in State funds, Account No. 9910-906416-9588-900000-704040, EBDI Project Phase 2 Project.

On December 8, 2010, the Board approved this settlement. However, the Department mistakenly noted the interest in the property as the "leasehold" interest instead of the fee simple interest.

The details of the settlement are restated as: On March 24, 2010, the City filed a quick-take condemnation suit to acquire the fee simple interest in 2024 Ashland Avenue; Baltimore, Maryland. An Order of Possession was signed on April 14, 2010. The property was initially valued at \$24,000.00. An updated valuation revealed a value of \$21,000.00. The State Department of Assessment and Taxation assessed the property for \$70,000.00. The parties agreed to settle the case for \$29,000.00.

The Department apologizes for the clerical error, which was made in its previous submittal, and any inconvenience this error may have caused.

**(FILE NO. 56017)**

UPON MOTION duly made and seconded, the Board approved the foregoing options, condemnations, rescission and approval and payment of settlement.



**MINUTES**Enoch Pratt Free Library - TRANSFER OF LIFE-TO-DATE  
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, Christina Durner.

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>
Edith Wiley	5
Gordon Krabbe	5
Katherine Durner	5
Kathy Shelly	5
Kennard Hopkins	5
Shirley Harley	<u>5</u>
<b>TOTAL</b>	<b>30</b>

**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, Christina Durner.

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

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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:

4508 - 4509

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 No. 5.

**MINUTES**

**EXTRA WORK ORDERS**

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

Department of Transportation

1. EWO #015, \$30,500.00 - TR 08033, Conduit System Repairs at Various Locations Citywide (JOC)
 

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\$2,237,275.00	\$2,872,965.52	Allied Contractors, -	-	-
		Inc.		
  
2. EWO #001, \$36,334.03 - TR 08056, Park Heights and Southeast Baltimore Bike Routes
 

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\$376,614.90	\$	Monumental Paving	90	-
		& Excavating,		
		Inc.		
  
3. EWO #049, \$125,000.00 - TR 04308R, Charles Street Resurfacing & Streetscape from Madison Street to North Avenue
 

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\$9,095,012.75	\$3,192,143.47	Civil Construction, -	-	-
		LLC		

4. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$110,000.00	9950-902510-9507	
Federal	Constr. Res.	
	Bowleys Lane	
	Resurf.	
27,500.00	9950-903171-9328	
MVR	Constr. Res.	
	St. Paul Plaza	
<hr/>		
<b>\$137,500.00</b>	-----	9950-904147-9527-2
		Contingencies
		Charles St. Resurfacing
		and Streetscape Madison
		Street to North Avenue

This transfer will cover the costs associated with Change Order No. 49 on Contract No. TR 04308R to Civil Construction, LLC.

**MINUTES****EXTRA WORK ORDERS**

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

Bureau of Water and Wastewater

5. EWO #009, \$28,160.00 - S.W.C. 7758, Drainage Repairs and Improvements at Various Locations

\$1,066,490.00	\$702,789.28	Allied Contrac-	0	99
		tors, Inc.		

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a grant award agreement with the United States Department of Labor, Employment and Training Administration. The period the grant award is October 1, 2010 through September 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$400,000.00 - 4000-803011-6331-456000-404001  
(Not to exceed)

**BACKGROUND/EXPLANATION:**

The grant will fund the City's efforts to build a continuous pipeline of qualified and skilled workers capable of filling the varied employment opportunities coming to Maryland through the Pentagon's Base Realignment and Closure process. MOED will provide area participants with exposure to and training for careers in high growth industries with an understanding of the requirements associated with the federal security clearance process.

The grant award agreement is being presented at this time because it was just received from the grantor.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant award agreement with the United States Department of Labor, Employment and Training Administration.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of a grant award from The Family League of Baltimore City. The period of the grant award agreement is September 1, 2010 through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$80,000.00 - 4000-809111-6331-466705-603051  
(Not to exceed)

**BACKGROUND/EXPLANATION:**

The grant will provide funds for professional services. Funds will be used to offer a program that will provide paid after-school work experience for 20 high school students. This program will boost the participants attendance record and will teach life and employability skills.

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

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved acceptance of a grant award from The Family League of Baltimore City.

**MINUTES**Police Department - Grant Award Agreements and an  
Amendment to Grant Award Agreement

The Board is requested to approve and authorize execution of the various grant award agreements and an amendment to grant agreement.

GRANT AWARD AGREEMENTS

1. **MARYLAND EMERGENCY MANAGEMENT AGENCY (MEMA)** **\$317,419.00**

Account: 4000-478511-2011-695300-600000

The Department received funds for its 2010 Metropolitan Medical Response System Program. The program enhances local medical incident management's ability to coordinate and respond to a mass casualty event during the crucial first hours, until significant external resources arrive and become operational. Eligible activities include planning, training, exercises, equipment, and personnel. The period of the grant agreement is August 1, 2010 through April 30, 2013.

2. **UNITED STATES DEPARTMENT OF JUSTICE, OFFICE OF JUSTICE PROGRAMS** **\$200,000.00**

Account: 4000-409111-2252-690500-600000

The grant is for the FY 2010 "Baltimore City Juvenile Screening and Diversion Program". The United States Department of Justice, Office of Justice Programs will reduce juvenile recidivism by offering diversion services for youth ages 8 - 17 arrested for nonviolent offenses in Baltimore City. The period of the grant award agreement is October 1, 2010 through September 30, 2012.

The grant agreement is late because it was recently received from the grantor.

**MINUTES**Police Department - cont'd

3. **GOVERNOR'S OFFICE OF CRIME** **\$ 58,500.00**  
**CONTROL AND PREVENTION**

Account: 4000-478811-5750-209300-600000

The funds will be used for Department's 'Crime Camera Expansion' Program. The Program provides CCTV technology in Baltimore and uses crime analysis to direct camera monitoring services. The period of the grant agreement is January 1, 2011 through December 31, 2011.

4. **GOVERNOR'S OFFICE OF CRIME** **\$119,600.00**  
**CONTROL AND PREVENTION**

Account: 4000-478611-5750-209300-600000

The Department received funds for its Crime Analysis Expansion-LETR Program. The funds will support two crime analyst positions. The Crime Analysts assist sworn officers in gathering intelligence information to enhance prevention of violent crimes. The period of the grant agreement is January 1, 2011 through December 31, 2011.



**MINUTES**

Police Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay Baltimore City Community College.

**AMOUNT OF MONEY AND SOURCE:**

\$30,044.15 - 1001-000000-2000-195700-603020

**BACKGROUND/EXPLANTION:**

The payment is for tuition and books for police cadets who attended during the A091 - Spring 2009 semester.

Police cadets are required to take college courses and pass them with no less than a "C" in each class as a condition of their employment with the Police Department. The program is part of the required police academy training.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay Baltimore City Community College.

**MINUTES**Health Department - Ratification of Expenditure of Funds**ACTION REQUESTED OF B/E:**

The Board is requested to approve a ratification of an expenditure of funds to pay Light Health and Wellness Comprehensive Services, Inc. (LHWCS).

**AMOUNT OF MONEY AND SOURCE:**

\$6,000.00 - 4000-425610-3040-278108-603051

**BACKGROUND/EXPLANATION:**

On May 11, 2009, the LHWCS was notified by the Department of Health and Mental Hygiene of an award in the amount of \$87,000.00 in Ryan White Part D funds for psychosocial support and child care services for the period July 1, 2009 through June 30, 2010.

On January 15, 2010, the LHWCS was notified of a supplemental award of \$6,000.00 for State Fiscal Year 2010 for Ryan White Part D Emergency Assistance. These funds were to be obligated by June 30, and spent by September 30, 2010.

On March 31, 2010, the Board approved an agreement, in the amount of \$64,500.00, with the LHWCS for Ryan White Part D - Child Care Services for the period June 1, 2009 through June 30, 2010.

The supplemental budget for \$6,000.00 was received too late to amend the agreement.

**MINUTES**

Health Department - cont'd

This ratification of an expenditure of funds will allow the Department to pay LHWCS for additional services rendered.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the ratification of an expenditure of funds to pay Light Health and Wellness Comprehensive Services, Inc.

**MINUTES**

Health Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay Baltimore Health Care Access, Inc. (BHCA).

**AMOUNT OF MONEY AND SOURCE:**

\$54,356.73 - 1001-000000-3252-316200-603051

**BACKGROUND/EXPLANATION:**

This expenditure of funds will pay the BHCA for relocation expenses incurred related to the Commission on Aging and Retirement Education (CARE) merger.

Pursuant to the decision by the Mayor and City Council of Baltimore City to merge CARE with the Baltimore City Health Department and the BHCA, and in compliance with the City's procurement policies, the Department requests approval from the Board to pay the BHCA \$54,356.73 in documented expenses in the relocation of personnel, furniture, and equipment from CARE's former administrative center to the BHCA's current administrative center on behalf of the City.

This request is late because the invoices were recently received.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay Baltimore Health Care Access, Inc.

**MINUTES**Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2010 through December 31, 2011, unless otherwise indicated.

1. **THE JOHNS HOPKINS UNIVERSITY, BLOOMBERG SCHOOL OF PUBLIC HEALTH** **\$244,549.00**

Account: 4000-424811-3041-606000-603051

The Johns Hopkins University Bloomberg School of Public Health, Department of Health, Behavior and Society will provide pre-implementation task and on-going project communications and dissemination activities as part of the National HIV Behavioral Surveillance sub-contract partnership with the Maryland Department of Health and Mental Hygiene AIDS Administration. The period of the agreement is July 1, 2010 through December 31, 2010.

The agreement is late because funds were awarded late in the grant year.

**MWBOO GRANTED A WAIVER.**

2. **TRAINING RESOURCES NETWORK, INC.** **\$ 46,320.00**

Account: 4000-427911-3042-274403-603051

The organization will work in conjunction with the Baltimore City Health Department Clinical Quality Management staff to effectively manage and implement an Eligible Metropolitan Area (EMA) wide clinical quality management program. The program will enhance the development, delivery and availability of HIV services throughout the EMA. The period of the agreement is March 1, 2010 through February 28, 2011.

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

**MWBOO GRANTED A WAIVER.**

## MINUTES

Health Dept. - cont'd

3. **THE FAMILY LEAGUE OF BALTIMORE CITY, INC. (FLBC)** **\$ 90,000.00**

Accounts: 6000-625211-3080-289400-603051 \$ 45,000.00  
 6000-625211-3080-289400-603051 \$ 45,000.00

Under this agreement the funds will be used to support the Carrera Young Executives and Mi Espacio Programs After-School Programs. The programs were developed by Dr. Michael Carrera.

The Carrera Young Executives After-School Program is a replication of the pregnancy prevention program models for girls and boys serving a majority of African American youth.

The MI Espacio After-School Program is modeled after the Children's Aid Society pregnancy prevention approach serving a majority of Hispanic youth. The period of the agreement is July 1, 2010 through June 30, 2011.

The agreement is late because it was prepared by the FLBC and was recently finalized.

4. **BALTIMORE MEDICAL SYSTEM, INC.** **\$ 20,000.00**

Account: 1001-000000-3041-274400-603051

The organization will work with the Health Department to provide culturally and linguistically competent information and education services on tobacco use prevention and cessation to 800 Hispanic adults in a community setting. The period of the agreement is September 15, 2010 through June 30, 2011.

The agreement is late because budget revisions delayed processing the request earlier.

## MINUTES

Health Dept. - cont'd

5. **CHASE BREXTON HEALTH SERVICES, INC.** **\$ 48,526.00**

Account: 4000-424511-3023-274433-603051

The organization will provide HIV Non-Medical Case Management Transitional services for the Ryan White Part B Program and link HIV+ individuals who were incarcerated to healthcare upon release. The goal is to link 97 unduplicated recently released inmates per year to medical care with 45 of them being new to the agency. The period of the agreement is July 1, 2010 through June 30, 2011.

The agreement is being presented at this time because the State AIDS Administration programmatically manages Ryan White Part B services. The Department is responsible for processing contracts after receipt of an approved budget and scope of services and making payments to the provider after the State selects the provider through the Request for Proposal process.

**MWBOO GRANTED A WAIVER.**

6. **ASSOCIATED BLACK CHARITIES, INC.** **\$1,752,463.00**  
**(ABC)**

Accounts: 4000-427911-3042-274401-603051	\$ 97,359.00
4000-427911-3042-274402-603051	\$1,655,104.00

The ABC will serve as the fiscal agent for the Minority AIDS Initiative under the Ryan White Treatment Extension Act of 2009. The ABC will provide day-to-day fiscal administration, contracting and monitoring of provider expenditures to ensure reasonableness of reimbursements requested and compliance to contractual fiscal requirements. The period of the agreement is March 1, 2010 through February 28, 2011.

**MINUTES**

Health Dept. - cont'd

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

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing grant award agreements and the amendment to grant agreement. The President **ABSTAINED** on Item No. 1. The Comptroller **ABSTAINED** on Item No. 6.

**MINUTES**Health Department - TRANSFER OF LIFE-TO-DATE  
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, Jawahar Mehta.

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>
Selvakumar Paul	1
Michelle Wilson-Mayzek	2
Deatrice Parks	2
Leslie Thompson	2
Berhanu Wurseno	2
Patricia McCord	2
Sharmila KC	3
Edith P. Horsey	3
Paul N. Jackson	3
Elouise Mayne	5
Francine Childs	<u>5</u>
<b>TOTAL</b>	<b>30</b>

**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, Jawahar Mehta.

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

4525 - 4526

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

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

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation (BDC)</u>			
1.	\$ 450.00	9910-902483-9600	9910-902879-9601
	21 <sup>st</sup> EDF	South Industrial & Coml. Dev.	Commercial Rev.

