

**MINUTES****REGULAR MEETING**

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

The meeting was called to order by the President.

President: "I will direct the Board members attention to the memorandum from my office dated July 25, 2011, identifying matters to be considered as routine agenda items together with any corrections and additions that has been noted by the Deputy Comptroller. I will entertain a motion to approve all of the items containing the routine agenda."

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

Comptroller: "Second."

President: "All those in favor say AYE All opposed NAY. The motion carries. The routine agenda has been adopted. As there is no more business before the Board, the meeting will recess until bid opening at 12:00 noon, Thank you."

## MINUTES

BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

A-Connection, Inc.	\$ 234,000.00
American Infrastructure-MD, Inc.	\$336,957,269.00
Work Capacity rating underwritten by blanket guarantee of \$336,957,269.00 from the parent corporation, American Infrastructure, Inc.	
AVA Electric Company	\$ 8,000,000.00
Bay City Construction, Inc.	\$ 1,269,000.00
Calmi Electrical Company, Inc.	\$ 7,812,000.00
Chesapeake Electrical Systems, Inc.	\$ 8,000,000.00
Debra's Grass, Inc.	\$ 3,609,000.00
Delaine Contractors, Inc.	\$ 414,000.00
EQ Northeast, Inc.	\$ 13,635,000.00
Highland Turf, Inc. t/a HTI Contractors	\$ 1,500,000.00
Midasco, LLC	\$ 75,564,000.00
Milton Electric Company	\$ 1,035,000.00
Priceless Industries, Inc.	\$ 8,000,000.00
Stella May Contracting, Inc.	\$ 8,000,000.00

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

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

Baker, Ingram & Associates, Inc.	Engineer
Bhargava International, Inc.	Engineer
KES Engineering, Inc.	Engineer
RJM Engineering, Inc.	Engineer

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

**MINUTES**

Baltimore City Fire Department - Grant Acceptance

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acceptance of the FY12 Waterways Improvement grant from the State of Maryland.

**AMOUNT OF MONEY AND SOURCE:**

\$10,000.00 - 5000-558512-2120-557400-405001 State funds  
\$10,000.00 - 1001-000000-2121-226400-600000 matching general  
funds

**BACKGROUND/EXPLANATION:**

This grant will provide for the purchase of new equipment for the fire/rescue boats and new equipment for the dive team. This is a State grant administered through the Department of Natural Resources Program Open Space. The grant amount is \$10,000.00 with a City match of \$10,000.00.

**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 the acceptance of the FY12 Waterways Improvement grant from the State of Maryland.



## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Real Estate - Option</u>			
1. Carr Industrial Corp.	3001 E. Madison St.	F/S	\$950,000.00

Since 1995 the City on behalf of the Mayor's Office of Employment Development has been leasing the property at 3001 E. Madison Street. The current lease agreement will expire on August 31, 2013. Included in the lease agreement is a clause for the right of purchase should the owner decide to sell the property. In January 2011, the owner notified the City of the decision to sell and the City in turn expressed interest to purchase the property.

The property has an assessed value of \$833,100.00. A third party appraisal was received in the amount of \$1,260,000.00. This appraisal was reviewed by the Department's Appraiser and in his judgment the appraisal was prepared with sufficient facts and analysis to support the value conclusion. After negotiations an agreement was reached for the property in "as is" condition for \$950,000.00.

Funds are available in account no. 1001-000000-1290-156500-608034.

**(FILE NO. 56499)**

Dept. of Housing and Community Development - Options

2. Michele Rouzer	1829 E. Biddle St.	F/S	\$46,200.00
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Funds are available in State Funds, account No. 9910-906416-9588-900000-704040, EBDI Project, Phase II.

**(FILE NO. 56017)**

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD</u> - cont'd			
3. MWK Trust	707 N. Mount St.	G/R \$60.00	\$ 400.00

Funds are available in account no. 9910-907079-9588-900000-704040, Wylie Funeral Home Project.

DHCD - Rescissions and Approval of Option

4. Gloria Matthews	2719 Tivoly Ave.	L/H	\$37,250.00
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On March 16, 2011, the Board approved acquisition of the leasehold interest in 2719 Tivoly Ave., by condemnation, for the amount of \$37,250.00. However, since that time, the owner has agreed to a voluntary settlement. Therefore, the Board is requested to rescind its previous approval and approve the option for the amount of \$37,250.00.

Funds are available in CBDG Funds, account no. 9990-908326-9593-900001-704040, Coldstream Homestead Montebello.

**(FILE NO. 57188)**

Department of Law - Payment of Settlement

5. Wallace & Enid Brooks (previous owners)	903 N. Castle St.	F/S	\$ 4,000.00
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On October 20, 2010, the Board approved the acquisition of the fee simple interest, by condemnation, in 903 N. Castle Street for the amount of \$7,000.00. The previous owners of the property obtained an appraisal that valued the property interest at \$18,000.00. The parties agreed to settle the case for the amount of \$11,000.00. Therefore, the Board is requested to approve payment of the balance in the amount of \$4,000.00 in settlement of this case.

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

Department of Law - cont'd

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

**(FILE NO. 56017)**

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

UPON MOTION duly made and seconded, the Board approved the foregoing options, rescission and approval of an option, condemnations, quick-takes, and payment of settlement. The Comptroller **ABSTAINED** on item no. 3.

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following page:

2407

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>			
1.	<b>\$ 240,555.00</b> 22 <sup>nd</sup> EDF	9910-904115-9600 Constr. Res.	9910-905825-9603 West Side Downtown

This transfer will provide funding necessary to fund the hard and soft cost to reconstruct the property located at 103 W. Lexington Street which is a three story commercial building in the Westside redevelopment project of Baltimore City.

**(FILE NO. 55661)**

Department of Housing and Community Development

2.	<b>\$1,700,000.00</b> 30 <sup>th</sup> CDB FY'12	9910-904983-9587 Reserve Account Demolition Program	
	\$ 850,000.00	-----	9910-909039-9588 Emergency Demolition FY'12
	<u>850,000.00</u> <b>\$1,700,000.00</b>	-----	9910-905056-9588 Planned Demolition FY'12

This transfer will provide funds for the Department's emergency and planned demolition programs for fiscal year 2012.

**MINUTES**

Mayor's Office of Human Services - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a grant agreement with AIDS Interfaith Residential Services, Inc. (AIRS). The period of the agreement is July 01, 2011 through June 30, 2012.

**AMOUNT OF MONEY AND SOURCE:**

\$250,000.00 - 4000-490912-3572-333643-603051

**BACKGROUND/EXPLANATION:**

AIRS will operate and oversee the People On The Move Program. The primary purpose of the program is to provide individuals with HIV/AIDS employment opportunities by gaining expertise in driving passenger vans, obtaining a passenger for hire license and an employment reference. The program will also enable a person living with HIV/AIDS to re-enter the work force in a minimally stressful and less tiring job.

**MWBOO GRANTED A WAIVER**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreement with AIDS Interfaith Residential Services, Inc.

**MINUTES**Department of Audits - Audit Report and Related Audit Digest

The Board is requested to **NOTE** receipt of the following Audit Report and Related Digest:

Audit of the War Memorial Commission for the Fiscal Year Ended June 30, 2010.

The Board **NOTED** receipt of the Audit reports and related Audit Digest.

**MINUTES**Health Department - Agreements

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

CASE MONITOR AGREEMENTS

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

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

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

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

<u>Case Monitor Name</u>	<u>Rate of Pay</u>	<u>Amount</u>
1. <b>WELLTRUST COMPANY, INC.</b>	\$55.00 per case per month	<b>\$ 49,500.00</b>

Services will be provided in Montgomery County. The case monitor will review and/or revise the plan at least every 60 days or more often if necessary, and supervise personal care providers.

Account: 4000-426212-3110-603018

## MINUTES

Health Dept. - cont'd

<u>Case Monitor Name</u>	<u>Rate of Pay</u>	<u>Amount</u>
2. <b>WELLTRUST COMPANY, INC.</b>	\$45.00 per case per month	<b>\$ 99,900.00</b>

Welltrust Company, Inc. has received a waiver to increase its caseload to 185 cases.

3. <b>M. HELENE ROEHM, R.N.</b>	\$45.00 per case per month	<b>\$ 59,400.00</b>
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Ms. Roehm has received a waiver to increase her caseload to 110 cases.

4. <b>GWENDOLYN DELORES JACOBS, INC.</b>	\$45.00 per case per month	<b>\$ 81,000.00</b>
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Ms. Jacobs has received a waiver to increase her caseload to 150 cases.

5. <b>KARIB SERVICES, INC.</b>	\$55.00 per case per month	<b>\$188,100.00</b>
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Karib Services, Inc., has received a waiver to increase its caseload to 285 cases.

6. <b>TRULIFE HEALTH SERVICES, LLC</b>	\$45.00 per case per month	<b>\$121,500.00</b>
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Trulife Health Services, LLC has received a waiver to increase its caseload to 225 cases.

7. <b>MILDA PRIMROSE LEWIS, INC.</b>	\$45.00 per case per month	<b>\$ 94,500.00</b>
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Milda Primrose Lewis, Inc., has received a waiver to increase its caseload to 175 cases.

8. <b>ALICE A. ROSS, R.N.</b>	\$45.00 per case per month	<b>\$ 40,500.00</b>
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Account: 4000-426212-3110-306800-603018

## MINUTES

Health Department - cont'd

AGREEMENTS

	<u>Rate of Pay</u>	<u>Amount</u>
9. <b>MARY SNYDER-VOGEL, LCSW-C</b>	\$55.00/hr. @ 9 hrs./week	<b>\$24,750.00</b>

Account: 4000-422412-3021-579200-603018

Ms. Snyder-Vogel will provide targeted clinical case management and mediation services to the children and families served by the Department's Division of Healthy Homes and Communities. The period of the agreement is July 1, 2011 through June 30, 2012.

10. <b>MICHAEL R. BAUM, Ph.D</b>	\$200.00 comprehensive psychological evaluation and \$50.00 review of a psychological evaluation	<b>\$20,000.00</b>
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Account: 4000-425512-3110-306700-603018

The consultant will perform on-site Pre-Admission Screening and Resident Reviews for Baltimore City residents referred for nursing home placements and on-site psychological evaluations of clients in nursing homes. In addition, he will submit a written evaluation report to the Department's Adult Evaluation and Review Services Program (AERS), delineating the treatment plan for each AERS client/patient.

The period of the agreement is July 1, 2011 through June 30, 2012.

## MINUTES

Health Department - cont'd11. **UNIVERSITYCARE, LLC** **\$86,400.00**

Account:	4000-436210-3250-319300-607001	\$38,400.00
	4000-436211-3255-316200-404001	\$48,000.00

The organization will operate a community-based screening outreach program focusing on individuals who are 50 years and older, especially those who are uninsured or underinsured. The program will be based on a holistic health education model and will promote preventive health services. The organization will also provide personnel and offer services at the Waxter Senior Center, and other locations, outside agencies, organizations, and institutions in the field of aging and health. The period of the agreement is July 1, 2009 through September 30, 2011.

