

REQUEST FOR PROPOSALS



1820 N. CHARLES ST, 1 W. NORTH AVE, 3 W. NORTH AVE

BALTIMORE, MARYLAND 21201

RFP Issue Date: May 6, 2009

Proposal Due Date: August 7, 2009

Issued by
City of Baltimore Development Corporation
on behalf of
Mayor and City Council of Baltimore



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INTRODUCTION

Charles North is located in central Baltimore, surrounding historic Penn Station and abutting the Jones Falls River Valley. It is bisected by North Avenue (U.S. Route 1), a major connector street running east-west and is located about halfway between the Inner Harbor and the campus of the Johns Hopkins University.

To the southwest, the Jones Falls River corridor separates Charles North from the Midtown area which includes both the Maryland Institute College of Art (MICA) main campus and The University of Baltimore. The river corridor is also home to railroad lines and I-83. The general boundaries of the Charles North area are defined as the Jones Falls Valley edge to the west; 23rd Street to the north; Saint Paul Street to the east; and Penn Station to the south.

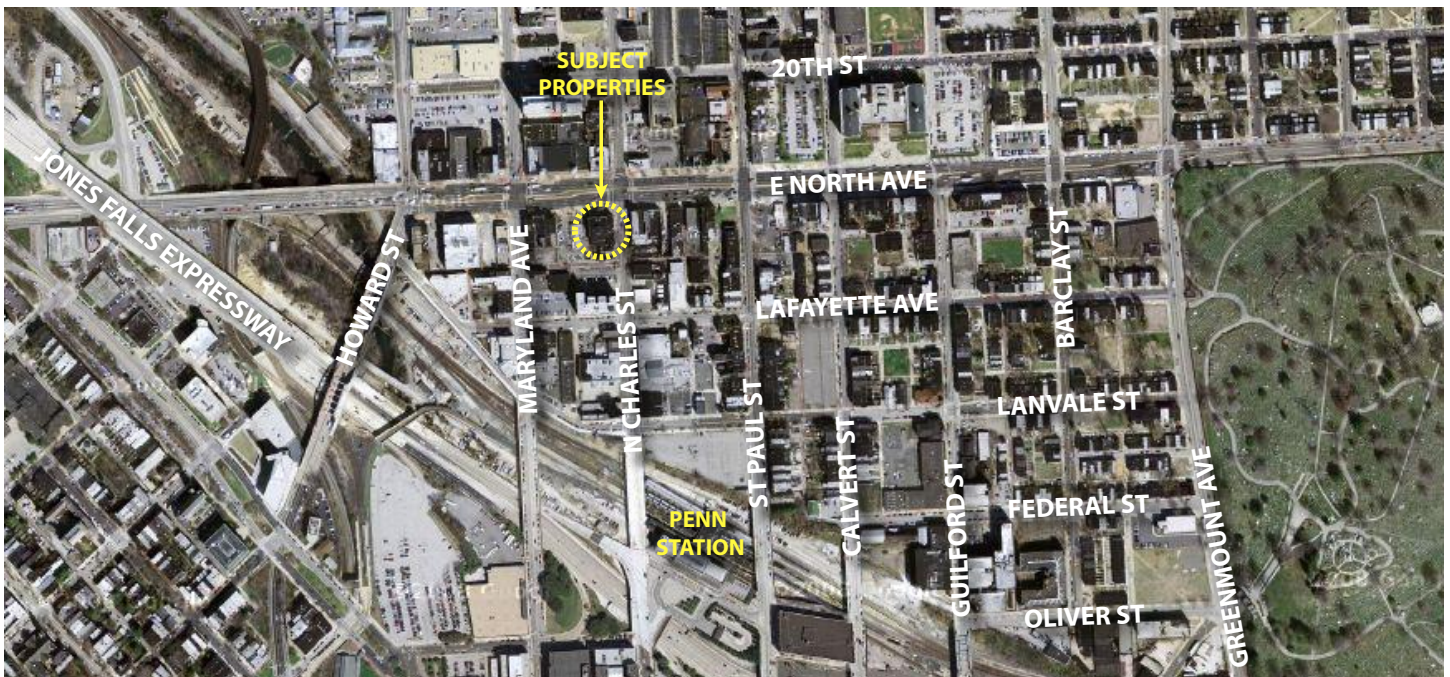
The area is well served by existing transportation elements including: Penn Station's Amtrak, MARC and other train connections; Light Rail service to downtown, BWI and many neighborhood stops from Glen Burnie to Hunt Valley; numerous commuter bus lines, and the proposed tracked trolley service between Penn Station to both the Inner Harbor and the Johns Hopkins campus.