On December 15, 2010, the Board approved the Option Agreement with Mr. Jay Dackman with respect to the acquisition of the ground rent at 767 Washington Boulevard. This transfer will provide funds to cover the cost of the Option Agreement.

Department of Housing and Community Development (DHCD)

2.	\$ 120,100.64	9910-902981-9587	9910-906728-9588
	28 <sup>th</sup> CDB	Acquisition/ Relocation Fund Reserve	Uplands - New Psalmist

This transfer will provide funds to assemble parcels required to implement the Uplands Master Plan and will allow the City to meet the funding commitment of the sales contract between the Mayor and City Council and the New Psalmist Baptist Church (NPBC). The City structured a deal, which included the rights to purchase the title and interest of the Church properties in exchange for two parcels at the Seton Business Park and \$14,150,000.00 to be paid in installments to a joint escrow account completing

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

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>DHCD</u> - cont'd		
<p>the sale in 2010. The City took title to the Grundy Glass and Wickman properties in 2006 while the Church took possession of the Seton Business Park Parcels. It was agreed that once construction of the new NPBC church facilities were completed that the City would take possession of the NPBC church site located at Old Frederick. Closing was scheduled for October 22, 2010.</p>		
<u>Department of Planning</u>		
3. <b>\$ 300,000.00</b>	9904-906785-9129	9904-905785-9127
4 <sup>th</sup> Meyerhoff	Meyerhoff Symphony	Meyerhoff Symphony
Symphony Hall	Hall - Reserve	Hall - Active
Loan		

This transfer will provide funds to the Meyerhoff Symphony Hall for repairs to the roof and replace a portion of the façade at 1212 Cathedral Street. These repairs will restore the building's weather tight integrity and preserve the Symphony Hall for future generations, and reflect a positive image of the Orchestra and of the City.

**MINUTES**

Department of Transportation - Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a memorandum of understanding (MOU) with the Maryland Department of Transportation, State Highway Administration.

**AMOUNT OF MONEY AND SOURCE:**

\$70,500.00 - 9950-901838-9514-000000-490360

**BACKGROUND/EXPLANTION:**

The purpose of the MOU is to provide funding for the Community-Based Historic Research along the US 40 Corridor. There is a desire to identify, document, and publicize the historic resources of historic neighborhoods along the Red Line Corridor in West Baltimore through a range of print and digital interpretive materials and advance neighborhood revitalization through the documentation and preservation of historic homes, landmarks, and public space. The printed materials, website, and database will be owned and maintained by the City.

**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 execution of the memorandum of understanding with the Maryland Department of Transportation, State Highway Administration.

**MINUTES**

Department of Transportation - On-Call Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 13 to Rummel, Klepper & Kahl, LLP under Project No. 1074, On-Call Consultant Services Rehabilitation, and/or Reconstruction.

**AMOUNT OF MONEY AND SOURCE:**

\$237,655.10 - 9950-904402-9508-900020-703032

**BACKGROUND/EXPLANATION:**

Under this task, the consultant will perform engineering services in connection with extending Eaton Street from Toon Street to O'Donnell Street, which will provide continuous access to the Brewers Hill development from Boston Street to O'Donnell Street.

**MWBOO SET GOALS OF 21% FOR MBE AND 7% FOR WBE.**

**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>
\$237,655.10	9950-908402-9509	9950-904402-9508-3
MVR	Constr. Res. Boston Street Viaduct	Design & Studies Boston/O'Donnell Connector Road Phase I

This transfer will fund the costs associated with the award of Task No. 13 on Project No. 1074 to Rummel, Klepper & Kahl, LLP for the engineering design services in connection with extending Eaton Street from Toon Street to O'Donnell Street to provide continuous access to the Brewers Hill development from Boston Street to O'Donnell Street.

**MINUTES**

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the assignment of Task No. 13 to Rummel, Klepper & Kahl, LLP under Project No. 1074, On-Call Consultant Services Rehabilitation, and/or Reconstruction.

**MINUTES**

Department of Transportation - On-Call Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 2 to KCI/STV Joint Venture under Project No. 1136, On-Call Conduit Occupancy Surveys Citywide and Evaluation Services.

**AMOUNT OF MONEY AND SOURCE:**

\$871,173.61 - 9962-904056-9562-900000-703032

**BACKGROUND/EXPLANATION:**

Under this task, the consultant will perform services to include the purchase of additional software licenses, conduit manhole inspection, and data entry into the City's conduit management software.

**MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.**

**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>
<b>\$970,728.25</b>	9962-941002-9563	9962-904056-9562
Other	Constr. Res. Conduit Replacement Program	Conduit Occupancy Survey

This transfer will cover the costs associated with Task Nos. 1 and 2 on Project No. 1136, Conduit Occupancy Survey for inspection of manholes at various locations with KCI/STV Joint Venture.

**MINUTES**Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 2 to KCI/STV Joint Venture under Project No. 1136, On-Call Conduit Occupancy Surveys Citywide and Evaluation Services. The transfer of funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the Provisions of the City Charter.

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

The Board is requested to approve the following applications for a Minor Privilege Permit. The applications are in order as 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.	2426 E. Monument St.	Abdul Nadeem	Retain one single face electric sign 6'x 2', four spot reflectors
	Annual Charge: \$140.70		
2.	743 Montford Ave.	BMW, LLC	One fire escape 19'2" x 4'9"
	Flat Charge: \$141.00		

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

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

**MINUTES**

Department of - Amendment No. 2 to Franchise Agreement  
General Services

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment no. 2 to franchise agreement with Veolia Energy Baltimore Heating, LLP, formerly known as Trigen Baltimore Energy Heating Corporation. This amendment no. 2 to franchise agreement extends the period of the franchise agreement through August 31, 2011. The Board is also requested to approve the establishment of a Franchise Fee for Calendar Year 2010.

**AMOUNT OF MONEY AND SOURCE:**

\$115,000.00 - 1001-000000-1982-193200-600000

**BACKGROUND/EXPLANATION:**

On September 1, 1984, the City, through Ordinance No. 171, issued a franchise to Thermal Resources of Baltimore, Inc., (Trigen). The ordinance established a franchise term of 25 years, and provided for renewals of the franchise, which do not exceed in the aggregate 25 years. The initial term of the agreement was to expire on August 31, 2009, but was extended for one-year until August 31, 2010 by the Board's approval of amendment no. 1 to the franchise agreement.

The Department, with assistance of the Law Department, began negotiating the terms of a renewed agreement with Trigen in January 2009. However, because the new agreement is much more comprehensive and complex than the current one and because Trigen was acquired by Veolia Energy Baltimore Heating, LLP, more time is required to finalize the new agreement to the satisfaction of both parties.

**MINUTES**

Department of General Services - cont'd

Amendment No. 2 will extend the franchise term until August 31, 2011 and establish a Franchise Fee for Calendar Year 2010 of \$115,000.00.

This item is late due to the negotiation of the franchise fee.

**APPROVED FOR FUNDS BY FINANCE**

**(FILE NO. 57101)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment no. 2 to franchise agreement with Veolia Energy Baltimore Heating, LLP, formerly known as Trigen Baltimore Energy Heating Corporation. The Board also approved the establishment of a Franchise Fee of \$115,000.00 for Calendar Year 2010.

**MINUTES**

Department of - Agreement for Phase II Performance  
General Services Contracting Project - Baltimore  
Convention Center and SubGrant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement for the phase II energy performance contracting project with Constellation Energy Projects & Services Group, Inc. (Constellation). The Board is also requested to approve and authorize execution of the SubGrant Agreement with Constellation Energy Projects and with Constellation Energy Services Group, Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$ 850,000.00 - Federal ARRA - 2093-793240-7930-724001-301035  
 Grant  
4,576,139.00 - Constellation  
**\$5,426,139.00**

**BACKGROUND/EXPLANATION:**

On April 28, 2010, the Board approved the Phase I - Energy Performance Contract with Constellation to provide a detailed energy audit and guaranteed savings program to reduce the City's energy consumption and maintenance costs at the Baltimore Convention Center. This phase II agreement will provide for the implementation for such energy savings measures, guarantee the resultant savings and provide maintenance for all installed equipment for the life of the agreement.

The scope of work will consist of installing solar panels on the roof the Baltimore Convention Center Building (BCC) and supplying electrical energy to the BCC from those panels. Constellation will design, construct, monitor and maintain the system through a 15-year power purchase agreement (PPA) with the City as part of the phase II agreement.

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

The total cost of the construction project is \$5,426,139.00. The project will be funded by \$850,000.00 from the American Recovery and Reinvestment Act (ARRA) of 2009 through a Project Sunburst Grant from the State of Maryland Energy Administration and \$4,576,139.00 from Constellation, which will own the panels. For the City's contribution of \$850,000.00, Constellation guarantees savings of \$1,437,849.19 over 15 years, beginning at construction completion, by reducing the energy consumption price for the portion of the BCC energy needs supplied by the solar panels. The current electricity price is \$0.1061 per Kilowatt-hour. The price of electricity supplied by the solar panels will be \$0.0335 per kWh with a 3% escalation for 15 years.

The subgrant agreement will allow the City to pay Constellation from the Federal ARRA grant.

**MBE/WBE PARTICIPATION:**

**MWBOO GRANTED A WAIVER.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**(FILE NO. 56334)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement for the phase II energy performance contracting project with Constellation Energy Projects & Services Group, Inc. The Board also approved and authorized execution of the subgrant agreement with Constellation Energy Projects and with Constellation Energy Services Group, Inc. The Mayor **ABSTAINED.**

**MINUTES**

Department of Housing and - Local Government Resolutions  
Community Development

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

The organizations are applying to the State of Maryland's Community Investment Tax Credit Program (CITCP) or the State of Maryland's Neighborhood BusinessWorks Program (NBWP). 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. <b>AARSAND FAMILY FOUNDATION, INC.</b>	<b>\$ 50,000.00</b>
	<b>CITCP</b>

The Aarsand Family Foundation, Inc. located at 11019 McCormick Road, Hunt Valley proposes the A Step 2 Success Project. The project will raise funds to provide educational opportunities for disadvantaged and struggling youth in Baltimore City. The funds will be used to widen the support of Baltimore Born, an organization that works with at-risk young Baltimore boys. With the right long-term support, these individuals will become young men with a commitment to rigorous thought, active citizenship, and considerate manhood as they become successful and lead meaningful lives.

The Aarsand Family Foundation, Inc. began in 2004 with a mission to help adolescents who are committed to improving themselves through education and skill development. The emphasis is to lift up, mentor, train, educate, and monitor individuals who are in need of this support. In addition, assistance is provided to organizations that assist young men and women achieve individualized self-improvement.

**MINUTES**DHCD - cont'd

2. **EUBIE BLAKE NATIONAL JAZZ** **\$ 50,000.00**  
**INSTITUTE AND CULTURAL CENTER** **CITCP**

The Eubie Blake National Jazz Institute and Cultural Center located at 847 N. Howard Street proposes the Sound Proofing of the Eubie Blake Center Project. The current building is not equipped with soundproofing, which is needed in order to produce live and/or recorded music for the audiences. Therefore, the funds will be used to soundproof all four levels of the center in order to decrease or eliminate the effects of interior and exterior noise pollution from the surrounding residences and businesses including Maryland General Hospital.

The Eubie Blake National Jazz Institute and Cultural Center provides creative expression and urban consciousness to Baltimore through visual and performing arts education and arts development opportunities. The mission of the Center is to address preserving the art form of African American music specifically jazz, provide cultural arts programming to young people and provide a venue and support services for local artists.

3. **MUSE 360, INC.** **\$ 50,000.00**  
**CITCP**

The MUSE 360, Inc., located at 847 North Howard Street proposes the MUSE 360 Capital Campaign "Brick by Brick" Project. The project will revitalize a warehouse space located at 2334 Guilford Avenue in the Charles Village area into a Community Arts Center. The Center will provide the community with current programming in the areas of allied arts, Adult Learning Workshops (Computer Skills and GED), After-School Extended Day Learning and Summer Programs. It will also provide activities for students of the two neighborhood schools and will provide residents with a place to fellowship, hold meetings and attend free workshops and/or performances throughout the year.

**MINUTES**

DHCD - cont'd

MUSE 360, Inc. was founded in 2005 by artist, educator, and writer Sharayna Christmas-Rose to provide quality, affordable arts programming in Baltimore City with performances and/or workshops in the area of dance, theater, visual arts, and music.

MUSE 360, Inc.'s mission is to work toward empowering the community to use arts as a tool to facilitate change. Services provided to increase cultural, artistic, and professional development opportunities, programming that promotes cross cultural experiences and intro-communal exchanges and support services for educational, social and corporate institutions.

4. **DEQUAN'S I ENTERPRISE, LLC** **\$250,000.00**  
**NBWP**

DeQuan's I Enterprise, LLC located near the Lyric Opera House is requesting funding for the Expansion of 11 East Mount Royal Avenue Project. DeQuan's Construction, LLC presently has offices at this location on the mezzanine floor. Recently, the building has lost a large tenant and therefore, funding is being requested to renovate the vacant space on the first floor in order to expand the current offices to accommodate additional staffing.

DeQuan's Construction, LLC is a female, ethnic owned minority construction company in Baltimore City, specializing in general contracting services. The company has worked as a subcontractor for major prime contractors such a Manekin LLC and Whiting-Turner and has worked on major projects such as the Johns Hopkins Hospital.

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

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the land disposition agreement with Savannah Essentials, LLC, developer, for the sale of the properties located at 3809 and 3811 Park Heights Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000.00 - 3809 Park Heights Ave.  
1,000.00 - 3811 Park Heights Ave.  
**\$2,000.00 - Sale Price**

**BACKGROUND/EXPLANATION:**

A good faith deposit of \$1,000.00 has been received from the developer.

