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BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: November 2, 2001

TO: BOARD OF EDUCATION

FROM: Dr. J. Hairston, Superintendent

SUBJECT: Recommendations for Award of Contracts
Board Exhibit – November 20, 2001

ORIGINATOR: Robert Haines, Deputy Superintendent of Business Services

**RESOURCE
PERSON(S):** Patrick Fannon, Controller; Richard Gay, Purchasing Manager

RECOMMENDATION

That the Board of Education approves the recommendations for award of contracts Board Exhibit for the November 20, 2001 board meeting.

See the attached list of contract recommendations presented for consideration by the Board of Education of Baltimore County.

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Appendix I – Recommendations for Award of Contracts – Board Exhibit

**Recommendations for Award of Contracts
Board Exhibit – November 20, 2001**

The following contract recommendations are presented for consideration by the Board of Education of Baltimore County.

**1. Supply Contract: Computer Memory Modules Estimated Award Value: \$100,000
Contract #3-327-02**

An annual bid to obtain quotes for firm fixed pricing for memory modules, on an "as needed/when needed" basis, was issued on September 20, 2001 to 36 vendors. Proposals were received from 11 vendors. The specifications were developed in conjunction with the Office of Informational Technology.

Due to the fluctuating daily price of memory modules, and the inability of most vendors to maintain pricing for extended periods of time, this bid establishes a "pre-qualified vendor list" to obtain quotes on required memory modules. Purchase orders must be issued by BCPS within 72 hours of receipt of the quotes. The specifications require a "lifetime" warranty on the memory modules and delivery within five days of receipt of the purchase order.

Award of contract is recommended to the following vendors as the responsive and responsible vendors responding to the solicitation.

**Azarat Marketing Group, Miami, FL
Bell Tech.Logix, Columbia, MD
Communication & Tech Incorp, Gaithersburg, MD
Cybercore Technologies, Timonium, MD
Grrasp Inc., Bethesda, MD
Landon Systems Corp., Westminster, MD
Lifetime Memory Products Inc., Irvine, CA
Netserve Inc., Glen Burnie, MD
Paredu Technologies, Inc., Scottsdale, AZ
Washington Square Assoc. Inc, Arlington, VA
Web & New Media Co/Logic Approach, Austin, TX**

The estimated award value for this contract is \$100,000.00 based upon historical purchases of these products. Funding will be provided by the operating budget of the individual schools and various offices.

2. **Supply Contract: Floor Tile and Cove Base** **Estimated Award Value: \$90,000**
Contract # 3-318-02

An annual bid to obtain firm fixed pricing for the purchase and delivery of various floor tile, adhesive and cove base was issued to seven vendors on September 20, 2001. Proposals were received from three vendors; four vendors did not respond. The specifications were developed in conjunction with the Office of Maintenance and the bidders at a pre-bid meeting. The Office of Maintenance will provide installation.

Description	b&b Concepts, Inc.	Continental Flooring	Capitol Building Supply
<u>Armstrong Floor Tile</u>			
Floor Tile, Pewter	\$19.47	\$20.95	\$19.50
Floor Tile, Cottage Tan	\$19.39	\$20.95	\$19.50
Floor Tile, Fortress White	\$19.43	\$20.95	\$19.50
Floor Tile, Sandrift	\$19.47	\$20.95	\$19.50
Floor Tile Adhesive	\$23.37	\$24.00	\$28.75
<u>Johnsonite Cove Base</u>			
4" Black Cove Base	\$36.13	\$35.80	\$43.70
4" Cinnamon Cove Base	\$36.97	\$37.60	\$48.95
6" Black Cove Base	\$49.19	\$52.25	\$61.50
6" Cinnamon Cove Base	\$49.93	\$55.00	\$68.75

The aggregate award of contract is recommended to **b & b Concepts, Inc., Lanham, MD** as the responsive and responsible vendor offering the lowest aggregate unit prices.

The estimated award value for this contract is \$90,000.00 based upon historical purchase of these products. Funding will be provided by the operating budget of the Office of Maintenance, Aging School Funding, Capital Projects, and individual schools' operating budget.

3. **Supply Contract: Fence Supplies** **Estimated Award Value: \$50,000**
Contract #3-324-02

An annual bid to obtain firm fixed pricing for the purchase and delivery of various fencing materials, piping, caps, tension bands, latches, tie wire, and hinges was issued on September 6, 2001 to 13 vendors. Proposals were received from one vendor; 12 vendors did not respond. The specifications were developed in conjunction with the Office of Grounds

and the bidders at a pre-bid meeting. Installation will be provided through the Office of Grounds.