The intersection of Charles Street and North Avenue, has several key attributes that make it a candidate for major reinvestment, and give it the potential for positive impact into surrounding neighborhoods far beyond its boundaries:

- It is one of the premier Transit Oriented Development sites in the State of Maryland
- It has direct highway access to I-83
- It has a positive relationship overlooking the Jones Falls River Valley
- It is a multi-ethnic area with complex overlays of arts, entertainment, food and recreational potential
- It is suitable for high-density residential and commercial infill development
- It has a small-scale block structure with central alleys that is capable of forming an attractive and complex pedestrian oriented environment.
- It is in close proximity to three growing colleges/universities.



The area is home to many successful arts and entertainment venues and is part of the Station North Arts and Entertainment District. A nationally prominent design and development was engaged by the City, major property owners in the area, and local institutions to provide a development strategy for Charles North. The resulting Charles North Vision Plan projects this area as a major regional destination for arts, retail and entertainment, and proposed significant mixed use, transit oriented development that would increase the



residential population, parking, and commercial space.

Baltimore Development Corporation (BDC), on behalf of the Mayor and City Council of Baltimore (the “City”), is offering 1820 N. Charles Street, 1 W. North Ave. and the Parkway Theatre located at 3 W. North Ave for redevelopment. The theatre is envisioned as a candidate for restoration and expansion as a cabaret and venue for films, live music, and live performance. A special emphasis should be placed on the intersection of Charles St. and North Ave. in an effort to illuminate and bring vibrancy to this corner.

The site is zoned B-5-2 and allows for a wide variety of commercial, retail, and residential uses.

Background Information Parkway Theatre

Baltimore’s Parkway Theatre was designed by Oliver B. Wight and patterned after the West End (later Rialto) Theatre near Leicester Square in London. The design is in the Louie XIV style and was envisioned as a Vaudeville performance house with about 1100 seats. Almost immediately, the ability to project movies was added. The theatre was acquired in 1926 by the Loew’s organization and extensively remodeled. Movies remained the mainstay until the theatre was acquired and closed in 1952 by the Morris Mechanic organization. It reopened in 1956 as the Five West Art Theatre, continuing that operation into the mid 1970’s when it again closed and remained so until the early 1990’s when an attempt was made to open some commercial office space in the rear orchestra level, without much success. It has remained vacant and without operation since about 1998 (BaltimoreParkwayTheatre.com).

The subject properties fall within the federally designated North Central National Historic District, and as such may be eligible for federal historic tax credit incentives for rehabilitation. State and/or local historic tax credits may also be available, on a competitive basis, if rehabilitation complies with historic requirements as administered by the Maryland Historic Trust. Local historic tax credit eligibility is subject to review and approval by the city’s Commission for Historic and Architectural Preservation (CHAP), located in the Baltimore Department of Planning.



I. Site Description

The subject site being offered under this Request for Proposal (RFP) consists of 1820 N. Charles St., 1 and 3 W. North Ave, hereinafter collectively referred to as the “Site”. The Site is within the boundaries of the Charles North Urban Renewal Plan and Station North Arts and Entertainment District.

Address	Block	Lot	Enclosed Area*	Property Land Area*
1 W North Ave	388	10	7500 Sq. Ft.	2875 Sq. Ft.
3 W North Ave	388	11	6500 Sq. Ft.	7492 Sq. Ft.
1820 N Charles	388	7	4680 Sq. Ft.	1655 Sq. Ft.

*Approximate Sq. Ft.

II. Intent of Offering

BDC, on behalf of the City, is seeking proposals from qualified developers for the reuse of the properties 1820 N. Charles St., 1 and 3 W. North Ave. 1 W North Ave and 1820 N Charles Street are being offered in addition to the Parkway to overcome the present lack of sufficient spatial amenities and to create opportunities for additional pedestrian activity at the corner of Charles and North.

The goals of the City in offering the Site include, but are not limited to, the following:

- The delivery of an appropriately integrated, quality development that enhances the Charles North Community, including the Station North Arts and Entertainment district.
- Significantly advancing the Charles North Vision Plan.
- Renovating and retaining The Parkway and 1820 N Charles St is a requirement. 1 W North Ave may be

razed to accommodate redevelopment design. The theatre should preferably support cabaret, film, live music, and live performance, or other appropriate uses.

- A project that achieves positive impacts for the City including: quality jobs; increased tax revenues; community stabilization; opportunities for minority business enterprise (MBE) and women business enterprises (WBE); and contribution to the City's long term economic growth objectives.
- A financially viable market-driven redevelopment project. Reliance on public sector financial support is discouraged.