The project will consist of the conversion of these vacant lots into an organic garden. Once transferred and redeveloped the properties will be active on the tax rolls of Baltimore City thereby preventing tax abandonment.

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

The assessed value of these properties is under \$2,500.00, so they do not require an appraisal.

**MINUTES**

DHCD - cont'd

**MBE/WBE PARTICIPATION:**

The properties are not subject to Article 5, Subtitle 28 of the Baltimore City Code because they will be sold for less than \$25,000.00.

**(FILE NO. 57211)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Savannah Essentials, LLC, for the sale of the properties located at 3809 and 3811 Park Heights Avenue.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the land disposition agreement with Greater Manifestation Worship and Praise Ministry, developer, for the sale of the properties located at 527 Gold Street, 2138 and 2140 Division Street.

**AMOUNT OF MONEY AND SOURCE:**

\$2,500.00 - 527 Gold Street  
1,000.00 - 2138 Division Street  
1,000.00 - 2140 Division Street  
**\$4,500.00 - Sale Price**

**BACKGROUND/EXPLANATION:**

A good faith deposit of \$1,500.00 has been received from the developer.

The project will consist of the conversion of these vacant lots into a green space for the adjacent property located at 529 Gold Street. Once redeveloped the properties will be active on the tax rolls of Baltimore City thereby preventing tax abandonment.

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

The appraised value of 527 Gold Street is \$6,000.00, the sales price was reduced to \$2,500.00 to eliminate blight and offer a specific benefit to the immediate community. The assessed value of these properties is under \$2,500.00, so they do not require an appraisal. The purchase price was also reduced because the adjacent church has been maintaining this property by removing trash and debris, and cutting the grass at their own expense. The adjacent owners plan in the future to consolidate 527 Gold Street, currently in fee simple, 2138 Division Street, currently in leasehold interest, and 2140 Division Street, currently in fee simple with 529 Gold Street at their own expense through their title company and maintain all of the properties in fee simple.

**MINUTES**

DHCD - cont'd

**MBE/WBE PARTICIPATION:**

The properties are not subject to Article 5, Subtitle 28 of the Baltimore City Code because they will be sold for less than \$25,000.00.

**(FILE NO. 57211)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Greater Manifestation Worship and Praise Ministry, for the sale of the properties located at 527 Gold Street, 2138 and 2140 Division Street.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution a land disposition agreement (LDA) with M & S Joint Development Corporation, developer, for the sale of the properties located at 616, 620, 622, 624, 626, 628, 630, 634, 636, 640, 642, and 646 Pitcher Street.

**AMOUNT OF MONEY AND SOURCE:**

\$ 2,000.00	- 616 Pitcher Street
2,000.00	- 620 Pitcher Street
2,000.00	- 622 Pitcher Street
2,000.00	- 624 Pitcher Street
2,000.00	- 626 Pitcher Street
2,000.00	- 628 Pitcher Street
2,000.00	- 630 Pitcher Street
2,000.00	- 634 Pitcher Street
2,000.00	- 636 Pitcher Street
2,000.00	- 640 Pitcher Street
2,000.00	- 642 Pitcher Street
2,000.00	- 646 Pitcher Street
<b>\$24,000.00</b>	<b>- Sale Price</b>

**BACKGROUND/EXPLANATION:**

A good faith deposit of \$12,000.00 has been received from the developer.

The project will consist of the conversion of these vacant buildings into single-family homes for homeownership. The developer plans to invest approximately \$84,100.00 into each property.

Once transferred the properties will be active on the tax rolls of Baltimore City thereby preventing tax abandonment.

**MINUTES**

DHCD -cont'd

**MBE/WBE PARTICIPATION:**

The properties are not subject to Article 5, Subtitle 28 of the Baltimore City Code because they will be sold at market value.

**(FILE NO. 57211)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with M & S Joint Development Corporation, for the sale of the properties located at 616, 620, 622, 624, 626, 628, 630, 634, 636, 640, 642, and 646 Pitcher Street.

**MINUTES**

Department of Housing and - Agreements  
Community Development

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2010 through June 30, 2011.

1. **LIVING CLASSROOMS FOUNDATION, INC.** **\$422,750.00**

Account: 2089-208911-5930-424964-603051

The organization will train Project SERVE members to clean a minimum of 3,382 vacant properties within pre-determined eligible code enforcement areas of the City under the direction of the Department of Public Works's (DPW) Bureau of Solid Waste. The DPW will provide all service requests to the subgrantee and will oversee each completed service request for satisfactory compliance with City procedures and codes.

**MWBOO GRANTED A WAIVER.**

2. **CHESAPEAKE CENTER FOR YOUTH DEVELOPMENT, INC.** **\$ 47,500.00**

Account: 2089-208911-5930-695434-603051

The agreement will provide CDBG funds to subsidize the organization's operating costs for its a Foot in the Door (A-FIND) Employment Initiative. The A-FIND will support the employment needs of low to moderate-income youth and families in the Brooklyn/Curtis Bay areas by providing job readiness/life skills training classes to youth, posting job opportunity listings, organizing job fairs that will connect employers to community members, and supporting ongoing vocational resource services.

**MWBOO GRANTED A WAIVER.**

## MINUTES

DHCD - cont'd

3. **MARYLAND NEW DIRECTIONS, INC.** **\$ 38,000.00**

Account: 2089-208911-5930-429934-603051

The organization will provide career counseling, job training, placement, and outreach service to low to moderate-income displaced homemakers, out-of-school youth, and female ex-offenders. The funds will be utilized to subsidize the general management, oversight, and coordination of the career counseling and human resources development program.

**MWBOO GRANTED A WAIVER.**

4. **COMMUNITY MEDIATION PROGRAM, INC.** **\$ 31,825.00**

Account: 2089-208911-5930-425926-603051

The organization will work to reduce interpersonal and community violence by utilizing non-violent conflict resolution strategies and provide free conflict resolution and mediation services to low and moderate income persons in Baltimore City.

**FOR THE FY 2011, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$21,500.00.**

**MBE:** \$2,150.00

**WBE:** \$1,075.00

5. **PARKS HEIGHTS RENAISSANCE, INC.** **\$825,000.00**  
**(PHR)**

Account: 9910-908101-9588-900000-709099

The PHR was established in 2007 to effectively implement the Park Heights Master Plan 2006, which was established for the comprehensive redevelopment of the Park Heights community

**MINUTES**

DHCD - cont'd

related to housing, economic development and human services, as well as to serve as a positive and effective bridge and communication link between the community residents and the City. The funds will be utilized to subsidize the PHR staff and to capitalize several housing and community development projects and youth programs, including those that were recently approved or supported by the Board.

**FOR THE FY 2011, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$22,400.00.**

**MBE:** \$2,240.00

**WBE:** \$1,120.00

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

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

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements. The Mayor **ABSTAINED** on Item Nos. 1 and 5.

**MINUTES**

Department of Housing and Community - Agreement  
Development/Homeless Services

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Jobs, Housing and Recovery, Inc. (JHR). The period of the agreement is December 15, 2010 through March 15, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$138,312.00 - 1001-000000-3572-327200-603051

**BACKGROUND/EXPLANATION:**

The JHR manages and operates a 24 hour, seven days a week emergency shelter for homeless men and women at the 210 Guilford Shelter. The shelter provides 350 emergency shelter beds to homeless men and women in Baltimore City. Due to the extreme demand from mid-December through mid-March, the JHR will provide an additional 100 emergency shelter beds per night at the Walter P. Carter Center, located at 630 W. Fayette Street.

The agreement is late because of a delay at the administrative level.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Jobs, Housing and Recovery, Inc.

**MINUTES**

Department of Audits - Refunds of Overpayments  
Abandoned Property Report

**ACTION REQUESTED OF B/E:**

The Board is requested to accept the report and approve the recommendations of the Department of Audits on the Abandoned Property Report.

**AMOUNT OF MONEY AND SOURCE:**

\$656,167.41 - refunds of overpayments

**BACKGROUND/EXPLANATION:**

The Department of Finance, Revenue Accounting Division sent 4,992 claim forms to potential claimants listed on the City's Abandoned Property Report for fiscal year 2007, dated July 1, 2010. The claim forms contained instructions to complete and return those forms to the Board of Estimates.

1,032 requests for refunds totaling \$871,361.38, were received by the Board of Estimates. These overpayments were unclaimed after three or more years.

Under procedures established by the Board, various requests for the refunds of overpayments were forwarded to the Department of Audits for review and recommendation.

The Department determined that \$656,167.41, included in the submitted schedule, represents valid refunds to 604 claimants resulting from duplicate payments, abatements, and tax credits, and the Department recommends that these refunds be approved for payment and that \$656,167.41 be removed from the listing of abandoned property to be submitted to the Board.

**MINUTES**Department of Audits - cont'd

The Department also determined that potential claims received, totaling \$98,102.64 resulted from various clerical or accounting errors and should not have been included in the Abandoned Property Report. Therefore, the Department recommends that \$98,102.64 associated with those claims be retained by the City and removed from the listing of abandoned property to be submitted to the State. The balance of \$117,091.33 represents the adjusted amount for abandoned property that will be included in the amount to be remitted to the State.

UPON MOTION duly made and seconded, the Board approved acceptance of the report and approved the recommendations of the Department of Audits on the Abandoned Property Report.

**MINUTES**

Bureau of Water and Wastewater - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Johnson, Mirmiran & Thompson, for Project No. 1138, On-Call Environmental Engineering Services. The period of the agreement is effective upon Board approval for two years or until the upset limit is reached, whichever occurs first. The City has the option to extend the agreement for an additional one-year term.

**AMOUNT OF MONEY AND SOURCE:**

\$750,000.00 - aggregate

**BACKGROUND/EXPLANTION:**

The consultant will provide on-call environmental engineering services on an as-needed basis. These services will include studies, design, and post award and related services for the repair, maintenance, and new construction of facilities managed by the Environmental Services Division of Baltimore City.

The costs of services rendered will be based on a not to be exceeded negotiated price for each task assigned.

The consultant was approved by the Office of Boards and Commissions and the Architectural Engineering Awards Commissions.

**MBE/WBE PARTICIPATION:**

<b>MBE:</b> Dhillon Engineering, Inc.	\$ 75,000.01	10%
Tucker, Young, Jackson,	52,500.22	7%
Tull, Inc.		
<b>Total</b>	<b>\$127,500.23</b>	<b>17%</b>

**MINUTES**Bureau of Water and Wastewater - cont'd

<b>WBE:</b> Carroll, Engineering	\$ 75,000.00	10%
Narasimhan Consulting		
Services, Inc.	\$ 10,000.04	
Spectrum Environmental		
Services, Inc.	\$ 10,000.03	

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized the agreement with Johnson, Mirmiran & Thompson, for Project No. 1138, On-Call Environmental Engineering Services. The President **ABSTAINED.**

**MINUTES**

Baltimore Development - Second Amendment to  
Corporation (BDC) Land Disposition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a second amendment to the land disposition agreement (LDA) with Lexington Square Partners, LLC, developer. This second amendment extends the LDA through June 30, 2011.

The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development to extend the termination date for one additional six month period, in the event that the developer has not abandoned the project and continues to pursue actively such approvals and satisfaction of such conditions as may be required to allow settlement to be completed as expeditiously as possible.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

This second amendment extends the period of the LDA, because all the conditions precedent to settlement or closing, indicated in Section 2.15 of the original LDA, have not yet occurred. The parties have agreed to extend the termination date of the original LDA.

On November 7, 2007, the Board approved the First Amendment to Land Disposition Agreement, which deleted and added certain properties in the project site and adjusted the acquisition cost by the developer in accordance to those changes.

The developer, Lexington Square Partners, LLC, consists of Lexington Square Developers, LLC comprising ICS Baltimore LLC (Chera); BLDG Baltimore LLC (Goldman); Feil-Baltimore LLC (Feil) and Nakash-Lexington, LLC (Nakash); and HAD Baltimore II, LLC (Harold A. Dawson Co., Inc.).

**MINUTES**

BDC - cont'd

Construction of the initial phase of the project, as determined by the Phasing Plan, is anticipated to begin within 12 months of settlement, and construction is anticipated for completion within five years of such time, in each instance, assuming the avoidance of delays that are outside of the control of the developer.

It will be a condition to settlement that the developer will provide the City with satisfactory evidence of the existence of financing for the initial phase of the project and a plan for financing of the balance of the project.

If an additional extension is granted at the end of the sixth month period, the Commissioner of the Department of Housing and Community Development will report to this Board the progress that substantiated the approval of the additional extension.

**MBE/WBE PARTICIPATION:**

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

**A PROTEST WAS RECEIVED FROM BALTIMORE HERITAGE.**

**(FILE NO. 56420)**

President: "The first item on the non-routine agenda can be found on Page 57 and 58, First Amendment to Land Disposition Agreement. Will the parties please come forward?"

Clerk: "Fifty-five and fifty-six."

President: "Fifty-five -- 57 and 58."

Clerk: "We had a protest on 55 and 56."

## MINUTES

BDC - Lexington Square - cont'd

Mayor: "It's not a big deal. I was just trying to figure out --"

Clerk: "On 55 and 56."

President: "Okay. The other one wasn't timely, 56 and --"

Clerk: "Fifty-five and fifty-six."

President: "Fifty-five and fifty-six." Good morning. Who's going to start? Go ahead."