This agreement is late because during the transition between the Commission on Aging and Retirement Education and the Health Department, it was discovered that the FY'10 agreement was never processed. The whole process which began in April 2011 involved several revisions to the scope of work and meetings with the provider. It was signed by the provider and returned to the Department on June 23, 2011.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MWBOO GRANTED A WAIVER.**

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

## MINUTES

Health Department - Agreements**ACTION REQUESTED OF B/E:**

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

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM

- |   |        |
|---|--------|
| 1. DEPARTMENT OF EDUCATION, DIVISION OF<br>REHABILITATION SERVICES/WORKFORCE AND<br>TECHNOLOGY CENTER     | \$0.00 |
| 2. HOUSING AUTHORITY OF BALTIMORE CITY/<br>BERNARD E. MASON APARTMENTS                                    | \$0.00 |
| 3. HOUSING AUTHORITY OF BALTIMORE CITY/<br>OFFICE OF RESIDENT SERVICES/OUR<br>HOUSE FAMILY SUPPORT CENTER | \$0.00 |
| 4. HOUSING AUTHORITY OF BALTIMORE CITY/<br>WYMAN HOUSE  | \$0.00 |
| 5. PEOPLE'S COMMUNITY HEALTH CENTER, INC./<br>YORKWOOD FAMILY HEALTH CENTER                               | \$0.00 |

The above-listed organizations will serve as host agencies for the Senior Community Service Employment Program. This program provides part-time work experience or volunteer service opportunities for persons, aged 55 years or older, with no upper age limitation. The placement of Senior Citizen Aides in non-profit or governmental agencies will allow those agencies to provide services that would otherwise not be available because of the lack of funds. The period of the agreement is July 1, 2011 through June 30, 2012.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the above-listed agreements. The President **ABSTAINED** on item nos. 2-4.

MINUTES

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

\* \* \* \* \*

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

2416

All of the EWOs had been reviewed and approved  
by the

Department of Audits, CORC,  
and MWBOO, unless otherwise indicated.

The Transfers of Funds was approved  
SUBJECT to receipt of favorable a 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. 4.

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 #001, \$4,320.00 - TR 04303, Resurfacing Harford Rd. from North Ave. to Chesterfield Ave.  


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\$4,923,609.15	-	M. Luis Construc-	75	-
		tion Co., Inc.	days	
  
2. EWO #001, \$235,840.48 - TR 09011, Reconstruction of Lexington St. from Park Ave. to Liberty St.  


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\$ 736,520.43	-	Monumental Paving	-	-
		& Excavating, Inc.		

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$235,840.48	9950-904324-9528	9950-903324-9527-2
MVR	Constr. Reserve Harbor East	Contingencies - Reconstruction of Lexington St. from Park Ave. to Liberty St.

Bureau of Water and Wastewater

4. EWO #003, \$796,920.00 - S.W.C. 7761, Drainage Repairs and Improvements at Various Locations  


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\$ 453,076.42	\$1,058,000.00	Monumental Paving	180	46%
		& Excavating, Inc.		

**MINUTES**

Mayor's Office of Neighborhoods - Cash Donation

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a cash donation to the Baltimore City Foundation for activities related to the International Festival. The festival will be held on August 6 - 7, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$20,000.00 - 1001-000000-3540-326400-603026

**BACKGROUND/EXPLANATION:**

The Office of Civil Rights and Wage Enforcement is responsible for producing the City's International Festival. The donation will fund the International Festival operating and activities costs.

The 2011 International Festival will be held at the Poly Western High School Complex. These funds are provided annually to support the festival.

**APPROVED FOR FUNDS BY FINANCE.**

The above item was **WITHDRAWN**.

**MINUTES**

Mayor's Office - Governmental/Charitable  
Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a governmental/charitable solicitation application that has been approved by the Board of Ethics of Baltimore City for the 2011 Mayor's Annual Back to School Rally. The period of the campaign will be effective upon Board approval through August 31, 2011.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The Board of Ethics of Baltimore City approved the application on July 12, 2011. The Mayor's Office will solicit donations to help pay for event costs. The solicitations are for donations of goods, services and financial support.

The Back to School Rally will be held on Tuesday August 23, 2011 at the City's School Headquarters Building, 200 E. North Avenue. This event has been held for a decade and will feature informational booths and resources, music, live entertainment, motivational speeches and more to invigorate students and to provide parents with the tools needed to prepare for a successful school year.

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

**(FILE NO. 57133)**

UPON MOTION duly made and seconded, the Board approved and endorsed the governmental/charitable solicitation application

## MINUTES

Mayor's Office

that has been approved by the Board of Ethics of Baltimore City for the 2011 Mayor's Annual Back to School Rally. The Mayor

**ABSTAINED.**

**MINUTES**

Mayor's Office of Minority & Women - Camden Yards Sports Complex  
Owned Business Development Parking Lot Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Camden Yards Sports Complex Parking Lot Agreement with the Central Parking System. The period of the agreement was June 20, 2011 through July 5, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$25,000.00 - 1001-000000-1250-152802-603013

**BACKGROUND/EXPLANATION:**

The Mayor and City Council of Baltimore will disburse to the Central Parking System \$25,000.00 on or before August 3, 2011, for the use of Parking Lots B & C at the Camden Yards Sports Complex for services and equipment that were necessary for the 2011 African American Festival.

The 2011 African American Festival was held on Saturday, July 2 and Sunday, July 3, 2011 on Parking Lots B & C at the Camden Yards Sports Complex.

The 2011 African American Festival was a celebration of the cultural heritage and diversity of Baltimore's African Americans and their descendants. Over the last 30 years it has been the largest African American festival on the east coast.

A deposit check in the amount of 10% (\$2,500.00) of the total fee was paid on June 24, 2011 for security for the City/African American Festival's obligation to restore and clean the lots. This amount will be refunded upon their completion of their obligations under the agreement to the complete satisfaction of the Central Parking System and Maryland Stadium Authority.

**APPROVED FOR FUNDS BY FINANCE.**

**(FILE NO. 55321)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Camden Yards Sports Complex Parking

**MINUTES**

Mayor's Office of Minority & Women - cont'd  
Owned Business Development

Lot Agreement with the Central Parking System. The Mayor

**ABSTAINED.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- |   |             |             |
|---|-------------|-------------|
| 1. GOTTLIEB & WERTZ, INC.   | \$27,500.00 | Sole Source |
| Solicitation No. 08000 - Maintenance and Support - Health Department - Req. No. R548598 |             |             |

The vendor is the sole provider of the case management system in use in the Circuit Court and is the only vendor who can supply maintenance and support. The period of the award is August 1, 2011 through June 30, 2012.

- |  |             |         |
|--|-------------|---------|
| 2. NATIONAL CAPITAL INDUSTRIES   | \$60,000.00 | Low Bid |
| Solicitation No. B50002019 - Variable Message Boards - Department of Transportation - Req. No. R577655 |             |         |

- |  |              |         |
|--|--------------|---------|
| 3. ACME PAPER & SUPPLY CO.   | \$ 30,000.00 | Renewal |
| Solicitation No. B50001136 - Paper and Soap Supplies for the Baltimore Convention Center - Convention Center - P510744 |              |         |

On September 16, 2009, the Board approved the initial award in the amount of \$52,562.50. The award contained two 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$30,000.00 is for the period September 13, 2011 through September 12, 2012, with no renewal options remaining.

**MWBOO GRANTED A WAIVER.**

- |   |              |                           |
|---|--------------|---------------------------|
| 4. ANCHOR SOFTWARE, LLC   | \$ 50,000.00 | Sole Source/<br>Agreement |
| Solicitation No. 08000 - Perpetual Licenses Agreement - Department of Public Works, Office of the Director - Req. No. R562461 |              |                           |

The Board is requested to approve and authorize execution of an agreement with Anchor Software, LLC. The period of the agreement is effective upon Board approval for five years.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The vendor is the exclusive provider of MaxCass and SuiteLink software applications used for the Public Works postage and water metering systems.

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

**(FILE NO. 57210)**

- |   |              |         |
|---|--------------|---------|
| 5. CROVATO PRODUCTS<br>& SERVICES   | \$ 50,000.00 | Renewal |
| Solicitation No. 08000 - Chemicals for BG Automatic<br>Transmissions Machine - Department of General Services - P.O.<br>No. P504171 |              |         |

On October 1, 2008, the Board approved the initial award in the amount of \$24,000.00. The award contained two 1-year renewal options. On May 10, 2010, the City Purchasing Agent approved an increase in the amount of \$12,000.00. On July 14, 2010, the City Purchasing Agent approved an increase in the amount of \$50,000.00. This renewal in the amount of \$50,000.00 is for the period October 1, 2011 through September 30, 2012, with one 1-year renewal option remaining.

- |   |              |          |
|---|--------------|----------|
| 6. PATUXENT MATERIALS,<br>INC.  | \$200,000.00 | Increase |
| Solicitation No. B50000861 - Pea Gravel - Department of Public<br>Works, Bureau of Solid Waste - P.O. No. P506527 |              |          |

On December 17, 2008, the Board approved the initial award in the amount of \$88,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This increase in the amount of \$200,000.00 is necessary due to increased use of this contract. This increase in the amount of \$200,000.00 will make the award amount \$460,000.00.

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

## 7. POINT BLANK BODY

ARMOR, INC.	\$100,000.00	Extension
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Solicitation No. 06000 - Body Armor - Police Department - P.O. No. P516430

On March 3, 2011, the Board approved the initial award in the amount of \$250,000.00. Subsequent actions have been approved. Due to personnel changes at the Police Department, the specifications for a new contract have not yet been finalized. This extension in the amount of \$100,000.00 is needed to allow time to issue a new solicitation and put a new contract in place. This extension is for the period July 31, 2011 through September 30, 2011.

**MWBOO GRANTED A WAIVER.**

## 8. COURTSMART DIGITAL

SYSTEMS, INC.	\$231,377.70	Sole Source
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Solicitation No. 08000 - CourtSmart Maintenance Service - Circuit Court - Req. No. R580689

The CourtSmart digital recording system is currently in use at the Mitchell Courthouse, Courthouse East, and the Department of Juvenile Services buildings. CourtSmart is the sole proprietor of the digital recording system and software and no other vendor can provide the maintenance required for proper functioning of the system.