III. Standards & Controls

- A) Proposed developments must respect the context of the site and must be in accordance with the Charles North Urban Renewal Plan and the Charles North Vision Plan. Conformance with both Plans' overarching objectives is a requirement of the proposal.
- B) The Site is zoned as B-5-2 Commercial. Permitted uses include a wide variety of commercial, residential and retail uses. As stated above, the intention of this offering is to encourage reuse of the property that will offer an economic contribution to the area. Theatre uses are strongly encouraged.
- C) The Site is being offered as a single development opportunity. Unless a case can be made for a significant economic advantage, separation of the properties will not be accepted.
- D) The Site may contain environmental hazards that may require remediation by the developer prior to redevelopment. The City makes no representation, guaranty, or warranty concerning any site conditions, including the possible presence of environmental hazardous materials. The property is being offered in "as is" condition.
- F) All mechanical equipment (including those on rooftops), television antennas, satellite dishes, or other communication antennas visible to the surrounding community or site-adjacent streets shall be screened from view.
- G) No public pay telephones shall be installed on building exteriors.
- H) No storage of materials, refuse, garbage, unlicensed vehicles, etc., shall be permitted to remain outside structures, except as allowed by Baltimore City Regulations. All dumpsters for commercial establishments shall be screened from view at all times.
- I) All land not covered by structures shall be landscaped with lawn, ground cover, shrubs, trees, appropriate pedestrian walkways or parking surfaces.
- J) Building materials should be compatible with, and reflect the characteristic materials and features of the Charles North Urban Renewal Area. Materials conveying permanence, such as masonry, or those reflecting contemporary architectural treatments, are encouraged.
- K) Building design must adhere to all Federal, State and local ordinances and the Americans with Disabilities Act (ADA), as modified from time to time. Developers shall comply with all applicable building codes in effect at the time of submission.
- L) All plans and specifications for demolition, alteration and/or new construction must be submitted to and

approved by BDC prior to submission to the City for permit.

- M) The Developer shall be responsible for obtaining at its sole cost, all appraisals, surveys, legal descriptions, permits, zoning appeals, subdivisions, approvals, engineering and environmental studies as required. The selected Developer shall make presentations of the development proposal to the appropriate community associations, BDC, Urban Design and Architecture Review Panel (UDARP), Site Plan Review panel and other agencies as required.

IV. Proposal Content

Proposals should provide a clear and concise demonstration of the respondent's capability to satisfy the requirements and objectives of this RFP. Proposals need not be elaborate or costly, but should be prepared in a professional manner. Unique capabilities or advantages of the respondents should be clearly stated in the proposal. Proposals may include any background or other supporting information that the respondent feels necessary, and must include at a minimum the response requirements listed in this RFP.

BDC will not be limited solely to the information provided by the respondent. Additional information or modifications to proposals may be requested from any prospective respondent.

Developers are required to submit the following information in sufficient detail to enable BDC to give consideration to the proposal. Such information should include, but not necessarily be limited to:

A. Developer Summary. Summary with the following information:

- Identify proposed owner(s) and proposed ownership structure.
- Clearly identify the single point of contact who would be the Project Manager for the Developer and to whom all communication will be addressed.
- Clearly indicate each project team member including the developer, architect, engineers of all appropriate disciplines, general contractor or construction manager, real estate professionals, environmental consultants, and other professional consultants.

B. Project Description. A narrative description of the project (i.e. theater, entertainment, parking, mixed use, speculative or pre-leasing commitments, project phasing) including scale, scope and vision. The description should include an analysis of market conditions that make the project viable, densities and building typologies, and preliminary site plans and perspective renderings sufficient to convey the designs proposed.

C. Design. Schematic plans including a site plan showing location of structures, public use space, ingress and egress, service areas, etc. In addition, typical floor plan (s), and elevations of fronts, side and rears of structures and perspectives should be included.

D. Schedule. A schedule of financing, design and construction period including anticipated occupancy date(s).

E. Budget. A detailed Sources and Uses Statement clearly identifying the amount of debt and equity financing by source. Reliance on public funds is strongly discouraged.