Mr. Johns Hopkins: "Start with the protest. Good morning. My name is Johns Hopkins. I am the Director of Baltimore Heritage. We're a historic preservation organization, work Citywide, we're founded 50 years ago. I filed this protest on behalf of our organization, not because we are a competing bidder in the Superblock area in question, but because we've been working as part of the Westside area committee for ten years now, closer to 15, to try to revitalize and bring new life back in to the Superblock area, that's the subject of this amendment today. We filed our protest because we not believe that a 6-month to 12-month extension will result in anything other than the continuation of more delays on the Superblock. Lexington Square Partners began its involvement in the Superblock in 2004. Three years before that, the City had entered into an agreement

**MINUTES**

BDC - Lexington Square - cont'd

establishing historic preservation standards for much of the Westside, including the Superblock. For six-years, Lexington Square Partners has submitted at least five separate proposals to the Maryland Historical Trust to determine whether their proposals meet the historic preservation standards. In each time, the Maryland Historical Trust has concluded that the proposal does not meet the standards. In the most recent proposal that's publically available, the Trust concluded that it failed to meet 11 separate provisions of the historic preservation standards and noted that, additionally, it failed to meet 15 other provisions in the City's own Urban Renewal Ordinance. We don't think that six more months or 12 more months will result in anything more than a delay. There is no indication that the Lexington Square Partners group has changed its plans or its strategy to be able to meet these requirements and we think that six more months will result only in a log jam. Let me be clear though, what we are talking about is not abstract historic preservation and economic development. What we are talking about is the future rejuvenation of the Westside of downtown Baltimore. I'd like to give you one example, if I may?

## MINUTES

BDC - Lexington Square - cont'd

There is a building on the corner of Lexington and Howard Streets. It's the old Read's Drug Store building. This building was built in 1934 on the 300<sup>th</sup> anniversary of the founding of Maryland. It's unusual architecturally. It's got ships and other Maryland icons on the outside and on the inside and it anchors a corner block on the Westside, an important stretch on Lexington Street between Lexington Market and Charles Center. Perhaps most importantly, however, is the building's role in Maryland's Civil Rights Movement. On January 20, 1955, a group of Morgan State students, Morgan College at that point, staged one of Baltimore's earliest sit-ins to protest desegregated [sic] lunch counters, at what that Read's Drugstore called the heart of downtown. For two days the students protested. It was peaceful and it was successful. At the end of it, Read's changed its policy, desegregated all of its lunch counters across the region, 30 plus stores, and perhaps most importantly, that sit-in provided a model for later Civil Rights actions, including a more famous one in Greensboro, North Carolina in the Woolworth store. If you ask what's hanging in the balance with this 6-month and 12-month extension, that's what I think of when I walk

## MINUTES

BDC - Lexington Square - cont'd

pass that Read's Drug Store and that's what I think is hanging in the balance today. I'd like to conclude by just asking the panel, the Board of Estimates, to review carefully the proposal that's before you. First, it asks for a six-month extension, which we do not think is warranted after six years of delay. If I understand the amended language correctly, it would then provide another six-month extension if the Housing Commissioner came back to you, before the Board. But, there are no benchmarks in that extension to determine whether an additional six months is warranted. It's still essentially at the discretion of the Housing Commissioner. We would ask that if this Board concludes that it must grant an extension, that it do it for the shortest possible time. Twelve months is certainly too long, 6 months, I think, is too long. If it does grant an extension, that it continue to build -- I think the amendment went in the right direction, the amendments went in the right direction -- but, would ask that the Board include specific language tying the approval of this extension to meeting the preservation requirements that are pre-established and under the City's obligation to meet. Madam Mayor, I want to commend you for bringing together the Urban Renewal Panel last month, last week.

## MINUTES

BDC - Lexington Square - cont'd

I thought it was a visionary way to try to break the log-jam on the Westside. I know that for all of us who worked so closely on the Westside, there were many provisions in their preliminary recommendations that we agreed with and some that well, I guess we -- I wish we had rather not heard. I know that's true for me. But, what the Panel unconditionally and clearly recommended for the Superblock area is that the City demand that the Lexington Square Partners group meet the preservation obligations and if it can't, that the City finds a new partner that will. Thank you. You are at a juncture right now at a crossroads, the expiration, the sunset of this land disposition agreement, in just a week or so is a point to move forward and to break through the six years of stalemate that's happened on the Superblock and that's dragging down development on the Westside. I would urge you to deliberate carefully, take some extra time, if needed, an extra couple of weeks until after the January recess to get it right, to make sure this extension, if there has to be one, has language continuing to give the Board tight oversight of this important block. It's not going to hurt anybody after six years. I urge you to take this

## MINUTES

BDC - Lexington Square - cont'd

opportunity to deliberate carefully over it. Thank you very much."

President: "Thank you. Jay (Brodie)."

Mr. Jay Brodie: "Good morning Mr. Chairman, members of the Board. I am Jay Brodie, President of the Baltimore Development Corporation. I am joined by Kathy Robertson, on my right, Westside Team Leader. We share the feeling of trying to accelerate the Westside. We've been pushing for the 10 years that Mr. Hopkins referred to. There have been notable successes. Ms. Robertson has a sheet called, 'Ten Years of Progress on the Westside', which among things mentions the Hippodrome, Centerpoint, the Atrium, the former Hecht building, Redwood Towers, the former Stewart's Department Store, all of which, there are others, Camden Court, all of which have produced 19 hundred housing units, which didn't exist before, occupied mainly by young professionals, like yourselves and creating a whole new urban neighborhood. Are we satisfied where we are today? We're not. We need twice as many housing units. We need quality retail to serve the people who have moved into the Westside. We need and are going to get more art and culture,

## MINUTES

BDC - Lexington Square - cont'd

which the Mayor has been steadfast about encouraging, and we believe Everyman Theatre will be a piece of that early in 2011. We need lots of other improvements. The question before you today is the extension, actually two extensions, one for which the protest has been filed with Lexington Square, the other which follows in your Board agenda for the Cordish Weinberg sites. Ms. Robertson is going to pass out the sheets just to remind you of what positive things have happened on the Westside. I just want to say one or two comments about the team and our ambitions for the months that are coming. The team, unbeknownst -- you have more Kathy?

Ms. Robertson: "Um hm."

Mr. Brodie: "Lexington Square Partners combines two different groups. One, actually there are two folks here today from the Harold Dawson Company, Jerome Hagley, their Executive Vice President, and Baily Pope, Vice President, both of whom worked with BDC and the City on the successful Centerpoint project. So, these are not people new to Baltimore or new to the balance between restoring existing buildings and new construction. They are very experienced along those lines. The other part of

**MINUTES**BDC - Lexington Square - cont'd

Lexington Square Partners are people from New York, Lloyd Goldman's Company, Building Management, the Chera Family, the Feil Organization, the Nakash Family. They're a tremendously capable team of developers. The problems over the past, not mentioned in the previous comments, were more than two years of a lawsuit, which essentially stopped progress while that sword was hanging over the possible progress of the development. No developer, whether these or anyone else, would proceed without having that removed. It was removed in April of this year when the Court of Appeals ruled in favor of the City's position on all the points that were mentioned in that lawsuit. We were gratified to that. Since then, there has been accelerated progress and the Deputy Mayor's comments in the Sun article of the other day echoed that, that in the last 6-9 months, the administration has seen continued progress and continued discussions with the Maryland Historical Trust over all the aspects of that. Unbeknownst to the team, we periodically review developers that have been around and call, without their knowledge references and say, 'what do you think about these

## MINUTES

BDC - Lexington Square - cont'd

people?' We've had this other unfortunate occurrence in the last couple years in real estate known as the recession. So, somebody might have had a good reputation a few years ago and literally does not exist today, you can fill in the blanks in terms of local developers, or exist, but cannot carry out the kind of project that they would have been able to carry out pre the recession. The comments, without telling you who because this is confidential information, were as follows: these are my personal calls to people, that this team are people of integrity, they are people of ability, they are people who are respected by their peers, they are people that the City of Baltimore should have no doubt can finance and construct the \$150,000,000.00 development that they are working on. It's a pretty good reference. So, it's that team that we are proposing to extend to give them the opportunity to show what they can do as hopefully the nation emerges out of the recession and provides the quality retail and the additional housing units that the Westside needs. We'd be happy to answer any questions the Board might have."

President: "No questions? I entertain a Motion."

## MINUTES

BDC - Lexington Square - cont'd

Solicitor: "I move approval of the extension as proposed by BDC, along with the companion extension which has already been approved in the routine agenda for the parcel, immediately to the north."

Comptroller: "Second."

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

Mr. Brodie: "Thank you very much."

President: "Thank you."

**MINUTES**

Baltimore Development Corporation - First Amendment to Land  
Disposition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the first amendment to the land disposition agreement (LDA) with C-W Superblock, LLC, developer. The first amendment to the LDA extends the period of the original LDA through June 30, 2011.

The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to extend the period of the LDA for one additional six-month period, after June 30, 2011, in its sole, but reasonable discretion, upon good and sufficient cause shown by the developer.

The Board is also requested to accept into submission Exhibit I for Schedule "C" as provided in Section 2.8 of the LDA.

**AMOUNT OF MONEY AND SOURCE:**

No City funds are requested.

**BACKGROUND/EXPLANATION:**

On June 6, 2007, the Board approved the original LDA with C-W Superblock. This first amendment extends the LDA period of the original LDA through June 30, 2011 because all the conditions precedent to settlement or closing, indicated in Section 2.15 of the original LDA, have not yet occurred. The parties have agreed to extend the termination date of the original LDA.

In the original LDA, Schedule "C", as provided in Section 2.8, was left blank until such time as the developer provided an acceptable resolution of title objections. Those objections provided as "Permitted Exceptions" are listed on Exhibit 1 of the submitted first amendment to the LDA and for all purposes of the LDA, will constitute Schedule "C" to the original LDA.

**MINUTES**

BDC - cont'd

The developer, C-W Superblock, LLC, consists of C-W Superblock Investors, LLC (The Cordish Company) and the Harry and Jeanette Weinberg Foundation, Inc.

The construction of the initial phase of the project, as determined by the phasing plan, is anticipated to begin within 12-months of settlement. The construction is anticipated for completion within five years of such time, in each instance, assuming the avoidance of delays that are outside of the control of the developer.

The developer is not required to commence construction on the property until Lexington Square Partners, LLC starts permanent construction on Site B on the south side of Lexington Street.

In accordance with the LDA, the City is responsible for the demolition of Site A on behalf of the developer. The demolition costs are shared between the City (75%) and developer (25%). All work on the site will be completed by the end of the year. The temporary use of the site will be open green space to be managed and maintained by the developer. All other terms and conditions of the original LDA remain unchanged.

If an additional extension is granted after June 30, 2011, the Commissioner of the Department of Housing and Community Development will report to this Board the "good and sufficient cause" shown by the developer to substantiate the approval of the additional extension.

**MBE/WBE PARTICIPATION:**

The developer agrees to continue to comply with Article 5, Subtitle 28 of the Baltimore City Code (2000 Edition) regarding participation by Minority Business Enterprises and Women Business Enterprises.

**(FILE NO. 56420)**

**MINUTES**

BDC - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the first amendment to the land disposition agreement (LDA) with C-W Superblock, LLC, developer. The Board further authorized the Commissioner of the Department of Housing and Community Development to extend the period of the LDA for one additional six-month period, after June 30, 2011, in its sole, but reasonable discretion, upon good and sufficient cause shown by the developer. The Board also accepted into submission, Exhibit I for Schedule "C" as provided in Section 2.8 of the LDA.

**MINUTES**

Baltimore Development - Right-of-Entry Agreement  
Corporation

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a right-of-entry agreement between the Department of Housing and Community Development (the Grantor), and the Baltimore City Department of Transportation (the Grantee) to permit the Grantee to occupy 42,240 square feet of the City-owned property known as 7 East Redwood Street. The period of the agreement is January 1, 2011 through May 31, 2011.

Grantee may extend the right-of-entry for additional 30-day periods, if necessary by giving written notice to the grantor. The right-of-entry cannot be extended beyond December 31, 2011, without approval by the Board.

**AMOUNT OF MONEY AND SOURCE:**

Monthly Rent  
 \$33,440.00

**BACKGROUND/EXPLANATION:**

The Grantee will occupy the space for temporary offices, during the period that renovations at the city-owned Benton Building are underway. The BDC worked with the Grantee and the City Space Utilization Committee to offer the right-of-entry under the following terms and conditions:

<u>Premises</u>	<u>Rentable Area</u>	<u>Rental Rate</u> (annual)	<u>Monthly Rent</u> (pro-rated for 5-month term)
Level 2	7,670 sq. ft.	\$9.50	\$6,072.08
Level 3	7,670 sq. ft.	\$9.50	\$6,072.08
Level 4	6,560 sq. ft.	\$9.50	\$5,193.33
Level 7	5,000 sq. ft.	\$9.50	\$3,958.33
Level 9	7,670 sq. ft.	\$9.50	\$6,072.08
Level 10	7,670 sq. ft.	\$9.50	\$6,072.08
<b>Total</b>	<b>42,240 sq. ft.</b>		<b>\$33,440.00</b>

The total rent for the five-month term is \$167,200.00.

**MINUTES**

BDC - cont'd

The premises are leased "as-is"; all improvements will be constructed and paid for by Grantee, except Grantor will install an accessible men's restroom on the fourth floor. Grantor will contract for the data runs and communications package for Grantee after approval of the right-of-entry by the Board; Grantee will reimburse Grantor for these contracts.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the right-of-entry agreement between the Department of Housing and Community Development (the Grantor), and the Baltimore City Department of Transportation (the Grantee) to permit the Grantee to occupy 42,240 square feet of the City-owned property known as 7 East Redwood Street.

**MINUTES**

**PERSONNEL MATTERS**

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

4572 - 4591

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

The President **ABSTAINED** on Item No. 8.