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 equipment and/or service is recommended.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

9. REVIERA ENTERPRISES, INC. (REI/DRAYCO)	\$ 0.00	Extension
Solicitation No. B50000522 - Provide Drain Cleaning Services - Agencies - Various - P.O. No. P503681		

On August 13, 2008, the Board approved the initial award in the amount of \$924,843.00. The contract contains a two year renewal option. However, the vendor is not recommended for the full renewal term due to its failure to meet MBE/WBE goals. Because contracts of this type take about three months, on average to solicit and award, an extension of the existing contract is needed to maintain continuity of services until a new contract is put in place. The period of the extension is August 1, 2011 through October 31, 2011.

**MWBOO SET GOALS OF 23% MBE AND 7% WBE.**

**MBE:** Pipeline Investigations, Inc. 0%

**WBE:** All-Pro Placement Services 0%

**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

10. SHANNON BUSINESS SYSTEMS, INC.	\$ 12,037.20	Extension
Solicitation No. 06000 Postage Meter System Lease - Comptroller's Office - P.O. No. P200258		

On September 14, 2005, the Board approved a 60 month lease for three mailing meters which will expire July 31, 2011. This extension in the amount of \$12,037.20 is necessary for training and a transition period for new meter equipment that will be procured under a Maryland State contract. The period of the extension is August 1, 2011 through September 30, 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

- |                     |              |          |
|---------------------|--------------|----------|
| 11. MJM INNOVATIONS | \$375,000.00 | Increase |
|---------------------|--------------|----------|
- Solicitation No. B50001205 - Management Services for Eating Together in Baltimore Program - Baltimore City Health Department, CARE Services - P.O. No. P513772

On May 12, 2010, the Board approved the initial award in the amount of \$496,860.00. This increase in the amount of \$375,000.00 is necessary to provide funding for Fiscal Year 2012 and will make the total award amount \$871,860.00. The contract expires May 31, 2013.

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

<b>MBE:</b> Sue Ann's Office Supply	0.43%
Forum Caterers	0.00%
<b>WBE:</b> Curry Printing & Copy Center	0.67%
Jodi M. Stappler, CPA	1.51%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

- |  |              |          |
|--|--------------|----------|
| 12. AMAZING SECURITY AND INVESTIGATIONS, LLC | \$ 66,808.00 | Increase |
|--|--------------|----------|
- Solicitation No. B50001173 - Providing Non-Uniformed Armed Security Guards - Health Department - P.O. No. P511351

On November 25, 2009, the Board approved the initial award in the amount of \$155,000.00. Subsequent actions have been approved. The initial Board approval contained funding for the first year of the two-year contract term. This increase in the amount of \$66,808.00 is necessary to fund the remainder of the initial contract period and will make the total award amount \$252,396.52.

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

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- |  |              |           |
|--|--------------|-----------|
| 13. RUDOLPH'S OFFICE &<br>COMPUTER SUPPLY, INC.  | \$150,000.00 | Extension |
| Solicitation No. B50000100 - OEM and Remanufactured Toner and Ink Cartridges - Agencies - Various - P.O. No. P502697 |              |           |

On June 11, 2008, the Board approved the initial award in the amount of \$200,000.00. Subsequent actions have been approved. On March 23, 2011, the Board rejected all bids for a replacement contract B50001747 and on March 30, 2011 granted an extension of the current contract. A new solicitation has been issued for this requirement (B50002025) with bids due August 10, 2011. This additional extension is requested to allow time to evaluate the bids and provide a sufficient transition period, if required. However, if a new contract is in place before October 10, 2011, this extension will be terminated. This extension in the amount of \$150,000.00 is for the period July 31, 2011 through October 10, 2011.

**MWBOO SET GOALS OF 5% MBE AND 0% WBE.**

**MBE:** Sutherland Data                      5%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## 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>		
	<u>1<sup>st</sup> Call</u>	<u>2<sup>nd</sup> Call</u> <u>3<sup>rd</sup> Call</u>
14. 1ST CHOICE STAFFING AGENCY, LLC	#8, 9, 18, 19	#10    none
ABACUS	none	#5, 6    none
AMERICA ON DEMAND OF MD, INC.	#1, 2, 3, 4, 7	none    none
NEC STAFFING SERVICES	#5, 6, 10, 11, 20	#1, 2, 3, 4, 7, 12    none
OBVERSE, INC.	#15	#14, 19    none
TOWNSEND CAREERS, LLC	#12, 13, 17	#11, 16, 18, 20    none
TRUSTWORTHY STAFFING SOLUTIONS	#14, 16	#13, 15, 17    none
EXCEL STAFFING & PERSONNEL SERVICES	none	#8, 17    #16
DEPENDABLE NURSING SERVICES	none	none    #17
ARBOR E&T, LLC, d/b/a/ CARE RESOURCES	none	none    #17 (4 <sup>th</sup> Call)

N/A

Renewal/Extension

Solicitation No. B50001026 - Provide Temporary Personnel - Various Agencies - P.O. Nos. Various

On July 29, 2009, the Board approved the initial award for the amount of \$5,000,000.00. On September 2, 2009, the Board approved two additional vendors for this contract. On April 28, 2010, the Board approved the first increase for the amount of \$11,105,000.00. On May 12, 2010, the Board approved additional vendors for item 3 with no increase.

## 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 - cont'd

The Board is requested to approval a renewal to extend this contract for the period of August 01, 2011 through October 31, 2011 to allow time to complete MBE/WBE compliance reviews for all vendors, and to develop a plan to replace those firms that have been found non-compliant before exercising the first two-year renewal option for this contract.

**MWBOO SET MBE AND WBE GOALS AT 15% ON 03/24/09.**

Compliance reviews are still pending for some vendors on this contract and will be provided before any further extension of this contract.

UPON MOTION duly made and seconded, the Board approved the foregoing informal awards, renewals to contracts and increases and extensions to contracts. The Board also approved and authorized execution of an agreement with Anchor Software, LLC. (item no. 4.). The Mayor **ABSTAINED** on item no. 3.

**MINUTES**

Police Department - Grant Award Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a grant award agreement with the Maryland Emergency Management Agency (MEMA). The period of the agreement is April 1, 2009 through December 31, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$194,000.00 - 4000-469311-2023-212600-600000

**BACKGROUND/EXPLANATION:**

This grant award agreement will provide funding for the 2009 Buffer Zone Protection Program. The funds will be used to purchase equipment and conduct planning activities to protect, secure, and reduce vulnerabilities of identified critical infrastructure and key resource sites.

The grant award agreement is late because it was just received by the Department.

**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 Maryland Emergency Management Agency.

## MINUTES

Police Department - Grant Award Agreements

The Board is requested to approve and authorize execution of the various grant award agreements with the Governor's Office of Crime Control and Prevention (GOCCP). The period of the agreement is July 1, 2011 through June 30, 2012.

1. **VIOLENCE PREVENTION INITIATIVE** **\$ 738,427.00**

Account: 5000-509912-2252-690700-600000

The Department has received a grant from the GOCCP for the Violence Prevention Initiative. This program focuses on reducing violent and gun offenders, and through targeted law enforcement in high crime areas within the City. Under the program, the Mayor's Office of Criminal Justice works closely with the Police Department, Parole and Probation, Juvenile Services, the State's Attorney, Housing and Community Development, and community partners to implement a comprehensive strategy for reducing violent and nuisance crime.

2. **PROTECTIVE ORDER ENTRY/SERVICE PROGRAM** **\$ 34,325.00**

Account: 5000-516012-2013-201300-600000

The Department has received a grant from the GOCCP for the Ex Parte/Protective Order Entry Service Program. The program is designed to increase the efficiency and effectiveness of ex parte/protective order data entry service, and to reduce the intolerably high occurrence of domestic violence. This is achieved through the service of contractual administrative assistants, who provide data entry and coordinate the overall operation of the program, while police officers work on an overtime basis to increase the numbers of orders served. This program services all victims of domestic violence in Baltimore City who have sought ex parte/protective orders.

## MINUTES

Police Department - cont'd

3. **MONITORING SUPPORT PROGRAM** **\$ 185,456.00**

Account: 5000-510012-2013-688600-600000

The BPD's Sex Offender Management and Compliance Program tracks the compliance of local sex offenders who are required to register/re-register with the Maryland Sex Offender Registry Unit. In addition it provides funding for support staff to work in an overtime capacity as well as procure the necessary equipment needed to prevent future victimization of the City's children. This program's goal is to ultimately decrease and provide overtime funding to assist with the duties of sex offender registration, compliance verification, and enforcement.

**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 various grant award agreements with the Governor's Office of Crime Control and Prevention.

**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 Southeast Community Development Corporation (Association). The period of the MOU is effective upon Board approval for two years.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

This MOU will establish a framework for the installation of intersection art in the intersection of East Avenue and Eastern Avenue (North Leg), Bank Street and Conkling Street (South Leg), and Eastern Avenue and Conkling Street (North Leg), Gough Street and Conkling Street (West Leg), at the sole cost of the Association.

The Association will perform ongoing maintenance of all aspects of the project.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with the Southeast Community Development Corporation.

**MINUTES**

Department of Transportation - Traffic Impact Study Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a traffic impact study (TIS) agreement with Energy Answers International, LLC. The period of the agreement is effective upon Board approval and termination will be deemed in writing by the Department.

**AMOUNT OF MONEY AND SOURCE:**

\$50,940.40

**BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 06-345, approved on November 11, 2006, requires a TIS before permits may be approved for projects, as determined by the Director of the Department of Transportation.

The cost of the TIS will be covered under Project No. 1059, On-Call Agreement with Vanasse Hangen Brustlin, Inc. which was approved by the Board on December 12, 2007.

A TIS is necessary for the development of the parcel at the Fairfield Renewable Energy/Industrial Park PUD at 1701 E. Patapsco Ave., where the applicant has applied or intends to include the proposed build out of approximately 1.7 million square feet "Echo-Industrial Park".

**MBE/WBE PARTICIPATION:**

N/A

**(FILE NO. 57225)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the traffic impact study agreement with Energy Answers International, LLC.

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

The Board is requested to approve task assignment no. 002, with STV, Inc. for Project No. 1113, On-Call Consultant Services Federal Aid Resurfacing and Reconstruction.

**AMOUNT OF MONEY AND SOURCE:**

\$182,472.00 - 9950-902398-9508-900010-703032

**BACKGROUND/EXPLANATION:**

This authorization provides for concept design in connection with Martin Luther King, Jr. (MLK) Boulevard and Howard Street intersection reconfiguration as part of the State Center Redevelopment Project.

The Consultant will comply with Title 49 Code of Federal Regulations Part 26 (49CFR26) and the DBE goal established in the original agreement.

**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>
\$160,619.36	9950-902921-9509	9950-902398-9508-3
Federal	Constr. Reserve	Design & Studies
	Interstate Access	Widening of MLK Blvd.

This transfer will provide funds to cover costs associated with the award of Task No. 2, Project No. 1113 to STV, Inc. for concept design in connection with MLK Jr. Blvd. and Howard St. Intersection reconfiguration as part of the State Center Redevelopment project.