- Disclosures of terms and sources for all debt must be included. Developers should describe and, if available, provide evidence of interest by investors or financial institutions.
 - Disclose all requests for public funds, if any, and provide structure and terms under which the funds are to be provided and/or repaid.
 - If applicable, provide justification for amount of public funds being requested relative to the amount of private sources and disclose the method that was used to determine the amount of public support required. For example, if a minimum private sector return on investment cannot be achieved without public financing, the assumptions underlying this conclusion should be explained.
- F. Proforma.** Developer must include detailed operating proforma (minimum ten years) indicating the financial viability of the proposed project. The proforma should show clearly the projected developer return on investment (measured on an internal rate of return (IRR), cash-on-cash, leveraged or unleveraged basis).
- G. MBE/WBE Participation.** Statements describing: a) the minority participation in the development team submitting the proposal; b) a list of minority owned businesses and contractors who will be requested to participate in this work; c) steps that will be taken by the development teams to provide minority participation in the various stages of development, operations and employment when the project is completed; and, d) provisions for ownership with indication of percentage and type (such as “equity partner,” “owner of X shares of LLC” or “joint venture” etc.) by minority individuals, women, minority-owned and/or women-owned companies in the completed project. Indicate the individuals responsible for adherence to MBE/WBE goals.
- H. Supplemental Information on Project Team.** Supplemental information should include:
- Detailed narrative statement describing the previous experience of the developer and project team, especially with regard to projects that are relevant to the development proposed and emphasizing aspects in which the developer’s qualifications are believed to be exceptional or unique.
 - A list of examples of relevant projects undertaken by the Developer, including dollar value of the development, the project manager’s name, address and telephone number.
 - A minimum of three (3) references from previous jobs completed in the last five (5) years. Include contact name, title, address and phone number.
 - Provide resumes for the project team, including, if applicable, architect, engineers of all appropriate disciplines, contractor and/or construction manager, and real estate management firm. Resumes should include a description of experience, value of projects and year completed.
 - Developers must provide documentation of their financial capabilities to complete the sale. Non-publicly traded companies or entities must submit audited financial statements, including a Qualified Opinion with Management Letter, for the most recent fiscal year end. All financial information shall be treated with strictest confidence.

V. Submission Requirements, Proposal Acceptance/Rejection

BDC will not be limited solely to the information provided by the respondent, but may utilize other sources

of information useful in evaluating the capabilities of the respondent.

- A. Closing Date.** The closing date for receipt of proposals is 12:00 noon (EST) on August 7, 2009. **Late proposals will be rejected.**
- B. Original and Number of Copies.** Submit one original plus five (5) copies totaling six (6) submissions of each proposal (bound to lay flat when read) and all materials.
- C. Where to Submit Proposals.** One original and five (5) copies of the proposal and all materials must be submitted with a \$250 non-refundable fee payable to the City of Baltimore Development Corporation. Proposals should be mailed or hand delivered to:

Baltimore Development Corporation
 36 South Charles Street, Suite 1600
 Baltimore, MD 21201
 Attn: Jason Schwartzberg

Proposals not accompanied by the \$250.00 fee will be returned and marked “rejected”.

D. Proposal Acceptance

- Proposals must be submitted to the Issuing Officer before the closing time stated in Section V of this RFP in sealed envelopes or packages and clearly marked as to their contents.
- To be considered, respondents shall submit a complete, written response to this RFP, including any addenda issued in response to questions and inquiries. Responsive proposals are those which comply with all aspects of the RFP regarding the method and timeliness of submission, proposal content, conformance to the requirements of the RFP and program goals, and the ability of the respondent to achieve those goals.
- Oral, fax or electronic mail proposals will not be accepted.
- Proposals or unsolicited amendments to proposals arriving after the closing date and time will not be accepted.
- Failure to submit the proposals in the manner described above will result in the proposal being rejected as unresponsive.

VI. Award Procedures

- A. Community Participation.** Respondents may be required to make oral presentation(s) at a mutually convenient time to groups representing communities adjacent to the Site and others to obtain comments prior to final approval by the Baltimore Development Corporation. Presentation meetings will be arranged by BDC and will be held in locations convenient to community residents. Within ten (10) working days after review of the proposals, the respective community associations will submit written comments regarding the proposed developments to BDC for consideration.
- B. Review/Advisory Panel.** BDC may organize a Review or Advisory Panel to evaluate the proposals.

The panel may include members of the BDC Board of Directors, BDC staff, representatives from other city and state agencies, community representatives, and representatives of specialized expertise as may be appropriate.