Item No. 18c. and Item No. 19 were

**DEFERRED** until January 12, 2011.

**MINUTES****PERSONNEL**Department of Finance

	<u>Hourly Rate</u>	<u>Amount</u>
1. <b>PRINCE D. GREEN</b>	\$17.17	<b>\$ 20,072.00</b>

Account: 1001-000000-1480-166400-601009

Mr. Green, retiree, will continue to work as a License Inspector for the Licensing/Business Taxes Unit. His duties will include but are not limited to conducting citywide on-site inspections of gas stations, pawnbrokers, open-air garages, massage parlors, theaters, skating rinks, bars, clubs, and restaurants for compliance with Article 15 of the Baltimore City Code. **THE DEPARTMENT OF FINANCE IS REQUESTING A WAIVER OF AM 212 - I, PART I ON THE HOURLY RATE.** The period of the agreement is January 13, 2011 through January 12, 2012.

2. Create the following three positions:

34293 - Tax Transfer Clerk I  
 Grade 080 (\$28,768.00 - \$33,841.00)  
 Job Nos. to be assigned by BBMR

Costs: \$135,597.00 - 1001-000000-1480-166400-601001

3. Create the following five positions:

42998- License Inspector  
 Grade 081 (\$29,630.00 - \$35,104.00)  
 Job Nos. to be assigned by BBMR (2 positions)

33212 - Office Assistant II  
 Grade 075 (\$25,800.00 - \$29,326.00)  
 Job Nos. to be assigned by BBMR (3 positions)

Costs: \$221,172.00 - 6000-606111-1480-619000-601001

**MINUTES****PERSONNEL**Department of Recreation and Parks

	<u>Hourly Rate</u>	<u>Amount</u>
4. <b>JENNIFER KNIGHTON</b>	\$32.00	<b>\$ 5,952.00</b>

Account: 6000-680511-4792-369900-601009

Ms. Knighton will continue to work as an Ice Skating Instructor at the Mount Pleasant Ice Arena. Her duties will include, but not be limited to providing basic instruction in the "Learn to Skate" Program for the youngest rink participants ages 4-6 including summer recreation center campers. She will also prepare costumes and set designs for the Youth Performance Troupe production and assist with rehearsals and supervise youth activities in conjunction with the Performance Troupes. The period of the agreement is effective upon Board approval for one year.

5. <b>PHYLLIS FRIELLO</b>	\$32.00	<b>\$ 5,312.00</b>
6. <b>BRIENNE FISKE</b>	\$32.00	<b>\$ 5,312.00</b>

Account: 6000-680511-4792-369900-601009

These individuals will continue to work as Ice Skating Instructors at the Mount Pleasant Ice Arena. They will be providing instruction in figure skating for participants in the "Learn to Skate" Program and summer camp programs. The program will include skills that are basic for the U.S. Figure Skating National Proficiency Tests; evaluation of student performance to determine mastery of specific skills and advancement to the next level; assisting students in planning an individual presentation program set to music; and provide skating instruction to members of the Youth and Adult Performance Troupes. They will also provide instruction to all levels of the Adult Skating Seminar. The period of the agreement is effective upon Board approval for one year.

**MINUTES****PERSONNEL**Recreation and Parks - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
7. <b>JEFFREY NOLT</b>	\$40.00	<b>\$11,000.00</b>

Account: 6000-680511-4792-369900-601009

Mr. Nolt will continue to work as an Ice Skating Instructor at the Mount Pleasant Ice Arena. He will be responsible for providing figure skating skills for participants in the "Learn to Skate" Program, summer camp programs, and spring vacation camp to include skills that are the basis for the U.S. Figure Skating National Proficiency Tests. He will evaluate student performance to determine mastery of specific skills and advancement to the next level. In addition, he will serve as Artistic Director of the Youth and Adult Performance Troupes, including choreography, specialized skill training, direction, and production of four annual performances. The period of the agreement is effective upon Board approval for one year.

Health Department

8. <b>MONICA WILLIAMS</b>	\$20.00	<b>\$10,000.00</b>
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Account: 4000-497311-3041-688202-601009

Ms. Williams will work as a Social worker for the Social Worker Cancer Program. Ms. Williams will provide eligibility screening for all clients seen at the Druid Hill clinic through a partnership with Clinical Services. She will also follow-up with clients via secondary screening to elicit additional information, as well as staff the Johns Hopkins Outpatient Clinic satellite site on clinic dates, collect information on screened persons and confer with the Johns Hopkins endoscopist on suspected cancer cases and assist in education of potential clients on the importance of colorectal cancer screening. The period of the agreement is effective upon Board approval for 24 weeks.

**MINUTES****PERSONNEL**Health Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
9. <b>ROBERT LOWMAN</b>	\$18.49	<b>\$ 7,691.84</b>

Account: 5000-534011-3023-273300-601009

Mr. Lowman will continue to work as a Housing Specialist for the Senior Assisted living Group Home Subsidy Program (SALGHS) and Congregate Housing Services Program (CHSP). He will be responsible for responding to all inquiries regarding the SALGHS program and providing information and applications to applicants and providers. He will monitor the CHSP bi-annually and prepare reports in conjunction with Maryland Department of Aging. The period of the agreement is effective upon Board approval through June 30, 2011.

10. Create the following one position:

74137 - City Planner II  
 Grade 113 (\$46,700.00 - \$65,500.00)  
 Job Nos. to be assigned by BBMR (1 position)

Costs: \$66,727.00 - 4000-423111-3150-307905-601001

11. Create the following one position:

74137 - Community Health Educator III  
 Grade 088 (\$38,175.00 - \$46,251.00)  
 Job Nos. to be assigned by BBMR (1 position)

Costs: \$56,647.00 - 4000-422411-3031-579200-601001

**MINUTES****PERSONNEL**Police Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
12. <b>CLEMENTINE RUSSUM</b>	\$ 14.42	<b>\$30,000.00</b>
13. <b>CAROLYN C. SMITH</b>	\$ 14.42	<b>\$30,000.00</b>

Account: 1001-000000-2042-198100-601009

These individuals, who are retirees, will work as a Contract Service Specialists in the Applicant Investigation Section. Their duties will include but are not limited to conducting background investigations for police officers, police cadets, rehires, special police officers and civilian applicants. The period of the agreement is effective upon for one-year.

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

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

On January 3, 1996, the Board approved a waiver of Administrative Manual Policy AM 212-1, which allowed the Baltimore Police Department to hire retired police officers as contract employees.

14. <b>WILLIAM O. YOUNG</b>	\$ 23.08	<b>\$37,000.00</b>
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Account: 5000-585310-5750-650405-601009

Mr. Young will work as a Biology Technician. He will be responsible for conducting scientific screening analysis to determine the DNA profile of unidentified suspects. The period of the agreement is effective upon Board approval through September 30, 2011.

**MINUTES****PERSONNEL**Police Department - cont'd15. Abolish the following one position:Job No. 2042-36503

01609 - Police Command Staff I  
 Grade 957 (\$77,200.00 - \$105,000.00)

Costs: \$0.00

State's Attorney's Office16. Retitle the following class:

From: 01908 - Fiscal Administrator (SAO)  
 Grade 119 (\$61,900.00 - \$87,500.00)

To: Fiscal Administrator  
 Grade 119 (\$61,900.00 - \$87,500.00)

There are no costs associated with this action.

Department of Human Resources - Employee Benefits Division17. Reclassify the following vacant position:Job No. 1602-48396

From: 34133 - Accounting Assistant III  
 Grade 084 (\$32,853.00 - \$39,210.00)

To: 34141 - Accountant I  
 Grade 088 (\$38,175.00 - \$46,251.00)

Costs: \$6,633.87 - 1001-000000-1602-172500-601001

**MINUTES****PERSONNEL**Department of Human Resources (DHR)18. a. Create the following two Classes:

71119 - Criminalist III Trace Analysis  
Grade 115 (\$51,000.00 - \$72,200.00)

94311 - Operations Technician I  
Grade 430 (\$30,464.00 - \$33,857.00)

b. Re-title the following 14 Classes:

From: 32922 - Legal Officer II  
Grade 113 (\$46,700.00 - \$65,500.00)

To: Legal Officer  
Grade 113 (\$46,700.00 - \$65,500.00)

From: 54311 - Operations Technician I  
Grade 430 (\$30,464.00 - \$33,857.00)

To: Operations Technician Apprentice  
Grade 430 (\$30,464.00 - \$33,857.00)

From: 54316 - Water Systems Supervisor  
Grade 113 (\$46,700.00 - \$65,500.00)

To: Water Systems Pumping Supervisor  
Grade 113 (\$46,700.00 - \$65,500.00)

From: 54322 - Water Systems Manager  
Grade 119 (\$61,900.00 - \$87,500.00)

To: Water Systems Pumping Manager  
Grade 119 (\$61,900.00 - \$87,500.00)

## MINUTES

DHR - cont'd

From: 54332 - Waste Water Operations Technician II  
Grade 433 (\$33,376.00 - \$37,511.00)

To: Waste Water Operations Technician II  
Pumping  
Grade 433 (\$33,376.00 - \$37,511.00)

From: 54335 - Waste Water Technician Supervisor I  
Grade 087 (\$36,674.00 - \$44,331.00)

To: Waste Water Technician Supervisor I  
Pumping  
Grade 087 (\$36,674.00 - \$44,331.00)

From: 54336 - Waste Water Technician Supervisor II  
Grade 090 (\$41,438.00 - \$50,364.00)

To: Waste Water Technician Supervisor II  
Pumping  
Grade 090 (\$41,438.00 - \$50,364.00)

From: 54351 - Maintenance Technician I  
Grade 429 (\$29,662.00 - \$32,683.00)

To: Maintenance Technician Apprentice  
Grade 429 (\$29,662.00 - \$32,683.00)

From: 54358 - Waste Water Maintenance Manager  
Grade 115 (\$51,000.00 - \$72,200.00)

To: Waste Water Maintenance Manager  
Instrumentation  
Grade 115 (\$51,000.00 - \$72,200.00)

From: 71113 - Criminalist III  
Grade 115 (\$51,000.00 - \$72,200.00)

To: Criminalist III DNA Analysis  
Grade 115 (\$51,000.00 - \$72,200.00)

**MINUTES****PERSONNEL**DHR - cont'd

From: 71114 - Criminalist Supervisor  
Grade 118 (\$58,800.00 - \$83,800.00)

To: Criminalist Supervisor Drug Analysis  
Grade 118 (\$58,800.00 - \$83,800.00)

From: 82112 - Teacher's Assistant II  
Grade 072 (\$24,582.00 - \$27,573.00)

To: Teacher's Assistant II Preschool  
Grade 072 (\$24,582.00 - \$27,573.00)

From: 82121 - Associate Teacher  
Grade 078 (\$27,410.00 - \$31,609.00)

To: Associate Teacher Preschool  
Grade 078 (\$27,410.00 - \$31,609.00)

From: 82122 - Teacher  
Grade 083 (\$31,681.00 - \$37,677.00)

To: Teacher Preschool  
Grade 083 (\$31,681.00 - \$37,677.00)

c. Abolish the following eight classes:

33591 - Inventory and Purchasing Administration  
Manager  
Grade 118 (\$58,800.00 - \$83,800.00)

52921 - Apprentice 1<sup>st</sup> year  
Grade 845 (\$23,884.00)

52922 - Apprentice 2<sup>nd</sup> year  
Grade 846 (\$24,476.00)

**MINUTES****PERSONNEL**DHR - cont'd

52923 - Apprentice 3<sup>rd</sup> year  
Grade 847 (\$25,061.00)

52924 - Apprentice 4<sup>th</sup> year  
Grade 848 (\$25,440.00)

62414 - Physician's Assistant (10 Months)  
Grade 924 (\$42,422.00 - \$54,339.00)

72413 - Contract Administrator Architectural  
Plans  
Grade 089 (\$39,745.00 - \$48,257.00)

72414 - Contract Administrator I Health  
Grade 085 (\$33,884.00 - \$40,828.00)

d. Reclassify the following 208 positions:

10 Positions:

Job Numbers: 1890-12119, 1890-12120, 1890-12122, 1890-12124,  
1890-12125, 1890-12126, 1890-12128, 1890-19699,  
1890-33353, 1890-35179

From: 33562 - Storekeeper II  
Grade 080 (\$28,768.00 - \$33,841.00)

To: 33563 - Storekeeper II Auto Parts  
Grade 080 (\$28,768.00 - \$33,841.00)

Two positions:

Job Numbers: 1890-12112, 1890-12113

From: 33565 - Stores Supervisor I  
Grade 086 (\$35,242.00 - \$42,511.00)

To: 33564 - Stores Supervisor I Auto Parts  
Grade 086 (\$35,242.00 - \$42,511.00)

**MINUTES****PERSONNEL**

DHR - cont'd

One Position:

Job Number: 1890-12109

From: 33566 - Stores Supervisor II  
Grade 110 (\$40,000.00 - \$56,800.00)

To: 33567 - Stores Supervisor II Auto Parts  
Grade 110 (\$40,000.00 - \$56,800.00)

One Position:

Job Number: 5971-48480

From: 53223 - Assistant Superintendent of Public  
Building Operations (Energy Management)  
Grade 110 (\$40,000.00 - \$56,800.00)

To: 53225 - Assistant Superintendent Energy Management  
Grade 110 (\$40,000.00 - \$56,800.00)

Two Positions:

Job Numbers: 5521-23560, 5521-47999

From: 54316 - Water Systems Supervisor  
Grade: 113 (\$46,700.00 - \$65,500.00)

To: 54317 - Water Systems Treatment Supervisor  
Grade: 113 (\$46,700.00 - \$65,500.00)

One Position:

Job Number: 5521-23555

From: 54322 - Water Systems Manager  
Grade: 119 (\$61,900.00 - \$87,500.00)

To: 54323 - Water Systems Treatment Manager  
Grade: 119 (\$61,900.00 - \$87,500.00)