UPON MOTION duly made and seconded, the Board approved task

**MINUTES**

Department of Transportation - cont'd

assignment no. 002, with STV, Inc. for Project No. 1113, On-Call Consultant Services Federal Aid Resurfacing and Reconstruction. The transfer of funds was approved SUBJECT to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the Provisions of the City Charter.

**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 to the Minor Privilege Regulations of the Board and the Building Regulations of Baltimore City.

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	1901 N. Charles Street	CRP South Charles OP, LLC	Two 4" conduits @ 9' each
	Annual Charge: \$63.00		
2.	1501 Washington Boulevard	Maryland Transit Administration	Four 6" conduits @ 264 lf
	Annual Charge: \$925.00		
3.	319 W. Lexington Street	Max Properties, Inc.	One single face electric sign 118.25 sq. ft.
	Annual Charge: \$662.20		
4.	1600 Guilford Avenue	East Coast Electric, Inc.	Two 4" conduits @ 10'
	Flat Charge: \$70.00		
5.	1513 W. Baltimore Street	Meng Xiong Wang	One awning w/signage 18" x 4'
	Annual Charge: \$245.70		
6.	1443 Washington Boulevard	Rebuild America, Inc.	One set of steps 9' x 4'
	Flat Charge: \$35.20		

## MINUTES

DGS - cont'd

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
7.	2324 Boston Street	Smyrnioudis Brothers, LTD	One cornice sign 10' x 4'
	Annual Charge: \$140.60		
8.	1201 N. Charles Street	1201 N. Charles Associates, LLC	Two 5" conduits @ 92' each
	Annual Charge: \$1,288.00		
9.	3200 W. North Avenue	Signet Bank/ Maryland	Five awnings 2½' x 5' w/signage Two banner signs 1½' x 10'
	Annual Charge: \$668.30		

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

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

## MINUTES

Department of General Services - Sub-grant Agreements

The Board is requested to approve and authorize execution of the sub-grant agreements with the various community non-profit organizations. The period of the agreement is effective upon Board approval for one year.

- |    |  |                    |
|----|--|--------------------|
| 1. | <b>EPISCOPAL HOUSING CORPORATION</b>   | <b>\$ 375.00</b>   |
| 2. | <b>INDEPENDENT DIALYSIS FOUNDATION</b> | <b>\$ 6,000.00</b> |
| 3. | <b>CENTRO DE LA COMUNIDAD, INC.</b>    | <b>\$ 595.00</b>   |

Account: 9916-913900-9197-910013-703032

Under the terms of the sub-grant agreements the community non-profits will conduct energy audits at its facilities. The non-profits will hire professional auditors to study, evaluate and prioritize energy saving upgrades and retrofits on the buildings. These recommendations can then be used as documentation in subsequent grant applications for the funds to implement such improvements.

- |    |                                       |                     |
|----|---------------------------------------|---------------------|
| 4. | <b>BALTIMORE MUSEUM OF INDUSTRY</b>   | <b>\$ 9,000.00</b>  |
| 5. | <b>PARK HEIGHTS RENAISSANCE, INC.</b> | <b>\$ 25,000.00</b> |
| 6. | <b>CIVIC WORKS, INC.</b>              | <b>\$ 21,450.00</b> |
| 7. | <b>CARE COMMUNITY ASSOC., INC.</b>    | <b>\$ 14,856.00</b> |
| 8. | <b>OYO TRADITIONS, INC.</b>           | <b>\$ 14,159.00</b> |

Account: 9916-913900-9197-910013-703032

Under the terms of the sub-grant agreements the community non-profits will provide community outreach that will inform the public sector of ways to improve energy efficiency. The Department and the Department of Planning Office of Sustainability have worked in collaboration to critically review

**MINUTES**

Department of General Services - cont'd

applications for education and outreach awards.

**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 sub-grant agreements with the various community non-profit organizations. The Mayor

**ABSTAINED** on item no. 5.

**MINUTES**

Department of General Services - Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Consultant Agreement with Bovaro Partners, LLC. The period of the consultant agreement is effective upon Board approval for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$90,000.00 - 9916-9139000-9197-910025-703032

**BACKGROUND/EXPLANATION:**

Bovaro Partners, LLC will conduct financial advisory analysis for renewable energy and real property projects. The firm will also investigate the inventory, management, disposal, and related financial issues concerning the City's biomass, including wood waste, leaves, and manure. A business analysis report with recommendations will be produced.

**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 Consultant Agreement with Bovaro Partners, LLC.

**MINUTES**

Department of General Services - Developer's Agreement No.1194A

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of developer's agreement no. 1194A with 1111 Light Street, LLC, developer.

**AMOUNT OF MONEY AND SOURCE:**

\$59,235.00

**BACKGROUND/EXPLANATION:**

The developer would like to install new water service to its proposed construction located at 1111 Light Street. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

An Irrevocable Letter of Credit in the amount of \$59,235.00 has been issued to 1111 Light Street, LLC, which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the developer's agreement no. 1194A with 1111 Light Street, LLC, developer.

**MINUTES**

Department of General Services - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a grant agreement with The John Hopkins University (JHU). The period of the agreement is effective upon Board approval for three years.

**AMOUNT OF MONEY AND SOURCE:**

\$158,985.00 - 9916-911015-9197

**BACKGROUND/EXPLANATION:**

The City was awarded a grant of \$190,500.00 from the U.S. Environmental Protection Agency (EPA) Climate Showcase Program. The Department will contract with the JHU on a joint project funded by the EPA's Climate Showcase Community Program.

The JHU will train and have students conduct energy audits of non-profit agencies located in the City. The City will coordinate and justify costs with the EPA, and solicit and coordinate participation of non-profit organizations in the project.

The total project cost is \$287,534.00, the JHU will match its \$158,985.00 grant amount with \$69,338.00 worth of in-kind services and the City will match its \$31,515.00 grant amount with \$27,696.00 worth of in-kind services. The Department's Energy Office and the Office of Sustainability will coordinate the project with the JHU.

This project is the central part of the EPA Climate Showcase Community grant, approved by the Board on April 20, 2011. Approximately 90 non-profit organizations will receive energy audits over a three year period. Support from this project will allow the non-profits to reduce energy use and related expenses,

## MINUTES

Department of General Services - cont'd

allowing them to direct more resources to providing services to the citizens of Baltimore.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the grant agreement with The John Hopkins University. The President **ABSTAINED**.

**MINUTES**

Bureau of Water and Wastewater - Reduction of Retainage Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a reduction of retainage agreement with Environmental Quality Resources, for Contract ER 4017R, Urgent Needs Environmental Restoration.

**AMOUNT OF MONEY AND SOURCE:**

\$20,622.56 - 9958-903993-9525-000000-200001

**BACKGROUND/EXPLANATION:**

Work on Contract No. ER 4017R was substantially completed on September 1, 2010, and the contractor has requested a partial release of retainage in the amount of \$20,622.56. The City holds funds in the amount of \$28,240.91. The remaining \$7,618.35 is sufficient to protect the interests of the City.

**MBE/WBE PARTICIPATION:**

The Contractor will comply with goals of 12% WBE and 3% WBE respectively established in the original agreement.

**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 reduction of retainage agreement with Environmental Quality Resources, for Contract ER 4017R, Urgent Needs Environmental Restoration. The President **ABSTAINED**.

**MINUTES**

Bureau of Water and Wastewater - Amendment to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an amendment to agreement with Gannett Fleming, Inc., for Project No. WC 1164, Towson Finished Water Reservoir Cover, Post Award Services. The amendment will extend the agreement through November 14, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$33,441.73 - Baltimore City  
53,239.78 - Baltimore County  
\$86,681.51 - 9960-903709-9557-900020-703032

**BACKGROUND/EXPLANATION:**

On September 15, 2010, the Board approved the agreement for Post Award Services with the Consultant, in the amount of \$2,735,408.67, for four years.

The Consultant provided various engineering services to support construction inspection and administration activities. Under this amendment the Consultant will evaluate various options to install a new standby diesel generator and to replace the existing electrical substation at Towson Pumping Station.

The emergency generator is required to back up the two on-site pumping stations in the event of a power failure. The electrical substation is at the end of its lifetime and partially damaged by impounded storm water. The services include electrical analysis on the switchgear, transformers, and the generator as well as preparation of a report detailing the comparison of eight alternatives with regard to their life cycle cost, technical characteristics, and construction feasibility.

**MINUTES**

BW&WW - cont'd

**MBE/WBE PARTICIPATION:**

The Consultant will continue to comply with the goals established under the original agreement.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to agreement with Gannett Fleming, Inc., for Project No. WC 1164, Towson Finished Water Reservoir Cover, Post Award Services. The President **ABSTAINED**.

**MINUTES**

Department of Housing and                    - Land Disposition Agreement  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Land Disposition Agreement with Tadesse & Associates, Inc. (Tadesse & Associates) developer, for the sale of a vacant lot located at 44 South Poppleton Street.

**AMOUNT OF MONEY AND SOURCE:**

\$5,000.00 - Sale price

**BACKGROUND/EXPLANATION:**

A good faith deposit of \$1,000.00 has already been received from Tadesse & Associates. Tadesse & Associates will pay the City a total of \$4,000.00 for the 44 South Poppleton Street property at the time of settlement.

The project will consist of the conversion of this vacant lot into a three story single family home for homeownership. Tadesse & Associates plans to invest approximately \$119,942.00 into this project. Once transferred and redeveloped, the property will be active on the tax roles of the City thereby preventing tax abandonment.

The City will convey all of its rights, title, and interest to Tadesse & Associates, Inc. for the property known as 44 South Poppleton Street at the price of \$5,000.00.

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

Pursuant to the appraisal policy, the property was priced at \$5,000.00, by performing a valuation waiver.

**MINUTES**

DHCD - cont'd

**MBE/WBE PARTICIPATION:**

It should be noted that the aforementioned property is not subject to Article V, Subtitle 28 of the Baltimore City Code because the property will be sold for less than \$25,000.00.

**(FILE NO. 56358)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Tadesse & Associates, Inc., developer, for the sale of a vacant lot located at 44 South Poppleton Street.

**MINUTES**

Mayor's Office of Employment Development - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from the United States Department of Labor, Employment, and Training. The period of the grant award is July 01, 2011 through December 31, 2013.

**AMOUNT OF MONEY AND SOURCE:**

\$1,462,226.00 - 4000-806512-6331-456000-404001

**BACKGROUND/EXPLANATION:**

The purpose of the grant is to provide juvenile offenders, ages ranging from 18 through 24, with a menu of services such as community service learning opportunities, educational interventions, career development and post-program support and follow-up.

The program focuses on community service projects that provide young offenders with the opportunity to repair harm they may have caused to the community in which they expect to return.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the grant award from the United States Department of Labor, Employment, and Training.