- C. Oral Presentations.** Respondents submitting proposals may be required to make oral presentations to the Advisory Panel, BDC staff, or BDC Board of Directors (or any Committee thereof) for purposes of clarifying their proposal. Any such presentations will be held at BDC offices.
- D. Exclusive Negotiating Privilege Agreement.** The Mayor and City Council, acting through BDC, will issue an Exclusive Negotiating Privilege Agreement (ENP) to the selected respondent setting out specific requirements and deadlines for fulfilling said requirements of this RFP. A fee will be charged. If negotiations have not been completed within one hundred and twenty (120) days after the selection of the developer, then the ENP shall expire; provided, however, that BDC may extend that time period if both parties find that negotiations are proceeding satisfactorily. Should the parties fail to agree upon a contract within a reasonable time, BDC, at its sole discretion, may cancel negotiations with the first selected respondent and proceed with the next acceptable respondent, re-solicit for new proposals, or abandon the RFP process.
- E. Right-of-Entry.** BDC will issue a Right-of-Entry (ROE) to the selected respondent setting out specific requirements and deadlines for fulfilling requirements of this RFP within fifteen (15) working days following the date of the written notice of the award. The selected developer shall pay to BDC a fee at execution of this Agreement, for the right of entry into and upon the Property for the selected developer, its employees, agents, and representatives, for the purposes of generating information on the Property to include, but not be limited to:
 - Environmental Baseline Analysis of the Property for hazardous materials
 - Site surveys, plats and re-subdivisions, as applicable
 - Soil boring data and analysis
 - A/E studies for proposed rehabilitation
- F. Land Disposition Agreement and Board of Estimates Approval.** After successful completion of the ENP period, the City will enter into a Land Disposition Agreement (LDA) setting forth the terms and conditions of sale or lease and development. Decisions regarding the award of the site shall be made by BDC and recommended to the Board of Estimates for the City's official approval. Final acceptance of any proposal and disposition of the property is subject to the approval of the Board of Estimates of Baltimore City.
- G. Development Oversight.** The selected Developer must agree to the review and guidance of BDC and the Department of Planning in the preparation of plans for renovations and/or new construction in conformance with the Zoning Ordinance, Charles North Urban Renewal Plan, subdivision requirements, and other applicable codes and ordinances of the City of Baltimore. The Developer and/or Owner will be required from time to time to submit to BDC and the City of Baltimore reports on the creation of full-time employment, construction progress and financial status.

VII. Evaluation Criteria

- A. Degree to which the proposal addresses the RFP's Intent of Offering, Submission Requirements, and Standards and Controls.**

- B. Scope and quality of the development in terms of design, construction, timing, and impact on the surrounding community. High quality of design is required for the project, due to the historic nature of the Site.
- C. Financial and cultural benefits to the City and State, including but not limited to the purchase price or lease terms, jobs retained and created, incremental tax revenues, and the degree to which the project will stimulate additional development.
- D. The developer's experience in planning, financing, constructing, marketing and managing projects similar in size and scope to the proposed project, along with a satisfactory record of past performance of the Development Team. The necessary technical capability, training and experience of staff assigned to performing all aspects of the project.
- E. The developer's ability to provide or obtain sufficient financial resources to start and complete the project in accordance with the proposed development schedule.
- F. Inclusiveness and participation by MBE/WBE (Minority Business Enterprises/Women Business Enterprises) firms in any and all components of the development, including but not limited to ownership, financing, pre-development, construction, management, and operations. Commitment to comply with Article 5, Subtitle 28, 2000 Baltimore City Code – Baltimore City's Minority and Women's Business Enterprise Program.

VIII. Rights Reserved and Administrative Information

A. Rights Reserved By BDC

- Should it become necessary to revise any part of this RFP, provide additional information necessary to adequately interpret provisions and requirements of this RFP, or respond to written inquiries concerning the RFP, BDC reserves the right to issue an Addendum to all respondents who received the initial RFP.
- BDC reserves the right to extend the Closing Date by a reasonable time.
- All submission materials become the property of BDC
- BDC reserves the right in its sole discretion to recommend the award of a contract related to this RFP based upon the written proposals received without prior discussion or negotiation with respect to those proposals. All portions of this RFP will be considered to be part of the contract and will be incorporated by reference. Any contract awarded in connection with the RFP will be subject to approvals as required by City law, including the final approval by the Board of Estimates of Baltimore City.
- As part of the evaluation process, BDC specifically reserves the right to review and approve the drawings, plans and specifications for redevelopment with respect to their conformance with the goals and requirements of this RFP.
- BDC also reserves the right to refuse to approve any such drawings, plans or specifications that are

not suitable or desirable, in its opinion, for aesthetic or functional reasons; and in so passing upon such drawings, plans and specifications, it shall have the right to take into consideration, but shall not be limited to, the suitability of the site plan, architectural treatment, building plans and elevations, materials and color, construction details, access, parking, loading, landscaping, identification signs, exterior lighting, refuse collection details, street, sidewalks and the harmony of the plan with the surroundings.

- BDC reserves the right to accept or reject any and all proposals, at its sole discretion, received as a result of this RFP, to waive minor irregularities, and to conduct discussions with all responsible respondents, in any manner necessary, to serve the best interest of BDC and the City of Baltimore.
- BDC reserves the right to request additional information from any or all prospective respondents, if necessary, to clarify that which is contained in the proposals.

B. Administrative Information

- **Issuing Office.** This RFP is issued by the City of Baltimore Development Corporation (BDC) on behalf of the Mayor and City Council of Baltimore.
- **Questions and Inquiries.** Questions and inquiries will be accepted in writing by mail or email. A summary of all substantive questions and answers will be distributed to all Respondents receiving the RFP. Questions and inquiries should be directed to **Jason Schwartzberg** with the Issuing Office. **The closing date for submitting written questions is March 16, 2009.** Responses to all written questions received will be distributed to all recipients of the RFP on or before April 1, 2009.