**MINUTES****PERSONNEL**DHR - cont'dTwo Positions:Job Numbers: 5501-23190, 5501- 23192From: 54358 - Waste Water Maintenance Manager  
Grade: 115 (\$51,000.00 - \$72,200.00)To: 54359 - Waste Water Maintenance Manager Mechanical  
Grade: 115 (\$51,000.00 - \$72,200.00)16 Positions:Job Numbers: 5501-23052, 5501-23053, 5501-23054, 5501-23055, 5501-23057, 5501-23058, 5501-23059, 5501-23060, 5501-22921, 5501-22922, 5501-22923, 5501-22924, 5501-22925, 5501-22926, 5501-22929, 5501-33664From: 54336 - Waste Water Technician Supervisor II  
Grade: 090 (\$41,438.00 - \$50,364.00)To: 54338 - Waste Water Technician Supervisor II  
Sanitary  
Grade: 090 (\$41,438.00 - \$50,364.00)23 Positions:Job Numbers: 5501-23061, 5501-23066, 5501-23067, 5501-23068, 5501-23071, 5501-23072, 5501-23074, 5501-23076, 5501-23077, 5501-33669, 5501-22927, 5501-22928, 5501-22930, 5501-22931, 5501-22932, 5501-22933, 5501-22934, 5501-22935, 5501-22936, 5501-22937, 5501-33665, 5501-33666, 5501-33670

**MINUTES****PERSONNEL**DHR - cont'd

From: 54335 - Waste Water Technician Supervisor I  
 Grade: 087 (\$36,674.00 - \$44,331.00)

To: 54334 - Waste Water Technician Supervisor I  
 Sanitary  
 Grade: 087 (\$36,674.00 - \$44,331.00)

143 Positions:

Job Numbers: 5501-22944, 5501-23096, 5501-32519, 5501-23082,  
 5501-23083, 5501-23084, 5501-23085, 5501-23087,  
 5501-23088, 5501-23090, 5501-23093, 5501-23094,  
 5501-23097, 5501-23098, 5501-23099, 5501-23101,  
 5501-23104, 5501-23109, 5501-23111, 5501-23114,  
 5501-23117, 5501-23119, 5501-23123, 5501-23126,  
 5501-23127, 5501-23130, 5501-23131, 5501-23136,  
 5501-23137, 5501-23140, 5501-23141, 5501-23143,  
 5501-23144, 5501-23146, 5501-23147, 5501-23148,  
 5501-23149, 5501-23151, 5501-23152, 5501-23153,  
 5501-23154, 5501-23156, 5501-23159, 5501-23162,  
 5501-23164, 5501-23165, 5501-23166, 5501-23168,  
 5501-32528, 5501-32529, 5501-32530, 5501-32531,  
 5501-32532, 5501-32533, 5501-34244, 5501-34245,  
 5501-34246, 5501-34247, 5501-22938, 5501-22941,  
 5501-22942, 5501-22945, 5501-22948, 5501-22947,  
 5501-22949, 5501-22950, 5501-22954, 5501-22955,  
 5501-22956, 5501-22957, 5501-22958, 5501-22959,  
 5501-22960, 5501-22961, 5501-22962, 5501-22963,  
 5501-22964, 5501-22965, 5501-22968, 5501-22969,  
 5501-22970, 5501-22971, 5501-22972, 5501-22973,  
 5501-22974, 5501-22976, 5501-22977, 5501-22978,  
 5501-22979, 5501-22980, 5501-22981, 5501-22982,  
 5501-22983, 5501-22984, 5501-22985, 5501-22986,  
 5501-22987, 5501-22988, 5501-22991, 5501-22992,  
 5501-22993, 5501-22994, 5501-22995, 5501-22996,  
 5501-22997, 5501-22998, 5501-22999, 5501-23000,

**MINUTES****PERSONNEL**DHR - cont'd

5501-23001, 5501-23002, 5501-23003, 5501-23005,  
 5501-23006, 5501-23007, 5501-23008, 5501-23010,  
 5501-23012, 5501-23015, 5501-23017, 5501-23019,  
 5501-23023, 5501-23024, 5501-23025, 5501-23027,  
 5501-23028, 5501-23029, 5501-23030, 5501-23031,  
 5501-23032, 5501-23035, 5501-23036, 5501-23037,  
 5501-23038, 5501-23039, 5501-23040, 5501-32520,  
 5501-32521, 5501-32522, 5501-32523, 5501-32524,  
 5501-32525, 5501-32526, 5501-34241

From: 54332 - Waste Water Operations Technician II  
 Grade: 433 (\$33,376.00 - \$37,511.00)

To: 54333 - Waste Water Operations Technician II  
 Sanitary  
 Grade: 433 (\$33,376.00 - \$37,511.00)

One Position:

Job Number: 2024-19489

From: 71114 - Criminalist Supervisor  
 Grade: 118 (\$58,800.00 - \$83,800.00)

To: 71115 - Criminalist Supervisor Trace Analysis  
 Grade: 118 (\$58,800.00 - \$83,800.00)

Three Positions:

Job Numbers: 2024-19494, 2024-19499, 2024-42835

From: 71113 - Criminalist III  
 Grade: 115 (\$51,000.00 - \$72,200.00)

To: 71118 - Criminalist III Drug Analysis  
 Grade: 115 (\$51,000.00 - \$72,200.00)

**MINUTES****PERSONNEL**

DHR - cont'd

Three Positions:

Job Numbers: 3254-16076, 3024-16116, 3024-33494

From: 83112 - Recreation Leader II  
Grade 079 (\$27,969.00 - \$32,653.00)

To: 83113 - Recreation Leader II Elder Activities  
Grade 079 (\$27,969.00 - \$32,653.00)

There are no costs associated with this action.

In an on-going effort to improve the City's Civil Service and non-Civil Service classification listings, and in order to facilitate the identification of position and employee classifications in the Human Resources Information System (HRIS) database, the Department of Human Resources (DHR) is continuing to identify needed changes. The DHR has determined that the elimination of specialty classifications will be more efficient for future recruitment needs. Specialty classifications do not have separate job titles or job codes from an existing identical master classification.

To eliminate specialty classes, as the first phase of that process, the DHR recently recommended and the Board of Estimates approved the creation of 19 new classes. In this action the second phase, the Department is recommending the reclassification of 208 positions from the specialty classes to the respective new distinct classes, and the creation of two new classes. This will enable the elimination of the specialty classes and concurrently facilitate identification of employee and position classifications in the HRIS. The DHR is also recommending the re-titling of 14 classes.

**MINUTES****PERSONNEL**DHR - cont'd

Finally, the DHR has reviewed the City's current Civil Service and non-Civil Service classifications in order to identify and eliminate classes that are no longer used or needed. The eight classes proposed for abolishment are no longer being utilized by the agencies.

Therefore, the DHR is requesting the Board's approval of the above listed position and class actions. The Storekeeper II Auto Parts, Stores Supervisor I Auto Parts, Store Supervisor II Auto Parts, Assistant Superintendent of Energy Management, Water Systems Treatment Manager, Water Systems Treatment Supervisor, Waste Water Maintenance Manager Mechanical, Waste Water Technician Supervisor I Sanitary, Waste Water Technician Supervisor II Sanitary and Waste Water Operations Technician II Sanitary positions are Positions of Trust in accordance with the provisions of the AM - Section 237-1.

Department of Human Resources19. Abolish the following 25 Unpopulated Classes:

- 94131 - Accounting Assistant I  
Grade 075 (\$25,800.00 - \$29,326.00)
- 91122 - Addictions Counselor II  
Grade 082 (\$30,613.00 - \$36,210.00)
- 93143 - Analyst Programmer I  
Grade 089 (\$39,745.00 - \$48,257.00)
- 93131 - Computer Operator II  
Grade 083 (\$31,681.00 - \$37,677.00)
- 93112 - Data Entry Operator II  
Grade 078 (\$27,410.00 - \$31,609.00)
- 93115 - Data Entry Operator Supervisor I  
Grade 084 (\$32,853.00 - \$39,210.00)

**MINUTES****PERSONNEL**DHR - cont'd

- 93221 - Legal Stenographer I  
Grade 078 (\$27,410.00 - \$31,609.00)
- 91911 - Professional Services Trainee  
Grade 085 (\$33,884.00 - \$40,828.00)
- 91162 - Social Policy and Program Analyst  
Grade 113 (\$46,700.00 - \$65,500.00)
- 91171 - Social Services Coordinator  
Grade 084 (\$32,853.00 - \$39,210.00)
- 91121 - Additions Counselor I  
Grade 078 (\$27,410.00 - \$31,609.00)
- 91311 - Administrative Analyst I  
Grade 087 (\$36,674.00 - \$44,331.00)
- 93130 - Computer Operator I  
Grade 080 (\$28,768.00 - \$33,841.00)
- 93111 - Data Entry Operator I  
Grade 075 (\$25,800.00 - \$29,326.00)
- 93113 - Data Entry Operator III  
Grade 081 (\$29,630.00 - \$35,104.00)
- 93181 - EDP Data Technician I  
Grade 080 (\$28,768.00 - \$33,841.00)
- 93118 - Office Information Systems Supv.  
Grade 111 (\$41,700.00 - \$60,500.00)

**MINUTES****PERSONNEL**DHR - cont'd

- 93231 - Secretary I  
Grade 075 (\$25,800.00 - \$29,326.00)
- 91153 - Social Program Administrator III  
Grade 116 (\$53,900.00 - \$76,000.00)
- 91110 - Social Work Associate I  
Grade 085 (\$33,884.00 - \$40,828.00)
- 93163 - Systems Programmer II  
Grade 117 (\$56,000.00 - \$79,400.00)
- 93252 - Typist II  
Grade 075 (\$25,800.00 - \$29,326.00)
- 33512 - Buyer I  
Grade 089 (\$39,745.00 - \$48,257.00)
- 93251 - Typist I  
Grade 071 (\$24,222.00 - \$27,076.00)
- 93256 - Word Processing Operator I  
Grade 071 (\$24,222.00 - \$27,076.00)

Cost: There are no costs associated with these actions.

The Department of Human Resources is reviewing the City's current Civil Service and non-Civil Service classifications in order to identify and eliminate classes that are no longer used or needed. The abolishment of unpopulated and obsolete classes will be part of an on-going process. The 25 unpopulated and obsolete Civil Service classes noted above have been identified for abolishment.

**MINUTES****PERSONNEL**Department of Human Resources

	<u>Rate</u>	<u>Amount</u>
20. <b>MICHELE Z. BLUMENFELD</b>	\$200.00 for the first session, \$170.00 for ea. succeeding session and \$325.00 for ea. written report	<b>\$ 7,000.00</b>

The cost incurred for each hearing is charged to the appellant's agency.

Ms. Blumenfeld will continue to work as a Hearing Officer. The Baltimore City Charter permits an investigation for employees discharged, reduced, or suspended for more than 30 days after the completion of the probationary period. The Hearing Officer presides over this investigation and submits a recommendation to the Civil Service Commissioners. The period of the agreement is effective upon Board approval for 1-year.

Fire Department

21. Re-title the following class:

41233

From: Battalion Fire Chief (Communications)  
Grade 344 (\$64,163.00 - \$80,164.00)

To: Fire Dispatch Manager  
Grade 344 (\$64,163.00 - \$80,164.00)

Costs: There are no costs associated with this action.

**MINUTES****PERSONNEL**Mayor's Office of Human Services22. Change budget account number:

From: 6000-685211-3573-327200-601001

To: 6000-685211-3573-591400-601001

Costs: \$55,792.00 - 6000-685211-3573-591400-601001

On November 24, 2010, the Board approved the creation of a position for a Homeless Service Coordinator (Job Code 00419, Grade 088). The Department has since been informed that the budget account number that was provided as the account to be charged to fund that position was incorrect.

**MINUTES**

Department of Planning - Contractual Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a contractual agreement with TND Planning Group, LLC. The period of the agreement is effective upon Board approval through June 30, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$10,000.00 - 4000-407011-1870-189000-601001

**BACKGROUND/EXPLANATION:**

The Department received a grant award in the amount of \$30,000.00 from the United States Department of Commerce, Economic Development Administration. A portion of this award, \$10,000.00, will be used for the TND Planning Group, LLC to provide a study of the Belair Road Corridor.

The City of Baltimore aims to develop a strategic plan for the revitalization and redevelopment of Belair Road, based on a market analysis, physical form analysis inventory of business and vacancies, and stakeholder input.

The City would like to determine the feasibility of and appropriate strategies for: integrated development; redevelopment of large vacant parcels; improved appearance of the corridor; attracting new retail development; better service for the residents; and enhancing open space and the sense of place on Belair Road.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of a contractual agreement with TND Planning Group, LLC.

**MINUTES****TRAVEL REQUESTS**Mayors Office of Employment Development

	<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1.	Karen Sitnick	Workforce Dev. Council Meeting Washington, DC Jan 17 - 19, 2011 (Reg. Fee \$600.00)	Federal Funds	\$1,293.28

Fire Department

2.	James Clack	Labor Management Initiative Phoenix, AZ Jan 19 - 21, 2011 (Reg. Fee \$400.00)	General Funds	\$1,185.90
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The Board, UPON MOTION duly made and seconded, approved the travel requests.