Award of contract is recommended to **Global Hardware Systems, Inc.** as the responsive and responsible vendor offering unit prices for all items.

The estimated award value for this contract is \$50,000.00 based upon historical purchase of these products. Funding will be provided by the operating budget of the Office of Grounds, Aging School Funding, Capital Projects, and individual schools' operating budget.

4. **Teaching American History** **Award Value: \$997,354**
in Maryland Program **National Council for History Education**
Three-Year Grant **Center for History Education-UMBC**
Contract #5-534-02 **Maryland Public Television**

The Office of Social Studies has applied for a three-year grant from the U.S. Department of Education to provide professional development programs in American History for teachers in grades 1 – 12. The U.S. Department of Education has approved the grant to Baltimore County Public Schools in the amount of \$997,354.00 over a three-year period. The funding for The Teaching American History Project will be coordinated by the Baltimore County Public Schools in partnerships with a variety of resources, including \$94,095.00 to the National Council for History Education for three years, \$604,113.00 with the Center for History Education at UMBC for three years, \$75,492.00 with Maryland Public Television for three years, and various other smaller contractors in the amount of \$223,654 for three years.

These resources will be used to provide graduate level experiences, models of effective history instruction, as well as structured feedback and support. The premise of the grant is to increase the level of content expertise and teaching skills among teachers in low-performing schools, thereby increasing the level of student achievement. The National Council for History Education will conduct a three-day Colloquium each January for a group of 45 teachers. Different teachers will be selected each year. Teachers will be encouraged and selected through an application process, the number of teachers will be divided equally among elementary, middle and high school positions for each colloquium. While the program is geared toward low-performing schools, teachers from all schools will be invited to participate. The Center for History Education – UMBC will provide the faculty for summer institutes, as well as housing for the January colloquia. Maryland Public Television will establish and maintain a teacher accessible web-site for the material developed through this program.

The estimated budget is from federal funds provided by the U.S. Department of Education for a three year period beginning in the academic year 2001-2002 and ending in the academic year 2003-2004. Attached please find enclosure 1, a copy of the proposed budget.

Enclosure 1

BUDGET FOR TEACHING AMERICAN HISTORY PROJECT

	Rates	Year 1 - AY 01-02		Year 2 - AY 02-03		Year 3 - AY 03-04	
		DoE	UMBC	DoE	UMBC	DoE	UMBC
Baltimore County Public Schools (BCPS)							
Director of Instructional Development (DoID):							
Pro-rated in Yr 1 to start Dec. 2001							
	Year 1	2002	\$ 30,000	22,500			
	Year 2	2003	31,800		31,800		
	Year 3	2004	33,708			33,708	
Fixed Charges:	0.0865	(of salary)		1,946	2,751	2,916	
BCPS Substitute Stipends for NCHE Workshops							
(35 BCPS Substitutes)	Year 1	2002	\$ 65	2,275			
	Year 2	2003	68		2,366		
	Year 3	2004	70			2,461	
AACPS Substitute Stipends for NCHE Workshops							
(5 AACPS Subs.)	Year 1	2002	\$ 100	1,000			
10 x 3 x 100 = 3000	Year 2	2003	104		1,040		
	Year 3	2004	108			1,082	
BCPS Substitute Stipends for CHE Follow-up Workshops:							
(35 BCPS teachers)	Spring	2003	\$ 65	2,275			
(70 BCPS teachers)	Spring	2004	68		4,732		
(105 BCPS teachers)	Fall	2004	70			7,382	
AACPS Substitute Stipends for CHE Follow-up Workshops:							
(5 AACPS Subs.) 10	Spring	2003	\$ 100	1,000			
(10 AACPS Subs.) 10	Spring	2004	104		2,080		
(15 AACPS Subs.) 10	Fall	2004	108			3,245	
Fixed Charges:	0.0865	(of stipends)		<u>567</u>	<u>884</u>	<u>1,226</u>	
Total funding required for BCPS:				31,563	45,653	52,018	