**MINUTES****PROPOSAL AND SPECIFICATIONS**

Department of Public Works/Dept. - RP 10854R, Luckman Park Site  
of Recreation & Parks Improvements  
**BIDS TO BE RECV'D: 08/24/2011**  
**BIDS TO BE OPENED: 08/24/2011**

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.

**MINUTES**

Department of Housing and Community Development (DHCD) - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an expenditure of funds to pay Citizens United for the 44<sup>th</sup> District, Inc. for the 17<sup>th</sup> Annual Family Fun Festival. The festival will be held on August 13 - 14, 2011.

**AMOUNT OF MONEY AND SOURCE:**

\$15,000.00 - 1001-000000-1776-179300-603026

**BACKGROUND/EXPLANATION:**

The Family Fun Festival was established as a part of the Community Action Partnership. This event will be held in the Franklin Square community and it is a day of fun and learning activities for the children. The festival will provide arts and crafts, music, and educational activities.

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

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds to pay Citizens United for the 44<sup>th</sup> District, Inc. for the 17<sup>th</sup> Annual Family Fun Festival. The festival will be held on August 13 - 14, 2011.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/RESCISSIONS/REJECTIONS

\* \* \* \* \*

On the recommendations of the City agency  
hereinafter named, the Board,  
UPON MOTION duly made and seconded,  
awarded the formally advertised contracts  
listed on the following page:

2454 - 2459

to the low bidders meeting the specifications,  
and rejected the bid as indicated  
for the reasons stated.

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

The President **ABSTAINED** on item nos. 3-5.

Item No. 11 was **WITHDRAWN**.



MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/RESCISSIONS/REJECTIONS:

Bureau of Water & Wastewater

4.	WC 1180, Falls Rd. Water Main Replace- ment	Casper Colosimo & Son, Inc.	\$1,951,690.00
	<b>MBE:</b> Machado Construction Co., Inc.	\$300,000.00	15.37%
	<b>WBE:</b> Haines Industries, Inc. R & R Contracting Utilities, Inc.	\$ 61,000.00	3.12%
		61,000.00	3.12%
		<u>\$122,000.00</u>	<u>6.24%</u>

5. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$2,576,231.00</b> County Appropriation	9960-910031-9558 Constr. Reserve Water Supply Facility	
\$ 195,169.00	-----	9960-904688-9557-2 Extra Work
195,169.00	-----	9960-904688-9557-3 Engineering
117,101.50	-----	9960-904688-9557-5 Inspection
1,951,690.00	-----	9960-904688-9557-6 Construction
<u>117,101.50</u> <b>\$2,576,231.00</b>	-----	9960-904688-9557-9 Engineering

The funds are required to cover the cost of the construction award for WC 1180, Falls Road Water Main Replacement.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/RESCISSIONS/REJECTIONS:

Department of Transportation

6. TR 10302, Replace- American Infra- \$6,927,766.00  
 ment of Fort Ave. structure, Inc.  
 Bridge over CSXT RR

<b>DBE:</b>	C. Jones Trucking, LLC	\$ 393,000.00	5.67%
	Genesis Steel Service, Inc.	264,000.00	3.81%
	Nasir & Associates, LLC	53,400.00	.77%
	Star Concrete	83,000.00	1.20%
	Wilton Corporation	239,000.00	3.45%
	Bay City Construction	400,000.00	5.77%
	Machado Construction	300,000.00	4.33%
		<u>\$1,732,400.00</u>	<u>25.00%</u>

7. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUN/S</u>	<u>TO ACCOUNT/S</u>
\$1,966,930.90	9950-944002-9507	
Federal	Constr. Res. Hwy.	
3,309,787.90	9950-944002-9507	
Other	Constr. Res. - Hwy.	
2,690,212.10	9950-902436-9507	
Other	Constr. Res.	
<u>\$7,966,930.90</u>	Locust Point	
\$6,927,766.00	-----	9950-904545-9506-6
		Struc. & Improv.
692,776.60	-----	9950-904545-9506=5
		Inspection
346,388.30	-----	9950-904545-9606-2
<u>\$7,966,930.90</u>		Contingencies

This transfer will provide funds to cover the costs associated with the award of TR 10302 to American Infrastructure, Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/RESCISSIONS/REJECTIONS:

Department of Transportation

8. TR 11301, Resurfacing Highways Various Locations Northwest Sector II M. Luis Construction Co., Inc. \$2,043,094.97

DBE: Fallsway Construction Co., LLC \$195,725.00 9.58%  
Rowen Concrete, Inc. \$131,175.00 6.42%

9. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,879,647.37	9950-903766-9514	
Federal	Federal Resurfacing Sector 1	
\$1,634,475.97	-----	9950-902842-9514-6
		Struc. & Improv.
163,447.60	-----	9950-902842-9514-5
		Inspections
81,723.80	-----	9950-902842-9514-2
<u>\$1,879,647.37</u>		Contingencies
		Federal Resurfacing Highways - Sector II

This transfer will provide funds to cover the costs associated with the award of TR 11301 to M. Luis Construction Co., Inc.

Bureau of Purchases

10. B50001978, Motor Vehicle Exhaust System Repairs First Call Undercar Specialists, Inc. d/b/a Meineke Car Care \$ 75,000.00  
Second Call Salvo Limited Partnership LLP \$ 25,000.00

## MINUTES

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

11.	B50001876, Bureau of School Health Temporary Nursing Services	Delta T Group Maryland, Inc. Nursing and Health Services Training Consultants, Inc.	\$1,151,068.00 1,165,600.00
		Excel Staffing and Personnel Services, Inc.	<u>1,201,200.00</u> <b>\$3,517,868.00</b>

**MWBOO SET GOALS OF 15% MBE AND 10% WBE.**Delta T Group Maryland, Inc.

**MBE:** Crownhills Enterprises, Inc. 15%  
**WBE:** Kennedy Personnel Services 10%

Nursing and Health Services Training Consultants, Inc.

**MBE:** SYM, Inc. 15%  
**WBE:** Lacy's Professional Nursing Services, Inc. 10%

Excel Staffing and Personnel Services, Inc.

**MBE:** Trustworthy Staffing Solutions, Inc. 15%  
**WBE:** Kennedy Personnel Services 10%

The three vendors listed above were the lowest responsive and responsible bidders. Three lower bidders; Abundant Grace Health Care, Inc., ATC Healthcare Services, and FEM Nursing Services, Inc. were found non-compliant with MBE/WBE goals.

**A PROTEST HAS BEEN RECEIVED FROM CARE RESOURCES.**



July 26, 2011

Baltimore City Board of Estimates  
Office of the Comptroller  
Room 204 City Hall  
100 North Holiday Street  
Baltimore, MD 21202

Re: Solicitation Number B50001876  
Bureau of School Health Temporary Nursing Services  
Buyer: Sue Ziegler

Dear Members of the Board of Estimates:

Arbor E & T, LLC dba Care Resources respectfully protests the award of Solicitation Number B 50001876 to Nursing and Health Services Training Consultants, and Delta T Group.

Requirements are listed in the solicitation request (B50001876) that we believe have not been met by the proposed awardees. Specifically, Item number B-5 (additional required information) "Provide acceptable reference information regarding other government contracts and a minimum of 3 current clients of similar scope of services which is defined on page 4, statement of work, SW1". The Scope of Work states "Nurses may be assigned to school health suite management, medication administration or the supervision of school health aides for the School Health Program". Based on a review of the public access copies, we believe that the scope of service has not been met by Delta T and Nursing and Health Services Training Consultants nor has either awardee met the requirement of three current references from clients of similar scope of service. In the past 15 years since school health has been mandated by COMAR, school nursing has become a specialized field. Private duty, or a nurse's responsibility for one student, although performed in a school, does not prepare awardees with the skills required for school health suite management nor does it meet the specified scope of work. We also believe that 2 of the awardees cannot demonstrate a successful history of supplying temporary nurses on an on-going basis who are skilled in the school health environment.

1026 Cromwell Bridge Road ■ Baltimore, Maryland 21286  
410-583-1515 ■ 1-877-ASK-CARE ■ Fax: 410-583-2491

[www.careresourcesinc.com](http://www.careresourcesinc.com)  
*A member of the ResCare family*

Throughout the Solicitation Request, reference is made of the “agency’s employees”. Nursing and Health Services Training Consultants specify in their proposal that they use independent contractors to perform nursing duties. The nature of the work identified in the Scope of Work requires that supervision, training and support be provided by the agency to their employees. By definition, (IRS Individual Contractor Defined ) independent contractors are not employees. Thus, the requirement for worker’s compensation insurance and liability insurance with The Mayor and City Council of Baltimore named as an additionally insured would not be met by this awardee. Furthermore, each independent contractor would be responsible for their own worker’s compensation insurance and liability insurance would need to be overseen by Baltimore City Government so that the financial limits of the liability insurance as well as naming the Mayor and City Council of Baltimore City as additionally insured. Permitting companies to use independent contractors does not provide a level playing field for all vendors, particularly those who employ, supervise and support their employees as required. (GC 6: Fair Competition Item C – page 23)

Within the Solicitation Request, Baltimore City Government has the right to negotiate a Best and Final Offer. (SW 19: Additional Awards Consideration) Care Resources has been and continues to be open to negotiation of rates. With a proven history of providing quality school health services (17 years), Care Resources believes that Item D within SW19 that states “Each bidder’s submission will be evaluated for how well it appears the bidder can successfully fulfill the requirements of this solicitation” has not received a knowledgeable detailed review.

In every respect, Care Resources submitted a bid which complied with and affirmed its obligations to meet stipulated qualifications and levels of anticipated performance in the contract. In its bid proposal, the Care Resources reiterated both its qualifications and capabilities and identified how its bid is responsible and responsive. Care Resources respectfully requests that it be named by the Board of Estimates as a successful vendor on Solicitation Number B50001876.

Respectfully Submitted,



Sharon Guertler, Executive Director  
Care Resources  
*A member of the ResCare family*

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/RESCISSIONS/REJECTIONS:

Bureau of Purchases

12.	B50002013, In- strumentation Parts	Chesapeake Flow Solutions, LLC	\$ 200,000.00
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MINUTES

PERSONNEL MATTERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Personnel matters

listed on the following pages:

2461 - 2484

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.

## MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Circuit Court for Baltimore City</u>		
1. <b>ANGELA LOWRY</b>	\$34.09	<b>\$65,000.00</b>

Account: 5000-540312-1100-116800-601009

Ms. Lowry will work as a Drug Court Coordinator. She will be responsible for planning, developing, implementing, and evaluating components of the Drug Treatment Court (DTC) program; acting as the contact person with the drug treatment system as well as other agencies to ensure effective coordination of resources and activities. She will ensure implementation and compliance with local and statewide management information systems for reporting performance measures and standard data elements to monitor and evaluate the DTC and its impact. In addition she will research available grant funding, legislative findings, or other annual findings, and develop grant proposals. The period of the agreement is effective upon Board approval for one year.