Jason Schwartzberg
Baltimore Development Corporation
36 South Charles Street, Suite 1600
Baltimore, MD 21201
jschwartzberg@baltimoredevelopment.com

- **Public Opening of Proposals.** Proposals will not be opened publicly.
- **Incurring Expenses.** Neither the City of Baltimore nor BDC shall be responsible for any cost incurred by any respondent in preparing and submitting a proposal or requested supplemental information in response to the RFP.
- **Compliance with the Law.** By submitting an offer in response to this RFP, the respondent selected for award agrees that it will comply with all Federal, State, and City laws, rules, regulations, and ordinances applicable to its activities and obligations under this RFP and the contract.

IX. Residents' First Hiring Agreement & Commitment to Comply

It is the policy of the City that Baltimore City residents and minority and women individuals and minority- and women-owned business enterprises should have maximum opportunity to participate in any and all components of the Project.

In responding to this RFP, the Respondent covenants and agrees to comply with the Baltimore City

Residents' First Hiring Agreement (see Exhibit B, Baltimore City Residents' First Hiring Agreement) and be subject to compliance with Article. 5, Subtitle 28 of the Baltimore City Code (2007 Edition) regarding participation by Minority Business Enterprises (MBE) and Women's Business Enterprises (WBE) (see Exhibit C, Commitment to Comply). Respondent covenants and agrees to use all reasonable good faith efforts to meet the Baltimore City Residents' First Hiring and MBE/WBE participation goals for this Project.

Minority and women business enterprises must be certified by the City of Baltimore. This certification is done by:

Shirley Williams, Director
 Minority and Women's Business Opportunity Office
 City Law Department
 City Hall, Room 101
 100 N. Holliday Street
 Baltimore, Maryland 21202
 (410) 396-4355

X. Schedule of Events

Event:	Due Date:
RFP Issued	May 6, 2009
Request for Information Deadline	June 1, 2009
BDC Final Response to Written Questions or Release of Final Addendum	July 1, 2009
Closing Date	August 7, 2009 12:00 (noon) EST
Community Presentations	To be scheduled if necessary
Oral Presentations	To be scheduled if necessary
Review Panel	To be scheduled if necessary
Award of ENP	To be determined

EXHIBIT A

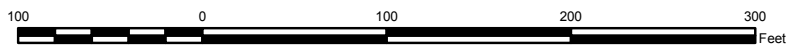
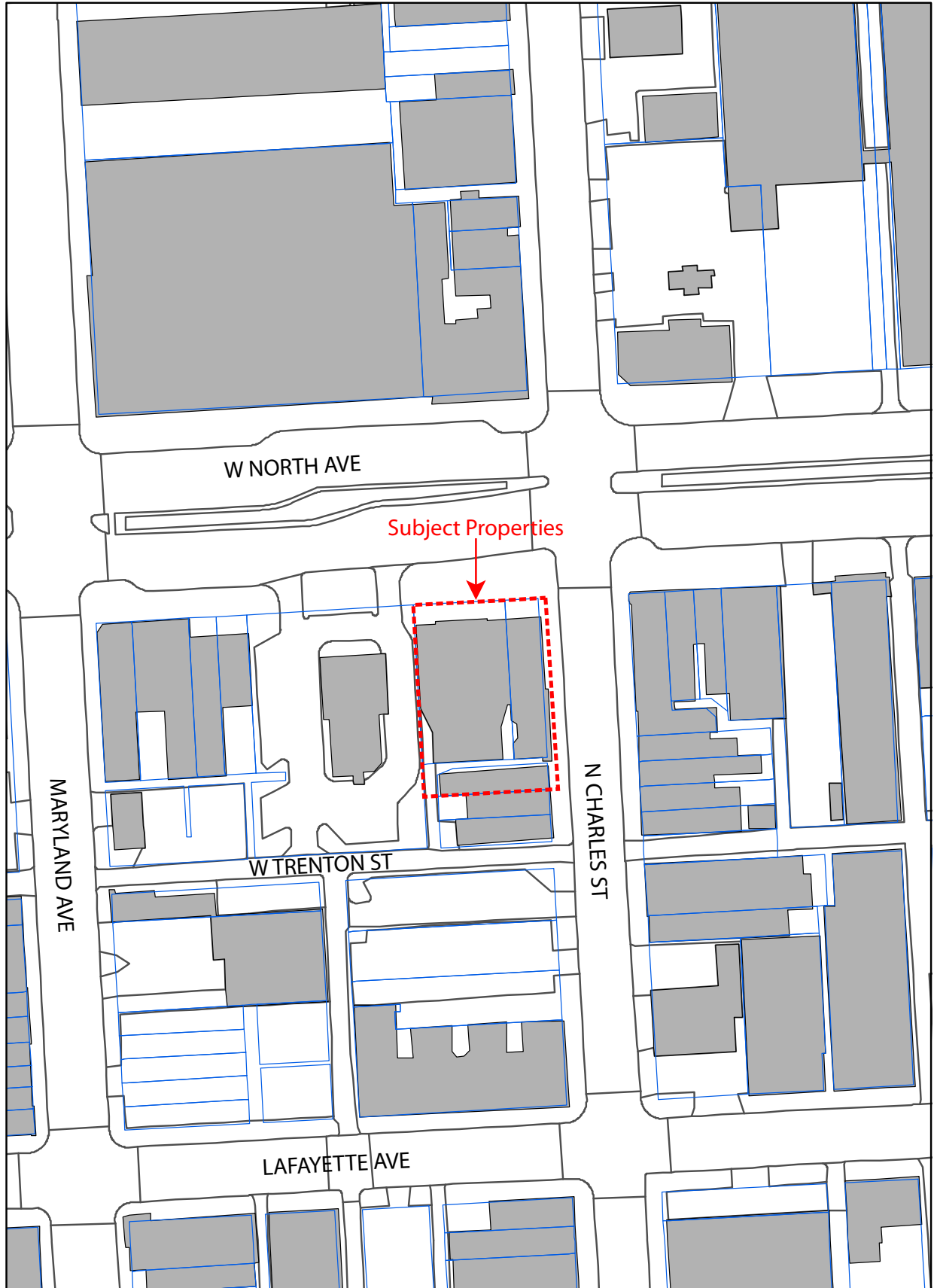