BUDGET FOR TEACHING AMERICAN HISTORY PROJECT

	Rates	Year 1 - AY 01-02		Year 2 - AY 02-03		Year 3 - AY 03-04	
		DoE	UMBC	DoE	UMBC	DoE	UMBC
Center for History Education: (CHE)							
Project Leadership:							
Academic Director - Dr. D. Ritschel (2-course release)	20%		11,200		12,096		13,064
Administrative Director (half-time)							
Pro-rated in Yr 1 to start Nov. 2001							
Year 1 2002	\$	30,000	25,000				
Year 2 2003	\$	31,800		31,800			
Year 3 2004	\$	33,708				33,708	
Administrative Assistant (1/4 - time)			7,500		7,950		8,427
Fringe Benefits:	30%						
Academic Director			3,360		3,629		3,919
Administrative Director			7,500		9,540		10,112
Administrative Assistant			-	2,250	-	2,385	-
Recruiting Costs (Administrative Director)			500				
Expenses for 2 members of the team to travel to annual DoE conference			500	-	500	-	500
Direct Costs for Project Administration			48,060	9,750	57,565	10,335	61,303

CHE Summer Institute (June - July)

(3 courses @ 15 teachers in each)

Summer Institute Salaries:

Summer Institute Lead Professors (3)							
Salary per course:							
Year 1 2002	\$	5,805	17,415				
Year 2 2003		6,095			18,286		
Year 3 2004		6,400					19,200
Summer Institute Lecturers (2 per course * 3 courses) (3 Master Teachers, 3 Web Masters)	\$	2,000	12,000		12,000		12,000
Materials and Supplies Printing, Postage, Photocopying, etc.			1,500		1,500		1,500
Resources for Teachers: Books, maps, photographs, CD-ROMs, etc. (45 teachers)	\$	50	2,250		2,250		2,250
External Examiners: 3 examiners	\$	400	1,200		1,200		1,200
Lunches for Summer Institute courses (45 teachers + 8 faculty/Admins * 10 days)							
530 lunches							
Year 1 2002	\$	12.00	6,360				
Year 2 2003	\$	13.00		6,890			
Year 3 2004	\$	14.00				7,420	

BUDGET FOR TEACHING AMERICAN HISTORY PROJECT

	Rates	Year 1 - AY 01-02		Year 2 - AY 02-03		Year 3 - AY 03-04	
		DoE	UMBC	DoE	UMBC	DoE	UMBC
Stipends for teachers at Summer Institute 45 teachers	\$ 700	31,500		31,500		31,500	
Tuition & Fees at Summer Institute							
45 teachers Year 1 2002	\$ 934	42,030					
Year 2 2003	969			43,627			
Year 3 2004	1,006					45,285	
Video Data Projector & Accessories:		6,000					
Laptop Computer		2,500					
Transportation to MSA		300		300		300	
Transportation to B&O Museum		300		300		300	
Transportation to National Archives II		300		300		300	
Total costs for Summer Institute:		<u>106,240</u>	<u>17,415</u>	<u>99,867</u>	<u>18,286</u>	<u>102,055</u>	<u>19,200</u>

BUDGET FOR TEACHING AMERICAN HISTORY PROJECT

	Rates	Year 1 - AY 01-02		Year 2 - AY 02-03		Year 3 - AY 03-04	
		DoE	UMBC	DoE	UMBC	DoE	UMBC
Teachers Copy Accounts for National Archives:							
Teachers' Copy Accounts (45 teachers)	\$ 50	<u>2,250</u>		<u>2,250</u>		<u>2,250</u>	
Total funding required for copy accounts for National Archives:		2,250	-	2,250	-	2,250	-
CHE Follow-up Workshops							
Year 2: 1 workshop							
Year 3: 5 workshops	\$ 500			500		2,500	
Historians	500			500		2,500	
Master Teachers	500			500		2,500	
Web Masters							
Lunches				650			
(yr 2 - 45 teachers + 5) Spring 2003	\$ 13					1,400	
(yr 3 - 90 teachers + 10) Spring 2004	14					<u>2,030</u>	
(yr 3 - 135 teachers + 10) Fall 2004	14	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>		
Subtotal for CHE Follow-up Workshops:		<u>-</u>	<u>-</u>	<u>2,150</u>	<u>-</u>	<u>10,930</u>	<u>-</u>
Total direct costs for CHE portion: (Summer Institute + Administration + Workshops)		156,550	27,165	161,832	28,524	176,538	30,155
UMBC Indirect Costs: (does not include tuition)	30%	<u>34,356</u>	<u>-</u>	<u>35,461</u>	<u>-</u>	<u>39,376</u>	<u>-</u>
Total funding required for CHE:		190,906	-	197,293	-	215,914	-
National Council for History Education (NCHE)							
NCHE Winter Workshop (Jan. 2002):							
NCHE costs for 45 teachers:	\$ 700	25,200		25,200		25,200	
36 Teachers:	685	<u>6,165</u>		<u>6,165</u>		<u>6,165</u>	
9 Teachers:							
Total funding required for NCHE:		31,365	-	31,365	-	31,365	-