**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:

4595 - 4599

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Transfer of Funds was approved

SUBJECT to receipt of a favorable reports

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

Item Nos. 1 and 2 were **WITHDRAWN**.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS/RECESSIONS:

Department of Transportation

1. TR 07025, Mount Auburn Cemetery Perimeter Rehabilitation P & J Contracting Co., Inc. \$582,277.00

<b>MBE:</b> RBJ Contracting Co., Inc.	\$ 60,000.00	10.30%
Sparks Quality Fencing Co., Inc.	<u>110,000.00</u>	<u>18.89%</u>
<b>Total:</b>	<b>\$170,000.00</b>	<b>29.19%</b>

**WBE:** Cleo Enterprises, Inc. \$ 60,000.00 10.30%

**MWBOO FOUND VENDOR IN COMPLIANCE**

**A LETTER OF PROTEST WAS RECEIVED FROM WRIGHT, CONSTABLE & SKEEN, L.L.P. REPRESENTING R&F CONSTRUCTION, LTD.**

**CORRESPONDENCE WAS RECEIVED FROM HARRIS, JONES & MALONE, INC. REPRESENTING P & J CONTRACTING CO., INC.**

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$724,317.06	9950-906624-9528	
MVR	Constr. Res. Mt. Auburn Cemetery Rehab.	
\$582,277.00	-----	9950-905624-9527-6 Structure and Improvements
58,227.70	-----	9950-905624-9527-5 Inspections
54,698.51	-----	9950-905624-9527-3 Design & Studies

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS/RECESSIONS:

Department of Transportation

29,113.85	-----	9950-905624-9527-2
<u>\$724,317.06</u>		Contingencies
		Mt. Auburn Cemetery
		Perimeter Rehab.

The transfer will clear the deficit in the account and fund costs associated with award of the Contract No. 07025.

Bureau of Purchases

3.	B50001658, Snow Removal Contract	\$ 500,000.00 Contingency
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Retainer Fee

Corporate Maintenance Group, LLC	\$	3,714.00
H.F. Huber & Sons	\$	2,526.00
P & J Contracting Co., Inc.	\$	14,448.00
Donald Fritts Home Remodeling	\$	510.00

**MBWOO SET GOALS OF 20% FOR MBE AND 7% FOR WBE.**

Corporate Maintenance Group, LLC

**MBE:** TNE Global 20.00%

**WBE:** Comm-Lease, Inc. 7.00%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS/RECESSIONS:Bureau of Purchases - cont'dH.F. Huber & Sons

**MBE:** Cherry Hill Hauling & Towing Service, Inc. 20.00%

**WBE:** None

**MWBO FOUND VENDOR IN NON-COMPLIANCE. AWARD IS RECOMMENDED, CONTINGENT UPON VENDOR COMING INTO COMPLIANCE WITHIN 10 DAYS OF AWARD.**

P & J Contracting Co., Inc.

**MBE:** Phipps Construction Contractors, Inc. 20.00%

**WBE:** D & O Contracting Services, Inc. 7.00%

**MWBO FOUND VENDOR IN COMPLIANCE.**

Donald Fritts Home Remodeling

**MWBO GOALS NOT REQUIRED CONTRACT UNDER \$25,000.00.**

4.	B50001657, Laboratory Consumables and Drug Reagents	VWR International, LLC Para Scientific Co. Fisher Scientific, LLC Comade, Inc.	\$ 72,000.00
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**MWBO GRANTED A WAIVER.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS/RECESSIONS:Bureau of Purchases - cont'd

- |    |   |                  |              |
|----|---|------------------|--------------|
| 5. | B50001695, Provide<br>Senior-level Account-<br>ant Services | Townsend Careers | \$ 35,490.00 |
|----|---|------------------|--------------|

**MWBOO GRANTED A WAIVER.**

- |    |   |                           |                     |
|----|---|---------------------------|---------------------|
| 6. | B50001691, Waste<br>Oil and Related<br>Items Recovery<br>Services | FCC Environmental,<br>LLC | Revenue<br>Contract |
|----|---|---------------------------|---------------------|

**MWBOO GRANTED A WAIVER.**

- |    |  |                                |              |
|----|--|--------------------------------|--------------|
| 7. | B50001660, Weatheri-<br>zation Assistance<br>Program for Refrig-<br>erator Replacement | Hawkeye Construc-<br>tion, LLC | \$482,755.00 |
|----|--|--------------------------------|--------------|

**MWBOO SET GOALS OF 10% FOR MBE AND 7% FOR WBE AND FOUND VENDOR NON-COMPLIANT ON DECEMBER 8, 2010. THE ONLY COMPLIANT BIDDER, LAKE REGION, WAS FOUND TO BE NON-RESPONSIVE. THIS AWARD WAS MADE WITH CONDITION THAT THE AWARDEE WILL COME INTO COMPLIANCE WITHIN TEN DAYS OF THE AWARD DATE.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS/RECESSIONS:Bureau of Purchases

- |    |  |                          |   |
|----|--|--------------------------|---|
| 8. | B50001506, Various<br>Overhead Mechanical<br>Door System Repairs,<br>Parts, and Installation | All About Doors,<br>Inc. | <b>RESCIND AWARD</b><br>On August 11,<br>2010, the<br>Board approved<br>the initial<br>award with the<br>vendor. How-<br>ever, the<br>awardee failed<br>to produce the<br>performance<br>bond required<br>by sollicita-<br>tion. The<br>requirement<br>will be<br>revised and<br>rebid. |
|----|--|--------------------------|---|

**MINUTES**

Department of - Resolution of the Board for Setting  
Finance Initial Threshold Amounts Pursuant  
 to Charter Amendment - Procurement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the resolution setting the initial bid threshold amounts pursuant to the procurement charter amendment recently approved by the voters.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

Resolution 10-24 of the Mayor and City Council provided for new procedures for establishing and modifying certain bid threshold amounts, bid and performance requirements, advertising requirements, award criteria and other matters governing procurement.

Resolution 10-24 of the Mayor and City Council was Question C on the November 2, 2010 ballot and was approved by the City voters.

One of the critical amendments that was included in Resolution 10-24 of the Mayor and City Council was to set the dollar thresholds for (a) contracts that must be formally advertised and (b) contracts that must be approved by the Board of Estimates.

Additionally, Resolution 10-24 of the Mayor and City Council provided for the following:

Pending enactment of an Ordinance under this subsection Article VI § 11 (B) (2), the Board will set initial thresholds amounts. Those initial amounts will remain in effect until different amounts have been set by Ordinance under this subsection.

**MINUTES**Department of Finance - cont'd

It is the recommendation of Department of Finance that the thresholds be established by the Board of Estimates as follows:

(a) Threshold for contracts that must be formally advertised be set for all expenditures greater than \$50,000.00.

(b) Threshold for contracts that must be approved by the Board be set for all expenditures greater than \$25,000.00.

**RESOLUTION OF THE BOARD OF ESTIMATES OF BALTIMORE CITY FOR  
SETTING INITIAL THRESHOLD AMOUNTS PURSUANT TO CHARTER AMENDMENT  
- PROCUREMENT**

**WHEREAS**, the City Council of Baltimore passed Council Bill 10-0499, "A RESOLUTION OF THE MAYOR AND CITY COUNCIL CONCERNING, Charter Amendment Procurement, on August 9, 2010, which was approved by the Mayor on August 10, 2010; and

**WHEREAS**, the Resolution was intended for the purpose of amending the Baltimore City Charter, 1996 edition, as amended, and establishing new procedures for establishing and modifying certain bid threshold amounts, bid and performance requirements, advertising requirements, award criteria, and other matters governing procurements; and

**WHEREAS**, the proposed Amendment to the Baltimore City Charter was submitted to the legal and qualified voters of Baltimore City, for adoption or rejection in accordance with Article XI-A §5 of the Maryland Constitution, in the form specified by the City Solicitor in a general election held on November 2, 2010, where it was approved by the aforesaid voters; and

**MINUTES**

Department of Finance - cont'd

**WHEREAS**, pursuant to § 11 (B), (2) of the Resolution, pending enactment of an Ordinance under this subsection, the Board of Estimates shall set initial procurement threshold amounts. Those initial procurement amounts shall remain in effect until different amounts have been set by Ordinance under this subsection.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ESTIMATES OF BALTIMORE CITY**, that the following initial dollar thresholds for procurement shall be in effect until such time as the City Council of Baltimore enacts an Ordinance establishing the requisite threshold amounts.

1. As to § 11, (C) - Formal Advertisement, thresholds shall be set for all expenditures of greater than FIFTY THOUSAND DOLLARS (\$50,000.00).

2. As to § 11, (F) - Contracts Subject to Board of Estimates Approval, thresholds shall be set for all expenditures of greater than TWENTY FIVE THOUSAND DOLLARS (\$25,000.00).

3. A copy of this Resolution shall be posted in the Department of Legislative Reference.

**MINUTES**Department of Finance - cont'd

4. This Resolution shall automatically take immediate effect upon the formal certification of the results of the November 2, 2010 general election in Baltimore City by the Board of Election for all procurement which has not yet been advertised, bid or otherwise solicited, as of the date of the adoption of this Resolution.

UPON MOTION duly made and seconded, the Board approved and adopted the aforementioned resolution setting the initial bid threshold amounts pursuant to the procurement charter amendment recently approved by the voters.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |  |             |          |
|--|-------------|----------|
| 1. PROTECHNICAL SOLUTIONS  | \$15,000.00 | Increase |
| Solicitation No. 08000 - Sensidyne Equipment - Department of Public Works - Req. No. P511232 |             |          |

On May 20, 2009, the Board approved the initial award in the amount of \$24,900.00. Due to unexpected flooding in several pumping stations a higher than anticipated usage of this contract was necessary. An increase in the amount of \$15,000.00 is necessary, making the total award amount \$39,900.00.

- |  |            |         |
|--|------------|---------|
| 2. TAPETEL ELECTRONICS   | \$5,801.20 | Low Bid |
| Solicitation No. B50001738 - Headsets - Fire Department - Req. No. R563349 |            |         |

- |  |            |             |
|--|------------|-------------|
| 3. CELLESTIS, INC.   | \$8,653.00 | Sole Source |
| Solicitation No. 08000 - Laboratory Test Kits - Health Department - Req. No. R550709 |            |             |

The vendor is the sole provider of the type kit needed by the Health Department. The period of the award is December 22, 2010 through December 21, 2011, with two 1-year renewals.

- |  |             |         |
|--|-------------|---------|
| 4. SUPREME MEDICAL   | \$14,386.54 | Low Bid |
| Solicitation No. B50001679 - Various Medical Supplies - Health Department - Req. No. R557812 |             |         |

The period of the award is December 22, 2010 through December 21, 2011, with two 1-year renewal options.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- |   |             |             |
|---|-------------|-------------|
| 5. BUREAU OF NATIONAL AFFAIRS,<br>INC.  | \$ 8,771.00 | Sole Source |
| Solicitation No. 08000 - Legal Publications - Department of<br>Housing and Community Development - Req. No. R559157 |             |             |

The vendor is the sole publisher and distributor of the legal government publications, subscriptions, web library, and reports needed.

- |   |             |         |
|---|-------------|---------|
| 6. RECREATION RESOURCE  | \$20,685.00 | Low Bid |
| Solicitation No. B50001707 - Furnish and Install Goal Posts<br>and Bleachers - Department Public Works - Req. No. R559977 |             |         |

- |  |             |         |
|--|-------------|---------|
| 7. HAVIS-SHIELDS<br>EQUIPMENT CORP.  | \$16,549.04 | Renewal |
| Solicitation No. 06000 - OEM Parts for Prisoner Inserts -<br>Department of Public Works - Req. No. R500340 |             |         |

On April 16, 2008, the Board approved the initial award in the amount of \$24,000.00. The award contained two 1-year renewal options at the sole discretion of the City. The period of the renewal is April 10, 2011 through April 10, 2012, with two 1-year renewal options remaining.

- |   |             |         |
|---|-------------|---------|
| 8. HIGHLANDER CONTRACTING<br>COMPANY, LLC   | \$ 9,200.00 | Low Bid |
| Solicitation No. B50001736 - IDF's Copper Installation -<br>Department of Transportation - Req. No. R558208 |             |         |

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
9. MES MARYLAND	\$20,067.00	Low Bid
Solicitation No. B50001731 - Ventmaster Chain Saws and Parts - Fire Department - Req. No. R563484		
10. RENOLD, INC.	\$ 5,288.00	Low Bid
Solicitation No. 07000 - Replacement Parts for Renold Carter Drives - Department of Public Works - Req. No. R562410		
11. FLOW-TECH, INC.	\$ 6,640.00	Low Bid
Solicitation No. B50001744 - Meter Converters - Department of Public Works - Req. No. R563455		

The period of the award is January 12, 2011 through January 11, 2012.

12. MT. OLIVE HOLY EVANGELIST CHURCH	\$ 5,375.20	Sole Source
Solicitation No. 08000 - Leasing of Space at Mt. Olive Holy Evangelistic Church - Department of Housing and Community Development - Req. No. R562566		

To facilitate payment contained in a Memorandum of Understanding between the Mount Olive Holy Evangelist Church and the Department of Housing and Community Development. The period of the award is January 15, 2011 through January 14, 2012.

13. BRAKES NOW, INC.	\$ 8,000.00	Low Bid
Solicitation No. B50001724 - Fabricate Signs and Letters - Department of General Services - Req. No. R562418		

The period of the award is December 22, 2010 through December 21, 2011.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|--|-------------|---------|
| 14. NATIONAL CAPITAL INDUSTRIES, INC.  | \$21,000.00 | Low Bid |
| Solicitation No. B50001748 - Channelizer Drums - Department of Transportation - Req. No. R562498 |             |         |

The period of the award is December 22, 2010 through December 21, 2011.

- |   |              |                                   |
|---|--------------|-----------------------------------|
| 15. HIGHER GROUND INC.  | \$ 40,000.00 | Sole Source/Maintenance Agreement |
| Solicitation No. 08000 - Hardware & Software Maintenance for the Higher Ground Recording System - Mayor's Office of Information Technology - Req. No. R555159 |              |                                   |

The Board is requested to approve and authorize execution of a maintenance agreement with the Higher Ground, Inc. The period of the agreement is December 22, 2010 through December 21, 2015.