2. <b>ONDRA L. WALKER, R.N.</b>	\$27.15	<b>\$20,363.00</b>
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Account: 6000-624912-3100-297101-601009

Ms. Walker will work as a Registered Nurse for the School Health Program. She will be responsible for providing nursing services in various school health suites; serving as a resource person and consultant to the school health staff and students and assisting students and families to achieve optimal levels of wellness through health education. The period of the agreement is effective upon Board approval through June 30, 2012.

## MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Dept. - cont'd</u>		
3. <b>GERRY WATERFIELD, R.N.</b>	\$43.68	<b>\$26,208.00</b>

Account: 6000-624912-3100-297101-601009

Ms. Waterfield will work as a School-Based Health Center Administrator. Her duties will include, but not be limited to providing consultation to the Clinical Director and other staff; serving as the representative on various State and local committees, and attending meetings. She will also be responsible for coordinating with Baltimore City Health Department and Maryland State labs; assisting staff to maintain compliance with CLIA lab standards; assisting with the preparation of local, state and federal grant reports; assisting with ordering and filling of medication and clinical supply requests; collecting and reviewing data for annual surveys and providing clinical coverage as needed during emergencies. The period of the agreement is effective upon Board approval through June 30, 2012.

4. <b>WANELLA TAYLOR, R.N.</b>	\$27.15	<b>\$24,435.00</b>
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Account: 6000-624912-3100-297101-601009

Ms. Taylor will work as a Registered Nurse for the School Health Program. She will be responsible for classroom visitation; promoting school-based health center enrollment and performing risk assessments on new enrollees (GAPS and elementary surveys). Her duties will also include referring students and their families to appropriate resources in the school-based health center, the Baltimore City Health Department and the community, and providing case management, and contacting families of children without health insurance to enroll children in the school-based health center. The period of the agreement is effective upon Board approval through June 30, 2012.

## MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Dept. - cont'd</u>		
5. <b>FLORA CALDWELL-DAUGHTRY</b>	\$16.00	<b>\$19,200.00</b>

Account: 4000-426212-3110-306800-601009

Ms. Caldwell-Daughtry, retiree, will work as an Accounting Assistant II for the Adult Evaluation and Review Services (AERS). Her duties will include, but are not limited to providing administrative assistance, designing and maintaining the AERS database and the billing information database, and tracking and recording incoming revenue. She will also be responsible for collecting and compiling data for statistical reports; assisting with the identification of funding sources to support program initiatives and assisting with the development of grant applications. The period of the agreement is effective upon Board approval through June 30, 2012.

State's Attorney's Office

6. <b>ROBERT W. BITTINGER</b>	\$30.97	<b>\$53,626.00</b>
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Account: 1001-000000-1150-118300-601009

7. <b>WILLIAM E. COLE</b>	\$30.97	<b>\$53,626.00</b>
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Account: 1001-000000-1150-118000-601009

8. <b>CYNTHIA M. WEESE</b>	\$30.97	<b>\$53,626.00</b>
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Account: 1001-000000-1150-118200-601009

9. <b>DONALD E. STEINHICE</b>	\$30.97	<b>\$53,626.00</b>
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## MINUTES

PERSONNELSAO - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
10. DAVID M. ROLLE	\$30.97	\$53,626.00
11. RUDY L. METZGER	\$30.97	\$53,626.00

Account: 1001-000000-1150-118000-601009

12. MICHAEL A. TOWNSEND	\$25.88	\$44,788.00
13. YOLANDA V. ROBINSON	\$25.88	\$44,788.00

Account: 1001-000000-1150-117900-601009

These retirees will work as Investigators. Their duties will include but are not limited to, researching and locating parties relevant to prosecution of cases, providing location information to attorneys and forwarding information to the Warrant Apprehension Task Force so that arrests can be made. They will communicate with witnesses and victims to provide case and trial data information, and prepare subpoenas. These duties and salary are comparable to those of similar City positions and is consistent with the waiver of the AM 212-1 approved by the Board of Estimates in March 1999 to hire retired Police Officers as Investigators for the Office of the State's Attorney. The period of the agreement is August 15, 2011 through August 14, 2012.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of General Services</u>		
14. MICHAEL O'CONNOR	\$27.28	<b>\$32,737.24</b>

Account: 2030-000000-1890-189900-601009

Mr. O'Connor will work as a Financial Assessment Specialist. His duties will include, but are not limited to providing review of the Fleet Management Consultant recommendations and providing oversight of the implementation project that will phase in new operational and financial structures by Mercury Associates. In addition he will develop an internal service fund for the Building Maintenance Division and assist in the implementation of that fund during FY 12 so that structure is in place when the Department begins preparation for the FY 13 budget. He will develop funding structures to support reorganization of the Department, including the establishment of the Property Management Bureau and Contract Administration Section. Mr. O'Conner will also be responsible for assisting in the assimilation of the Department's new CFO and the development of a defined procedure to capture Capital funding, and tracking and reporting expenditures. In addition he will attend meetings within the Department and other agencies on behalf of the CFO such as Citistat statistical preparation, Outcome Budget assessments and reviews, and other budget related meetings and making recommendations regarding budgetary and fiscal structure with an emphasis on improvements. The agreement is effective upon Board approval for one year.

Law Department

15. HERBERT BURGUNDER, JR.	\$42.18	<b>\$50,616.00</b>
	\$25,308.00 - 1001-000000-1750-175200-601009	
	12,654.00 - 6000-604012-1520-168500-601009	
	<u>12,654.00 - 6000-604112-1540-585100-601009</u>	
	<b>\$50,616.00</b>	

## MINUTES

PERSONNELLaw Department - cont'd

Mr. Burgunder possesses experience and indispensable expertise in issues concerning the processing of worker's compensation claims and Employees' Retirement System and Fire and Police Employees' Retirement System disability claims. Mr. Burgunder will serve as a Special Chief Solicitor. He will review Worker's Compensation claims filed against the City with Key Risk, or any successor City Worker's Compensation claims representative. He will review claims to determine the value of claims, and in conjunction with a Key Risk representative and/or supervisor, he will determine the appropriate action to be taken by the City with regard to Worker's Compensation claims. He will monitor the performance of Semmes, Bowen & Semmes or any successor law firm designated by the City to try Worker's Compensation claims. He will also review Worker's Compensation claims to determine whether to advise Semmes, Bowen & Semmes to take further action in the case by way of appeal to the Circuit Court. The period of the agreement is August 1, 2011 through July 31, 2012.

16. Reclassify the following two positions:

From: 33233 - Secretary III  
 Grade 084 (\$32,853.00 - \$39,210.00)  
 Job No. 1759-32850

To: 32933 - Legal Assistant II  
 Grade 087 (\$36,674.00 - \$44,331.00)

From: 33212 - Office Assistant II  
 Grade 075 (\$25,800.00 - \$29,326.00)  
 Job No. 1763-44869

To: 33233 - Secretary III  
 Grade 084 (\$32,853.00 - \$39,210.00)

Costs: \$ 4,113.00 - 2046-000000-1759-175200-601001  
 7,592.00 - 1001-000000-1763-175200-601001  
\$11,705.00

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>		
17. <b>EARL L. SAVAGE</b>	\$24.76	<b>\$29,712.00</b>

Mr. Savage, retiree, will continue to prepare contract drawings and specifications for the renovation of recreation centers and park buildings, feasibility studies, field investigation reports, and detailed cost estimates. The period of the agreement is August 23, 2011 through August 22, 2012.

Account: 5000-578711-4711-361870-601009

Department of Public Works/Bureau of Solid Waste18. Reclassify the following six filled positions

Jobs Nos. 5153-47540, 5153-015381, 5153-15377, 5153-47645, 5153-47542 and 5153-15379

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From: 54437 - Driver I  
Grade 424 (\$27,076.00 - \$28,775.00)

To: 52942 - Laborer Crew Leader I  
Grade 426 (\$28,057.00 - \$30,103.00)

Cost: \$8,690.00 - 1001-000000-5153-387800-601001

Office of the Inspector General19. Create the following position:

00142 - Executive Level I  
Grade 948 (\$55,200.00 - 99,200.00)  
Job No. To be assigned by BBMR

Cost: \$113,774.00 - 1001-000000-1081-109300-601001

**MINUTES****PERSONNEL**Enoch Pratt Free Library20. Reclassify the following three positions:Job Nos. 4501-46261, 4501-15832 and 4501-46250

From: 00656 - Librarian I  
 Grade 087 (\$37,407.00 - \$45,218.00)

To: 00657 - Librarian II  
 Grade 090 (\$42,267.00 - \$51,371.00)

Costs: \$18,258.00 - 1001-000000-4501-349900-601001

Department of Human Resources21. Reclassify the following vacant positionJob No. 2301-20470

From: 33673 - Training Assistant  
 Grade 081 (\$30,223.00 - \$35,806.00)

To: 33672 - Training Officer I  
 Grade 111 (\$41,700.00 - \$60,500.00)

Cost: \$11,355.00 - 1001-000000-1604-172500-601001

Department of Planning22. a. Create the following Non-Civil Service Class:

10242 - Food Policy Director  
 Grade 937 (\$44,200.00 - \$84,600.00)

b. Create the following position:

10242 - Food Policy Director  
 Grade 937 (\$44,200.00 - \$84,600.00)  
 Job No. To be assigned by BBMR

Cost: \$90,220.00 - 1001-000000-1875-187400-601001

**MINUTES****PERSONNEL**Department of Transportation23. a. Create the following positions:

41611 - Parking Control Agent I  
 Grade 076 (\$26,272.00 - \$29,908.00)  
 Job numbers: to be assigned by BBMR  
 (12 Positions)

41615 - Parking Control Supervisor I  
 Grade 084 (\$32,853.00 - \$39,210.00)  
 Job numbers: to be assigned by BBMR  
 (2 Positions)

b. Reclassify the following vacant position:

Job Number: 2391-35872

From: 52632 - Traffic Electronic Maintenance  
 Technician II  
 Grade 088 (\$38,175.00 - \$46,251.00)

To: 33105 - Control System Operator Supervisor  
 Grade 088 (\$38,175.00 - \$46,251.00)

Cost: \$581,040.00 - 2076-000000-2351-256300-601001  
 0.00 - 3001-000000-2391-251900-601001

24. a. Create the following Civil Service classification:

33169 - Chief of Technology Services  
 Grade 121 (\$68,500.00- \$95,700.00)

b. Create the following position:

33169 - Chief of Technology Services  
 Grade 121 (\$68,500.00 - \$95,700.00)  
 Job No. to be assigned by BBMR

**MINUTES****PERSONNEL**

Dept. of Transportation - cont'd

c. Reclassify the following vacant position:

