The following is a summary of the motions made and the votes taken at the meeting and this summary is for information purposes only. The archived video recordings serve as the Committee’s official meeting minutes as required by the Annotated Code of Maryland, General Provisions Article, §3-306, and can be viewed at the Board of Education committee meeting minutes Web site. If there is any discrepancy between the video and this summary, the archived video, which constitutes the official minutes of the meeting, shall control.

I. The Building and Contracts Committee of the Board of Education of Baltimore County convened a scheduled meeting on Tuesday, May 22, 2018, at 4:00 p.m. in Room 114 of Building E on the Greenwood Campus. The following Committee members were present: Nicholas Stewart, Esq., Chair; Kathleen Causey, member; Julie Henn, member and David Uhlfelder, member. The following staff members were present: Merril Plait, Director, Office of Facilities Construction and Improvement and George Sarris, Executive Director, Department of Fiscal Services.

II. Messrs. Plait and Sarris presented the following recommended contract awards to the Committee:
   A. JNI-772-14 Interscholastic Football and Lacrosse Equipment Reconditioning
   B. ARA-212-17 Audiology Equipment
   C. JNI-761-16 Meeting Space
   D. LKO-414-18 Onsite Fitness Classes
   E. JMI-621-18 Workload Automation Software
   F. JMI-619-18 Microsoft Software Solutions
   G. JBO-723-18 Beverages and Vending Machines
   H. ARA-218-18 On-Call Inspection, Maintenance, Repair, and Installation of Physical Education Facilities and Equipment
   I. JMI-620-18 Electrical Installations, Repairs, Upgrades, Parts and Preventative Maintenance Services
   J. MBU-518-18 Parking Lot Improvements at Hernwood Elementary School
   K. KSH-356-18 Parking Lot Improvements at Overlea High School
   L. LKO-423-18 Auditing Services – Procurement Activities, Specified Contracts, Travel, Expenses, and Other Charges

III. Chair Stewart recommended the Committee defer contract award LKO-423-18 Auditing Services – Procurement Activities, Specified Contracts, Travel, Expenses, and Other Charges for full Board discussion and action. Upon unanimous consent and following Ms. Henn’s motion, the contract was deferred. The Committee unanimously approved.

IV. Ms. Henn moved that the following recommended awards be forwarded to the full Board; Mrs. Causey seconded the motion. The Committee unanimously approved.
   A. JNI-772-14 Interscholastic Football and Lacrosse Equipment Reconditioning
   B. ARA-212-17 Audiology Equipment
C. JNI-761-16 Meeting Space
D. LKO-414-18 Onsite Fitness Classes
E. JMI-621-18 Workload Automation Software
F. JMI-619-18 Microsoft Software Solutions
G. JBO-723-18 Beverages and Vending Machines
H. ARA-218-18 On-Call Inspection, Maintenance, Repair, and Installation of Physical Education Facilities and Equipment
I. JMI-620-18 Electrical Installations, Repairs, Upgrades, Parts and Preventative Maintenance Services
J. MBU-518-18 Parking Lot Improvements at Hernwood Elementary School
K. KSH-356-18 Parking Lot Improvements at Overlea High School

V. The meeting adjourned at 4:27 p.m.

Susan Slade
Administrative Assistant
Department of Fiscal Services