BUDGET FOR TEACHING AMERICAN HISTORY PROJECT

	Rates	Year 1 - AY 01-02		Year 2 - AY 02-03		Year 3 - AY 03-04	
		DoE	UMBC	DoE	UMBC	DoE	UMBC
Maryland State Archives (MSA):							
3 Presentations per Summer Institute:	\$ 500	1,500		1,500		1,500	
1 Presentation per Follow-up Workshop:	500	500		500		500	
3 Mentoring sessions with 5 Archivists (3 sessions x 5 archivists x 3 hours x \$16 per hour)	16	720		720		720	
Continuing mentoring by e-mail (45 teachers x 3 hours x \$16 per hour)	16	2,160		2,160		2,160	
Teachers' Copy Accounts (45 teachers)	50	<u>2,250</u>		<u>2,250</u>		<u>2,250</u>	
Total direct costs for MSA:		<u>7,130</u>		<u>7,130</u>		<u>7,130</u>	
MSA Indirect Costs:	17%	1,212		1,212		1,212	
Total funding required for MSA:		8,342	-	8,342	-	8,342	-
National History Day:(NHD)							
Summer Institute Presentations							
2 Presenters at 3 courses each (6 presenters)	\$ 500	3,000		3,000		3,000	
Materials for teachers		<u>2,500</u>		<u>2,500</u>		<u>2,500</u>	
Total funding required for NHD:		5,500	-	5,500	-	5,500	-
B&O Railroad Museum							
Summer Institute Presentations							
1 Presenter at 3 courses each (3 presenters)	\$ 500	1,500		1,500		1,500	
Materials for teachers (3 presentations)	100	<u>300</u>		<u>300</u>		<u>300</u>	
Total funding required for B&O Museum:		1,800		1,800		1,800	

BUDGET FOR TEACHING AMERICAN HISTORY PROJECT

Rates	Year 1 - AY 01-02		Year 2 - AY 02-03		Year 3 - AY 03-04	
	DoE	UMBC	DoE	UMBC	DoE	UMBC
Maryland Public Television: (MPT)						
Staff:						
Director of Educational Projects: (80 hours Yr1; 75 hours Yr 2; 70 Yr 3)		4,000		3,975		3,920
Professional Development Coordinator: (5% of Time)		2,440		2,585		2,740
Presentations: (3 sessions each year .2 hours in length)		1,200		1,275		1,350
Online Producer: (75 hours Yr1; 70 Yr2 and 60 in Yr 3)		<u>2,025</u>		<u>2,030</u>		<u>1,860</u>
Total Staff:		9,665		9,865		9,870
Contracted Services:						
Online Production Assistant (30 days per year @ \$250/day)		7,500		7,500		7,500
Web Server/ hosting/maintenance		<u>5,000</u>		<u>5,000</u>		<u>5,000</u>
Total Contracted Services:		12,500		12,500		12,500
Supplies/promotional items		<u>1,000</u>		<u>1,000</u>		<u>1,000</u>
Total Direct Costs:		23,165		23,365		23,370
Indirect Cost: 8%		<u>1,853</u>		<u>1,869</u>		<u>1,870</u>
Total funding required for MPT:		25,018		25,234		25,240
PROGRAM COSTS PER YEAR:		\$ 294,494	\$ -	\$ 315,187	\$ -	\$ 340,179
BCPS Indirect costs on total grant: 5%		<u>14,725</u>	-	<u>15,769</u>	-	<u>17,009</u>
TAH in MD - TOTAL FUNDING REQUIRED PER YEAR:		<u>\$ 309,219</u>	\$ -	<u>\$ 330,947</u>	\$ -	<u>\$ 357,188</u>

Funding required for Year 1	\$ 309,219
Funding required for Year 2	\$ 330,947
Funding required for Year 3	<u>\$ 357,188</u>
Total funding required over 3 years:	<u>\$ 997,354</u>