Job Number: 2301-19990

From: 33144 - Analyst Programmer II  
Grade 092 (\$45,992.00 - \$56,004.00)

To: 33103 - Lead Applications Systems Analyst  
Programmer  
Grade 118 (\$58,800.00 - \$83,800.00)

Cost: \$110,940.00 - 1001-000000-2301-249800-601001

25. Reclassify the following filled position:

Job Number: 5480-20529

From: 31311 - Administrative Analyst I  
Grade 087 (\$36,674.00 - \$44,331.00)

To: 31312 - Administrative Assistant II  
Grade 110 (\$40,000.00 - \$56,800.00)

Cost: \$3,315.00 - 2024-00000-5480-395700-601001

Mayor's Office on Criminal Justice

26. Create the Following Two Positions:

00111 - Criminal Justice Associate  
Grade 935 (\$40,300 - \$55,700)  
Job Nos. to be assigned by BBMR

Cost: \$118,800.00 - 4000-400011-2253-663200-601001

## MINUTES

PERSONNELFire Department27. a. Create the following Civil Service Classification:

33295 - Permits and Records Technician  
Grade 083 (\$32,315.00 - \$38,431.00)

b. Reclassify the following position:

From: 33232 - Secretary II  
Grade 078 (\$27,958.00 - \$32,241.00)  
Job No. 2132-13940

To: 33295 - Permits and Records Technician  
Grade 083 (\$32,315.00 - \$38,431.00)

Cost: \$6,257.00 - 1001-000000-2132-228200-601001

**MINUTES****PERSONNEL**Department of Human Resources28. Abolish the Following 126 Unpopulated Classes:

- 00880 - Retired Assistant Jury Commissioner  
Grade 884 (\$5,000.00)
- 00881 - Retired Correct Emp Courts  
Grade 995 (\$1.00 - \$5,000.00)
- 00884 - Retired Bailiff (AFT 7/1/68)  
Grade 883 (\$4,000.00)
- 00887 - Retired Judge Supreme Bench  
Grade 997 (\$100.00 - \$10,000.00)
- 00895 - Retired Reporter Courts  
Grade 885 (\$8,000.00)
- 01050 - Petit Jury  
Grade 859 (\$20,800.00)
- 01804 - Election Administrative Officer  
Grade 215 (\$38,594.00 - \$61,427.00)
- 01805 - Election Administrator I  
Grade 213 (\$34,113.00 - \$53,944.00)
- 01806 - Election Deputy Director III  
Grade 216 (\$41,074.00 - \$65,568.00)
- 01807 - Election Director IV  
Grade 220 (\$52,950.00 - \$85,017.00)
- 01809 - Election Chief Clerk II  
Grade 211 (\$30,200.00 - \$47,420.00)

**MINUTES****PERSONNEL**

- 01810 - Election Administrative Special  
Grade 213 (\$34,113.00 - \$53,944.00)
- 01811 - Election Clerk I  
Grade 203 (\$18,910.00 - \$27,929.00)
- 01812 - Election Clerk II  
Grade 208 (\$25,239.00 - \$39,287.00)
- 01813 - Election Clerk III  
Grade 209 (\$26,783.00 - \$41,816.00)
- 01817 - Election Registrar  
Grade 209 (\$26,783.00 - \$41,816.00)
- 01818 - Election Asst Registrar  
Grade 208 (\$25,239.00 - \$39,287.00)
- 01825 - Election Office Secretary II  
Grade 210 (\$28,434.00 - \$44,520.00)
- 00047 - Manpower Resources Consultant  
Grade 91D (\$52.00 - \$6,500.00)
- 00053 - Project Coordinator  
Grade 815 (\$24,453.00 Flat)
- 00135 - Social Program Administrator  
Grade 112 (\$44,300.00 - \$62,600.00)
- 00136 - Community Resource Coordinator  
Grade 088 (\$38,939.00 - \$47,176.00)
- 00174 - Office Aide 1 PT  
Grade 851 (\$15,080.00 Flat)
- 00175 - Office Aide 2 PT  
Grade 854 (\$14,560.00 Flat)

## MINUTES

PERSONNEL

- 00176 - Print Clerk Stenographer  
Grade 077 (\$27,343.00 - \$31,340.00)
- 00486 - Senior Analyst Public Administrator  
Grade 084 (\$33,510.00 - \$39,994.00)
- 00632 - Guard  
Grade 072 (\$25,074.00 - \$28,124.00)
- 00713 - Senior Clerk Stenographer  
Grade 074 (\$25,874.00 - \$29,259.00)
- 00723 - Grants Procurement Coordinator  
Grade 110 (\$40,000.00 - \$56,800.00)
- 00755 - Work Relations Coordinator  
Grade 812 (\$14,870.00 Flat)
- 00773 - Maintenance Worker WMC  
Grade 074 (\$25,874.00 - \$29,259.00)
- 00785 - Protection Officer P/T  
Grade 858 (\$18,720.00 Flat)
- 00788 - Teacher  
Grade 984 (\$15,080.00 - \$20,800.00)
- 00868 - Medical Record Clerk  
Grade 084 (\$33,510.00 - \$39,994.00)
- 00869 - Law Clerk/Bailiff (Non-Graduate)  
Grade 821 (\$31,097.00 Flat)
- 01206 - Manpower Service Employee 1  
Grade 980 (\$15,080.00 - \$29,328.00)
- 01207 - Manpower Service Employee 2  
Grade 981 (\$15,080.00 - \$36,608.00)

**MINUTES****PERSONNEL**

- 01414 - Support Enforcement Agent II  
Grade 209 (\$26,783.00 - \$41,816.00)
- 01419 - Deputy Sheriff Trainee (Special)  
Grade 212 (\$32,091.00 - \$50,563.00)
- 01920 - Forfeiture Coordinator  
Grade 089 (\$40,540.00 - \$49,222.00)
- 01938 - Fiscal/Administrative Assistant  
Grade 088 (\$38,939.00 - \$47,176.00)
- 01952 - Licensed General Social Worker  
Grade 089 (\$40,540.00 - \$49,222.00)
- 07342 - Plumber  
Grade 429 (\$29,662.00 - \$32,683.00)
- 07350 - Electrical Supervisor  
Grade 086 (\$35,947.00 - \$43,361.00)
- 07351 - Laborer Supervisor  
Grade 077 (\$27,343.00 - \$31,340.00)
- 07387 - Electrical Mechanic - Licensed  
Grade 086 (\$35,947.00 - \$43,361.00)
- 10151 - Motor Equipment Mechanic Intern  
Grade 987 (\$18,720.00 - \$31,200.00)
- 31335 - Public Policy Analysis Supervisor  
Grade 122 (\$71,200.00 - \$100,700.00)
- 31430 - Community Health Liaison  
Grade 095 (\$52,296.00 - \$63,783.00)
- 31505 - Program Compliance Asst Supervisor  
Grade 085 (\$34,562.00 - \$41,645.00)
- 31533 - Cable Compliance Officer  
Grade 115 (\$51,000.00 - \$72,200.00)

**MINUTES****PERSONNEL**

- 31994 - Civil Defense Operations Officer  
Grade 088 (\$38,939.00 - \$47,176.00)
- 32991 - Process Server  
Grade 085 (\$34,562.00 - \$41,645.00)
- 33118 - Office Information System Supervisor  
Grade 111 (\$41,700.00 - \$60,500.00)
- 33177 - EDP Tape Librarian I  
Grade 082 (\$31,225.00 - \$36,934.00)
- 33178 - EDP Tape Librarian II  
Grade 085 (\$34,562.00 - \$41,645.00)
- 33425 - Media Production Technician  
Grade 085 (\$34,562.00 - \$41,645.00)
- 33555 - Materials Distribution Supervisor  
Grade 085 (\$34,562.00 - \$41,645.00)
- 33573 - Building & Inventory Services  
Grade 088 (\$38,939.00 - \$47,176.00)
- 33575 - Retail Store Supervisor  
Grade 084 (\$33,510.00 - \$39,994.00)
- 33651 - Equal Employment Opportunity Analyst I  
Grade 084 (\$33,510.00 - \$39,994.00)
- 33652 - Equal Employment Opportunity Analyst II  
Grade 087 (\$37,407.00 - \$45,218.00)

**MINUTES****PERSONNEL**

- 33695 - Health and Fitness Educator  
Grade 085 (\$34,562 - \$41,645.00)
- 33697 - Health and Fitness Coordinator  
Grade 092 (\$45,992.00 - \$56,004.00)
- 33791 - Relocation Technician  
Grade 089 (\$40,540.00 - \$49,222.00)
- 33812 - Librarian  
Grade 085 (\$34,562.00 - \$41,645.00)
- 33813 - Librarian Supervisor  
Grade 088 (\$38,939.00 - \$47,176.00)
- 33891 - Legislative Reference Editor  
Grade 084 (\$33,510.00 - \$39,994.00)
- 34126 - Auditor Manager  
Grade 648 (\$83,700.00 - \$97,000.00)
- 34216 - Cashier Supervisor II  
Grade 087 (\$37,407.00 - \$45,218.00)
- 34219 - Remittance Section Supervisor  
Grade 091 (\$44,084.00 - \$53,638.00)
- 34529 - Legislative Technician  
Grade 084 (\$33,510.00 - \$39,994.00)
- 34538 - Legislative Affairs Coordinator  
Grade 115 (\$51,000.00 - \$72,200.00)
- 41531 - Security Investigator  
Grade 088 (\$38,939.00 - \$47,176.00)

## MINUTES

PERSONNEL

- 42197 - Housing Enforcement Officer  
Grade 088 (\$38,939.00 - \$47,176.00)
- 42290 - Environmental Inspection Compliance Officer  
Grade 087 (\$37,407.00 - \$45,218.00)
- 42991 - Explosives Inspector  
Grade 083 (\$32,315.00 - \$38,431.00)
- 51250 - Cook Day Care Center  
Grade 066 (\$23,143.00 - \$25,639.00)
- 52151 - Body and Fender Repairer  
Grade 434 (\$35,194.00 - \$39,749.00)
- 52152 - Automotive Refinisher  
Grade 434 (\$35,194.00 - \$39,749.00)
- 52261 - Plasterer I  
Grade 426 (\$28,057.00 - \$30,103.00)
- 52262 - Plaster II  
Grade 429 (\$29,662.00 - \$32,683.00)
- 52265 - Plaster Supervisor  
Grade 084 (\$33,510.00 - \$39,994.00)
- 52291 - Glazier I  
Grade 426 (\$28,057.00 - \$30,103.00)
- 52292 - Glazier II  
Grade 429 (\$29,662.00 - \$32,683.00)
- 52295 - Glazier Supervisor  
Grade 084 (\$33,510.00 - \$39,994.00)
- 52299 - Security Systems Mechanic  
Grade 435 (\$36,167.00 - \$41,301.00)