This agreement is to procure maintenance of the existing Higher Ground Recording System equipment and software for the call center network. The vendor is the owner of the software and no other vendor is equipped to maintain the software applications.

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

**(FILE NO. 57210)**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|--|-------------|-------------|
| 16. SHERWOOD-LOGAN &<br>ASSOCIATES   | \$71,985.00 | Sole Source |
| Solicitation No. 08000 - Flygt Pump & Mixers - Department of<br>Public Works, Bureau of Water and Wastewater - Req. No.<br>R558974 |             |             |

The vendor is the product manufacturer's sole authorized representative for Maryland for the ITT Flygt products needed.

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

- |  |              |         |
|--|--------------|---------|
| 17. PHYSIO-CONTROL, INC.   | \$114,550.51 | Renewal |
| Solicitation No. 08000 - Lifepak Defibrillator Maintenance -<br>Fire Department - P.O. No. P512807 |              |         |

On April 7, 2010, the Board approved the initial award in the amount of \$114,550.51. The award contained three 1-year renewal options at the sole discretion of the City. The period of the first renewal is January 24, 2011 through January 23, 2012, with two 1-year 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 (d)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|---|--------------|----------|
| 18. HERSEY METERS<br>COMPANY, LLC   | \$100,000.00 | Increase |
| Solicitation No. 08000 - Detector Checks - Department of<br>Public Works, Bureau of Water & Wastewater - P.O. No. P505491 |              |          |

On November 26, 2008, the Board approved the initial award in the amount of \$50,000.00. Subsequent actions have been approved. The Department of Public Works has advised that due to increased usage, an increase in the amount of \$100,000.00 is necessary, making the award amount \$250,000.00.

- |  |              |          |
|--|--------------|----------|
| 19. HERSEY METERS<br>COMPANY, LLC  | \$275,000.00 | Increase |
| Solicitation No. B50001084 - Hersey Meter Repair Parts -<br>Department of Public Works, Bureau of Water and Wastewater -<br>P.O. No. P508652 |              |          |

On June 17, 2009, the Board approved the initial award in the amount of \$350,000.00. The Department of Public Works has advised that due to increased usage, an increase in the amount of \$275,000.00 is necessary, making the award amount \$625,000.00.

**MWBOO GRANTED A WAIVER.**

- |   |              |             |
|---|--------------|-------------|
| 20. ASPEX CORPORATION   | \$110,553.80 | Sole Source |
| Solicitation No. 08000 - Aspex Instrument Maintenance - Police<br>Department - Req. No. R558872 |              |             |

The vendor is the manufacturer and sole provider of maintenance for the scanning Aspex electron microscopes currently in use by the Police Department's crime laboratories.

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

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

## 21. MID-ATLANTIC

WASTE SYSTEMS	N/A	Renewal
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Solicitation No. B50000886 - Roll-Off Container Rehabilitation & Repair - Department of Public Works, Bureau of Solid Waste - P.O. No. P507043

On January 28, 2009, the Board approved the initial award in the amount of \$84,202.05. This is the first of two 2-year renewal options. The renewal is for the period February 2, 2011 through February 1, 2013, with one 2-year renewal option.

**MWBOO GRANTED A WAIVER.**

22. TIDEWATER PRODUCTS,  
INC.

	\$800,000.00	Renewal
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Solicitation No. B50000873 - Polymeric Flocculants, GBT for the Back River Wastewater Treatment Plant - Department of Public Works, Bureau of Water and Wastewater - P.O No. P505943

On December 24, 2008, the Board approved the initial award in the amount of \$758,835.00. This is the second of four 1-year renewal options. The renewal is for the period March 1, 2011 through February 28, 2013, with two 1-year renewal options remaining after this approval.

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- |  |                |                                 |
|--|----------------|---------------------------------|
| 23. FULL CIRCLE SOLUTIONS,<br>INC.   | \$1,230,000.00 | First Amendment<br>to Agreement |
| Solicitation No. 08000 - Integrated Collection Systems (ICS)<br>Upgrades, Licenses and Support Services - Department of<br>Finance, Bureau of Revenue Collections - Req. No. R564454 |                |                                 |

The Board is requested to approve and authorize execution of the first amendment to agreement. The amendment will extend the terms of the amendment through December 31, 2012.

On December 5, 2007, the Board approved the initial award in the amount of \$1,229,282.00. Subsequent actions have been approved. The vendor is the sole provider of this proprietary system and the City's need for upgrades and support continues. The annual requirement is a not-to-exceed amount of \$615,000.00.

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

**(FILE NO. 57210)**

- |   |     |                         |
|---|-----|-------------------------|
| 24. CREATIVE SOFTWARE<br>SOLUTIONS, LLC   | N/A | Assignment<br>Agreement |
| Solicitation No. 06000 - Manage Taxi Card Program - Health<br>Department - Req. No. P514251 |     |                         |

The Board is requested to approve and authorize execution of the assignment agreement with Creative Software Solutions, LLC.

On May 13, 2009, the Board approved the initial award in the amount of \$499,277.84, to MJ Management Services, LLC. Subsequent actions were approved. Creative Software Solutions,

## 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

LLC has acquired the rights, title, obligations, conditions, assets, and interest of several contracts from MJ Management Service, LLC and is requesting assignment of Contract No. 06000. The assignment agreement has been signed by Creative Software Solutions, LLC and MJ Management Services, LLC.

**(FILE NO. 57210)**

25. PSYCHOLOGY CONSULTANTS	\$365,000.00	Renewal
Solicitation No. BP 06050 - Stress Management and Other Psychology Services - Police Department - P.O. P511894		

On January 11, 2006, the Board approved the initial award. Subsequent actions have been approved. This is the final of three 1-year renewal options. The renewal is for the period January 27, 2011 through January 26, 2012.

<b>MBE:</b>	Leonie Brooks, Ph.D.	3.68%
	Edward Wai-Ming Lai, Ph.D.	3.68%
	Dawn Joseph, LCSW-C	2.00%

<b>WBE:</b>	Jody W. Ginsberg, LCSW-C	6.00%
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**MWBOO FOUND VENDOR IN COMPLIANCE.**

26. RUDOLPH'S OFFICE & COMPUTER SUPPLY, INC.	\$100,000.00	Extension & Increase
Solicitation No. B5000100 - OEM and Remanufactured Toner and Ink Cartridges - Agencies Various - Req. Nos. Various		

On June 11, 2008, the Board approved the initial award in the amount of \$200,000.00. Subsequent actions were approved. A new solicitation for this requirement (B50001747) has been advertised with bids due on January 12, 2011. An extension is requested to allow time to evaluate the bids, award a contract, and provide sufficient transition period, if

## 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

required. The period of the increase and extension is December 22, 2010 through February 28, 2011.

**MWBOO SET GOALS OF 5% FOR MBE AND 0% FOR WBE:**

**MBE:** Sutherland Data 5.00%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

27. KENNEDY PERSONNEL		Increase and
SERVICES	\$334,500.00	Renewal
Solicitation No. B50001259 - Provide Nutrition Aide and Lactation Consultant Services - Health Department - Req. No. P.O. P511631		

On December 23, 2009, the Board approved the initial award in the amount of \$184,500.00. The Health Department has experienced increased demand for these services. The Board is requested to increase the current contract by \$75,000.00 and approve the first of four 1-year renewal options at a renewal amount of \$259,500.00, for a total contract amount of \$334,500.00.

**MWBOO SET GOALS OF 15% FOR MBE AND 10% FOR WBE.**

**MBE:** Swift Staffing \$18,314.82 15%

**WBE:** All Pro Placement Service, Inc. 0%

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

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
28. <u>WARNOCK FLEET &amp; LEASING</u>	<u>\$150,000.00</u>	<u>Term Order</u>
Solicitation No. 06000 - Assorted Light Bars & Light Sets - Department of General Services - P.O. No. P511761		

On January 13, 2010, the Board approved the initial cooperative purchase award, in the amount of \$600,000.00, under the State of Delaware Contract 25-800-01G. That contract expires on December 28, 2010. To continue to meet the City's requirements for light bars for emergency vehicles, the contractor has agreed to comply with the terms and conditions of the Delaware contract, in the amount of \$150,000.00, for an additional six-month period while a new solicitation is issued and a contract is awarded. This makes the total contract award \$750,000.00. The period of the term order is December 29, 2010 through June 28, 2011.

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

**MWBOO GRANTED A WAIVER.**

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions. The Board further approved and authorized execution of the agreement with Higher Ground (Item No. 15), the first

## 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

amendment to agreement with Full Circle Solutions, Inc. (Item No. 23), and the assignment agreement with Creative Software Solutions, LLC (Item No. 24). The President **ABSTAINED** on Item Nos. 15, 16, 18-19, and 22.

**MINUTES**

Office of the Inspector General (OIG) - Self-Reporting Program

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Self-Reporting Program for the inclusion in the Administrative Manual.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The foundation of the OIG Self-Reporting Program is to provide a meaningful incentive for contractors and vendors to self-report illegal conduct.

The program is intended to foster an environment that permits contractors, sub-contractors and others doing business (referred to herein after generically as "vendors" with the City to disclose the illegal conduct of its employees in a way that minimizes any negative impact on the vendor as a whole. The City recognizes that the surreptitious actions of individual actors are not always reflective of the vendor as a whole. As such, the City seeks to provide a mechanism for vendors to disclose illegal conduct when discovered and preserve a healthy and positive business relationship.

UPON MOTION duly made and seconded, the Board approved the Self-Reporting Program for the inclusion in the Administrative Manual. This item was DEFERRED until January 12, 2011.

**MINUTES**

Office of the Inspector General (OIG) - Rewards Program

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Rewards Program for the inclusion in the Administrative Manual.

**AMOUNT OF MONEY AND SOURCE:**

\$50,000.00 - Account No. to be determined by BMR

**BACKGROUND/EXPLANATION:**

The funds have been requested as part of the FY'12 budget cycle through the OIG's budget proposal.

The Rewards Program is designed to facilitate actionable information being brought forward and to reward those who are willing to do so monetarily. Central to this program is that a source of information must be eligible to receive a cash reward for disclosing to the OIG information concerning criminal or unlawful activities involving City programs, contractors and personnel.

The OIG cash rewards would be paid to a source for providing substantial information not previously known by the OIG, Comptroller's Office and/or Law Department and leads to a successful prosecutorial effort and/or a substantial monetary recovery by the City.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the Rewards Program for the inclusion in the Administrative Manual.

This item was DEFERRED until January 12, 2011.

MINUTES

PROPOSAL AND SPECIFICATIONS

Bureau of Water and Wastewater - WC 1215, Sidewalk Restorations  
**BIDS TO BE RECV'D: 2/16/2011**  
**BIDS TO BE OPENED: 2/16/2011**

There being no objections, the Board, UPON MOTION duly made and seconded, approved the Proposal and Specifications to be advertised for receipt and opening of bids on the date indicated. The President **ABSTAINED**.

\*\*\*\*\*

PRESIDENT: "There being no more business before the Board, the meeting will recess until bid opening at 12 noon. I would like to thank everyone and wish everyone a healthy and happy holiday. Thank you."

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 agency had issued addenda extending the dates for receipt and opening of bids on the following contracts. There were no objections.

Bureau of Purchases - B50001692, Jones Falls Trail Landscape Projects, Phase IV, FY09  
**BIDS TO BE RECV'D: 01/12/2011**  
**BIDS TO BE OPENED: 01/12/2011**

Bureau of Purchases - B50001701, Pest Control Services  
**BIDS TO BE RECV'D: 01/19/2011**  
**BIDS TO BE OPENED: 01/19/2011**

**MINUTES**

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

Department of Transportation - PB 09828, Renovations to the Benton Building (5<sup>th</sup> & 7<sup>th</sup> Floors) and 6400 Pulaski Hwy. Building

Simon Development and  
Construction Corp  
Total Contracting, Inc.  
\*JLN Construction Services, LLC  
John W. Brawner Contracting  
Co., Inc.  
Mid-Atlantic General Contractors,  
Inc.  
Progressive Contracting Co., Inc.  
\*Micon Construction, Inc.

Bureau of Purchases - B50001725, Supply and Deliver Latex and Natrile Gloves

VWR International, LLC  
Bound Tree Medical, LLC  
Thomas Scientific  
Fastenal Company  
Thermo Fisher Scientific  
Mill Supply Co., Inc.  
FirstLine Gloves, Inc.

\*UPON FURTHER MOTION, the Board found the bids of JLN Construction Services, LLC and Micon Construction, Inc., **NON-RESPONSIVE**, because of the company's failure to submit a complete original bid book as required by the bidding instructions. In addition, the company failed to bid on every bid item as required.

**MINUTES**Bureau of Purchases- B50001730, OEM Parts and Service  
For LTI Ladder Trucks

Fire Line Equipment

Bureau of Purchases- B50001742, Snow Chains and LinksThe Baltimore Auto Supply  
Company  
Salvo Limited Partnership,  
LLLP  
FleetPride, Inc.  
Northern Virginia SupplyBureau of Purchases- B50001746, Hand and Power Tools,  
and Related HardwareSnap-On Industrial  
Hilti, Inc.  
Fastenal Company  
Suburban Sales and Rental Center  
Ferguson  
Applied Industrial Technologies  
Mill SupplyDepartment of Recreation  
and Parks- RP 10821, Cloverdale BasketballAllied Contractors, Inc.  
John W. Brawner Contracting  
Company, Inc.  
JLN Construction Services, LLC  
Mirabile Construction Co., Inc.Department of General  
Services- PB 09829R, Elevator Upgrade and  
Modernization at Courthouse EastStratos Elevator, Inc.  
Delaware Elevator  
Elevator Control Service

MINUTES

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There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, January 12, 2011.

  
JOAN M. PRATT  
Secretary