EXHIBIT B

BALTIMORE CITY RESIDENTS' FIRST HIRING AGREEMENT

Baltimore City Residents' First

Baltimore City Residents' First is designed to create opportunities for businesses that receive municipal contracts to access qualified City job seekers to meet their workforce needs. The initiative will also ensure that City dollars contribute to the local economy and improve the lives of employable City Residents'.

Baltimore City Residents' First meets business development needs by helping employers save time and money in the recruitment process. This service also offers businesses customized training resources that build worker pipelines for hard-to-fill job vacancies, and provides easy access to tax credit programs that supports investments in the City's growth. Every year, hundreds of area employers tap the Mayor's Office of Employment Development's resources to assist their expansion efforts. We look forward to serving you as well.

Instruction Sheet

1. Complete the *Baltimore City Residents' First* Certification Statement contained below and submit it with your Proposal.
2. Contact the Mayor's Office of Employment Development (MOED) at the contact below, immediately after being awarded a Contract to schedule a meeting. MOED will assist you with your employment plan, discuss other services provided by MOED, and explain the employment report requirements. You will not receive payment under the Contract until MOED verifies that the meeting has been scheduled.

Rosalind Howard or Susan Tagliaferro
Baltimore City Residents' First
Mayor's Office of Employment Development
3001 East Madison Street
Baltimore, Maryland 21205
Phone 443-984-3014. • Fax 410-361-9648
rhoward@oedworks.com
stagliaferro@oedworks.com
or
BCRF@oedworks.com

3. Complete the Employment Reports as requested on June 30th and December 31st during each and every year of the Contract and at the end of the Contract and submit to:

Baltimore City Residents' First
Mayor's Office of Employment Development
3001 E. Madison Street
Baltimore, Maryland 21205
or
BCRF@oedworks.com

4. The City will not release a final payment or any and all retainage held by the City, if applicable, until the Employment Reports are submitted.

The Mayor's Office of Employment Development provides businesses with a pipeline of qualified, skilled job candidates and supports businesses in retaining and developing their employees. We offer customized workforce solutions including outreach and recruitment, applicant prescreening, assessment and testing services, tax credit information, human resources support and training funds for new or existing employees. Training funds are available through several programs.

Customized Training is a business-driven program that helps companies train and hires people to fit their job-specific needs. Business Services recruits and pre-screens training applicants. The available positions must be full-time and meet minimum salary requirements. Companies accepting Customized Training grants must agree to hire successful participants. The training can be employer-based, on-the-job, or offered by qualified vendors.

Maryland Business Works enables small businesses and/or companies in high-growth industries to upgrade the skills of their existing employees. Businesses can access up to \$25,000 to support their staff development needs. This incumbent worker funding encourages promotion, creates additional job opportunities and improves worker retention by increasing employee skill levels. Funding is limited and is available on a first-come, first-served basis.