## MINUTES

PERSONNEL

- 52321 - Blacksmith  
Grade 434 (\$35,194.00 - \$39,749.00)
- 52331 - Sheet Metal Worker I  
Grade 426 (\$28,057.00 - \$30,103.00)
- 52332 - Sheet Metal Worker II  
Grade 429 (\$29,662.00 - \$32,683.00)
- 52335 - Sheet Metal Worker Supervisor  
Grade 084 (\$33,510.00 - \$39,994.00)
- 52345 - Machinist Supervisor  
Grade 088 (\$38,939.00 - \$47,176.00)
- 52350 - Mechanical Repair Shops Supervisor  
Grade 090 (\$42,267.00 - \$51,371.00)
- 52511 - Phototypesetter I  
Grade 082 (\$31,225.00 - \$36,934.00)
- 52512 - Phototypesetter II  
Grade 085 (\$34,562.00 - \$41,645.00)
- 52513 - Print Graphic Technician  
Grade 082 (\$31,225.00 - \$36,934.00)
- 52544 - Cutting and Folding Machine Operator  
Grade 079 (\$28,528.00 - \$33,306.00)
- 52592 - Lithograph Process Technician  
Grade 085 (\$34,562.00 - \$41,645.00)
- 52966 - Turf Management Division Superintendent  
Grade 088 (\$38,939.00 - \$47,176.00)
- 53341 - Bridge Maintenance Supervisor  
Grade 080 (\$29,343.00 - \$34,518.00)
- 53676 - Asst Grounds Shop Manager  
Grade 089 (\$40,540.00 - \$49,222.00)

**MINUTES****PERSONNEL**

- 53853 - Recycling Program Assistant  
Grade 078 (\$27,958.00 - \$32,241.00)
- 54221 - Stationary Engineer HP  
Grade 434 (\$35,194.00 - \$39,749.00)
- 54225 - Stationary Engineer Supervisor HP  
Grade 086 (\$35,947.00 - \$43,361.00)
- 54231 - Stationary Engineer I Heat/Air Con  
Grade 426 (\$28,057.00 - \$30,103.00)
- 54232 - Stationary Engineer II Heat/Air Co  
Grade 431 (\$31,968.00 - \$35,787.00)
- 54241 - Stationary Engineer I LP  
Grade 424 (\$27,676.00 - \$29,375.00)
- 54242 - Stationary Engineer II LP  
Grade 430 (\$31,073.00 - \$34,534.00)
- 54291 - Stationary Boiler Maintenance Worker  
Grade 422 (\$26,887.00 - \$28,214.00)
- 54423 - Motor Vehicle Driver 10 Mos  
Grade 468 (\$25,149.00 - \$27,086.00)
- 54493 - Demolition Crane Operator  
Grade 434 (\$35,194.00 - \$39,749.00)
- 54511 - Marine Engineer  
Grade 086 (\$35,947.00 - \$43,361.00)
- 62493 - Health Clinic Aide 10 Mos  
Grade 463 (\$23,144.00 - \$24,273.00)
- 62620 - Physical Therapy Assistant  
Grade 088 (\$38,939.00 - \$47,176.00)

**MINUTES****PERSONNEL**

- 62622 - Physical Therapist  
Grade 928 (\$51,775.00 - \$66,361.00)
- 63211 - Medical Radiation Technologist  
Grade 086 (\$35,947.00 - \$43,361.00)
- 71223 - Asst Sludge Control Manager  
Grade 087 (\$37,407.00 - \$45,218.00)
- 71423 - Watershed Superintendent  
Grade 110 (\$40,000.00 - \$56,800.00)
- 72521 - Architectural Drafting Technician I  
Grade 079 (\$28,528.00 - \$33,306.00)
- 72522 - Architectural Drafting Technician II  
Grade 083 (\$32,315.00 - \$38,431.00)
- 72531 - Planning Drafting Technician I  
Grade 079 (\$28,528.00 - \$33,306.00)
- 72532 - Planning Drafting Technician II  
Grade 083 (\$32,315.00 - \$38,431.00)
- 72541 - Automated Drafting Technician I  
Grade 085 (\$34,562.00 - \$41,645.00)
- 72542 - Automated Drafting Technician II  
Grade 088 (\$38,939.00 - \$47,176.00)

**MINUTES****PERSONNEL**

74141 - Historical Preservation Analyst  
Grade 084 (\$33,510.00 - \$39,994.00)

82222 - Vocational Training Instructor  
Grade 084 (\$33,510.00 - \$39,994.00)

Costs: 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 126 unpopulated and obsolete non-Civil Service and Civil Service classes noted above have been identified for abolishment. Therefore, the Department of Human Resources respectfully requests your Honorable Board's approval of the abolishment of these classes.

## MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Health Department</u>			
1. Ravikiran Muvva <sup>1</sup> Keith Holt <sup>2</sup> Michelle Joe <sup>3</sup> Michell Crawford- Jones <sup>3</sup> Carolyn Nganga- Good <sup>4</sup> Tanya Myers <sup>5</sup>	2011 National HIV Prevention Conf. Atlanta, GA Aug. 14-17, 2011 (Reg. Fee \$350.00 ea.)	see below	\$7,545.45

Because the airfare and registration fees for these individuals were previously paid, the following representatives will be disbursed the balance of their respective total amounts as follows: Mr. Muvva, \$683.40; Mr. Holt, \$700.05; Ms. Joe, \$683.40; Ms. Jones, \$683.40; Ms. Nganga-Good, \$683.40; and Ms. Myers, \$700.05.

Funding Sources: <sup>1</sup>Ryan White Part A Non-Traditional, <sup>2</sup>Ryan White Part A/MAI, <sup>3</sup>Comprehensive STD Prevention Systems, <sup>4</sup>HIV Expanded, <sup>5</sup>Counseling Testing and Referral.

Office of the President

2. Carolyn Blakeney	Maryland Association of Counties Annual Summer Conf. Ocean City, MD Aug. 17 - 20, 2011 (Reg. Fee \$285.00)	General Funds	\$1,398.24
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The allowed per diem for this area \$263.00 per day. The hotel rate is \$259.00 per night plus a \$27.20/day occupancy tax. The Department is requesting an additional \$108.00 to cover the cost of meals and incidental expenses.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the State's Attorney for Baltimore City</u>			
3. Aaliyah Muhammad Sharon Holback	23 <sup>rd</sup> Annual Crimes Against Children Conf. Dallas, TX Aug. 07-11, 2011 (Reg. Fee \$450.00 ea.)	Auto Forfeiture Funds	\$2,066.16
<u>Police Department</u>			
4. Sharon S. Talmadge	2011 International Association for Identification Annual Conf. Milwaukee, WI Aug. 7 - 13, 2011 (Reg. Fee \$495.00)	Fiscal Year 2010 Coverdell Grant	\$1,988.90
5. John W. Schindelm Franklin A. Hunsicker	23 <sup>rd</sup> Annual Crimes Against Children Conference Dallas, TX Aug. 7 - 11, 2011 (Reg. Fee \$450.00 ea.)	Maryland Reimburse- ment Grant	\$3,168.40
6. Theresa L. Hill	2011 Education Forum and Annual Meeting International Assoc. of Administrative Professionals Montreal, Canada July 21 - 28, 2011 (Reg. Fee \$525.00)	Asset Forfeiture Fund	\$ 525.00

The Board, UPON MOTION duly made and seconded, approved the travel requests. The President **ABSTAINED** on item no 2.

**MINUTES**

Department of General - Amendment No. 2 to Agreements  
Services (DGS)

The Board is requested to approve and authorize execution of amendment no. 2 to agreements for the Indefinite Quantity Contract (IQC) for PB-07306 General Construction Work and Related Services with the listed contractors. The period of the amendment no. 2 extends the period of the agreement for an additional 18 months.

<u>CONTRACTORS</u>	<u>AMOUNT</u>
1. JOHN W. BRAWNER CONTRACTING CO., INC.	\$ 0.00
2. NORTH POINT BUILDERS, INC.	\$ 0.00
3. OMF CONTRACTORS, INC.	\$ 0.00
4. WARWICK SUPPLY AND EQUIPMENT CO., INC.	\$ 0.00

On January 14, 2009, the Board approved original IQCs with the above-listed contractors for one year. Since award, the Department has worked to develop a Job Order Contract Management Program, while utilizing the IQCs to respond to urgent matters.

On January 13, 2010, the Board approved amendment no. 1 with the contractors to extend the IQCs for 18 months which expired on July 13, 2011. This amendment no. 2 will extend the IQCs for an additional 18 months.

Based on the project task activities since the contracts were executed and on the urgent needs of the City and other agencies, the Department is requesting to extend the IQCs by another 18 months in order to respond to the existing project tasks with the remainder fees of the contracts. The upset limit of contracts does not change this request. All other terms and conditions of the IQCs contracts will remain in full affect.

**MINUTES**

DGS - cont'd

It is hereby certified that the above procurement is of such nature that no advantage will result in seeking nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section II (d)(i) of the City Charter, the procurement of the equipment and/or service is recommended. The Director of Finance by copy of this letter has been notified as required by the City Charter.

**MBE/WBE PARTICIPATION:**

MWBOO set goals of 15% MBE and 10% WBE. The contract goals remain unchanged as established by MWBOO.

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 2 to the agreements for the Indefinite Quantity Contract for PB-07306 General Construction Work and Related Services with the aforementioned contractors.

**MINUTES**

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

**BIDS, PROPOSALS AND CONTRACT AWARDS**

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

Bureau of Purchases - B50001980, Maintenance of  
City-Owned Fountains  
**BIDS TO BE RECV'D: 08/17/2011**  
**BIDS TO BE OPENED: 08/17/2011**

Bureau of Purchases - B50001989, Sheetrock Drywall  
**BIDS TO BE RECV'D: 08/10/2011**  
**BIDS TO BE OPENED: 08/10/2011**

## MINUTES

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

Department of Transportation - TR 03333 Sinclair Lane  
Bridge Rehabilitation over  
CSXT Railroad - Federal

Allied Contractors, Inc.  
Flippo Construction Co., Inc.  
Joseph B. Fay Company  
Concrete General, Inc.  
American Infrastructure  
Kiewit Instructure South Co.  
The Lane Construction Corp.

Bureau of Purchases - B50001979 Maintenance,  
Parts, and Repair Service  
for Fire Boats

The General Ship Repair Corp.  
Marcon Engineering Services,  
Inc.

Bureau of Purchases - B50001987 Hauling of Asphalt

L & J Construction Services,  
Inc.  
Cherry Hill Hauling & Towing  
Services, Inc.  
Valentine Transportation

MINUTES

Bureau of Purchases

- B50002030 Drain Cleaning  
Services

THERE WERE NO BIDS RECEIVED.

\* \* \* \* \*

There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, August 10, 2011.

JOAN M. PRATT  
Secretary