MOED works closely with other local, state and federal agencies to promote the link between the city's workforce and economic development initiatives.

For Further Information Contact:

Rosalind Howard or Susan Tagliaferro
Baltimore City Residents' First
Mayor's Office of Employment Development
3001 East Madison Street
Baltimore, Maryland 21205
Phone 443-984-3014. • Fax 410-361-9648
rhoward@oedworks.com
stagliaferro@oedworks.com
or
BCRF@oedworks.com

Baltimore City Residents' First
Certification Statement

Contract Title: 1820 N Charles, 1 and 3 W North Ave
Number: N/A
Contracting Agency: Baltimore Development Corporation
Proposal Due Date: October 15, 2008

To promote the commitment to utilize *Baltimore City Residents' First* to meet its employment needs, all businesses awarded contracts, franchises and development opportunities with the City of Baltimore, shall comply with the terms of the Executive Order as described in the Proposal. Under this agreement, Contract awardees will complete and submit this certification statement with the Proposal.

Excluded from this Executive Order are professional service contracts, emergency contracts, and contracts for \$24,999.00 or less.

I, _____, representing _____
(Name/Respondent) (Company/Corporation)

Certify that this Contract representative will schedule a meeting with the Mayor's Office of Employment Development within two weeks of award to share the workforce plan for this Contract. In addition, if there is a need for additional employees, I agree to interview qualified *Baltimore City Residents' First*. I agree to submit an Employment Report indicating the number of total workers and number of City Residents' on payroll as of June 30th and December 31st during each and every year of the Contract and at the end of the Contract as a condition of release of a final payment or any and all retainage.

Name: _____

Title: _____

Signature: _____ Date: _____

Telephone: _____ Email: _____

Baltimore City Residents' First
Employment Report
(Do not submit with Proposal)

The following information is hereby submitted by the undersigned as its Employment Report for the period:
(please circle one)

December 31, 20__ June 30, 20__ End of Contract Date_____

Position City

Residents

Total

Workers

Electricians	Plumbers, Pipefitters and Steamfitters
Iron Workers, Structural and Reinforcing	Carpenters
Cement Masons	Laborers
Power Equipment Operators	Brick Masons
Cement Finishers	Concrete Workers
Food Service Workers	Transportation Workers
Managers	Clerical
Other-Specify	Other-Specify

Name_____Signature:_____

Title:_____Date:_____

Telephone:_____Email:_____

EXHIBIT C

COMMITMENT TO COMPLY WITH THE MINORITY AND WOMEN'S BUSINESS ENTERPRISE PROGRAM OF THE CITY OF BALTIMORE

In consideration for receiving fiscal assistance from or through the City of Baltimore, the Developer covenants and agrees to comply with Article 5, Subtitle 28 of the Baltimore City Code (2007 Edition) regarding participation by Minority Business Enterprises (MBE) and Women's Business Enterprises (WBE) in its development of the project known as **1820 N Charles St., 1 and 3 W North Ave.** Developer covenants and agrees to use all reasonable good faith efforts to meet the overall MBE participation goal and the overall WBE participation goal for the Project. The dollar amounts of the overall MBE goal and the overall WBE goal will be calculated using the following percentages:

MBE 27%

WBE 10%

Prior to the commencement of construction, Developer agrees to submit to the City written documentation, including executed contracts, service agreements, or utilization commitment forms which shall identify the particular minority and women's business enterprises (i) contracting directly with the Developer, or (ii) subcontracting with prime contractors who have contracted directly with the Developer. The executed contracts, service agreements, or utilization commitment forms submitted to the City shall specify the dollar value of the participation, the type of work to be performed, and such other information as may be reasonably required by the City.

In the event that after reasonable and good faith efforts to meet the goals, Developer is able to demonstrate to the satisfaction of the City that sufficient qualified and willing MBE's and WBE's are unavailable in the market area of the Project as defined by City law, then the Developer may request a waiver or reduction of the MBE and/or WBE goals.

The City's Minority and Women's Business Opportunity Office (MWBOO), or its successor, is designated to administer the provisions of the law on behalf of the City. Developer shall comply with the rules and regulations of the MWBOO or its successor in meeting the requirements of the law.

COMMITMENT TO COMPLY WITH THE
MINORITY AND WOMEN'S BUSINESS ENTERPRISE PROGRAM
OF THE CITY OF BALTIMORE

THE UNDERSIGNED DO SOLEMNLY DECLARE AND AFFIRM THAT THEY ARE AUTHORIZED TO
MAKE THIS COMMITMENT.

FOR: _____

BY: _____

BY: _____

DATE: _____

Chief, Minority and Women's Business Opportunity Office

Anticipated Starting Date of Construction

Date: _____