

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: November 19, 2002
TO: BOARD OF EDUCATION
FROM: Dr. J. Hairston, Superintendent
SUBJECT: Recommendations for Award of Contracts
Board Exhibit – December 3, 2002
ORIGINATOR: Robert Haines, Deputy Superintendent of Business Services
RESOURCE PERSON(S): Patrick Fannon, Controller; Rick Gay, Purchasing Manager

RECOMMENDATION

That the Board of Education approves the recommendations for award of contracts Board Exhibit for the December 3, 2002, 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 – December 3, 2002**

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

1. **Supply Contract: Interior and Exterior Replacement Doors** **Estimated Award Value :\$60,000**
One-year Contract Extension
Contract #3 -304-01

A bid for interior and exterior replacement doors for various Baltimore County Public Schools was issued on February 15, 2001, to 11 vendors to qualify and select firms to provide new interior and exterior replacement doors for a firm - fixed price. The current contract was approved by the Board of Education in March of 2001. The contract will expire on November 28, 2002. The contract allows for a one -time 12 -month extension. This bid does not include installation of the doors.

Proposals were received from three vendors and one vendor submitted a no -bid response. Recommendation of the original award was made to the following responsive and responsible bidders.

<u>Vendor Name</u>	<u>Award Area</u>
Precision Door & Hardware, Inc. Alexandria, VA	Various Special -Lite Exterior Doors
Pikesville Lumber Company Baltimore, MD	Various Interior and Exterior Doors
Building Components Corporation Towson, MD	Fire Rated Doors

The Office of Purchasing is therefore recommending that the original contract be extended until November 28, 2003, to allow BCPS to continue to purchase interior and exterior doors under the same pricing, terms, and conditions as the original contract.

Funding is provided from the Office of Maintenance's operational account and the Aging School Funding account.

2. **Supply Contract: Privacy Partition Parts for Public Lavatories** **Estimated Annual Award :\$100,000**
Two-year Contract Extension **Estimated Award Value:\$200,000**
Contract#3 -306-01

A bid was issued on June 29, 2000, for privacy partition parts for public lavatories, Bid Number 3 -306-01. The bid was issued to 21 vendors. Proposals were received from three vendors. The specifications were developed in conjunction with the Office of Maintenance and prospective bidders at a pre-bid meeting. The specifications provided pricing for various (undetermined) repair and replacement parts for installation and maintenance of toilet compartments and urinal partitions by the Division of Physical Facilities, as needed, during the term of contract. The Board previously approved the award of this contract to Partition Plus, Inc., Abingdon, MD, in August, 2000, and the contract expires on December 30, 2002.

The current contract is extendable for up to two additional years under the same pricing, terms, and conditions. The Office of Purchasing therefore recommends an extension of the award for two additional years to **Partition Plus, Inc., Abingdon, MD**, for privacy partition parts for public lavatories from various manufacturers, which offered discounted prices ranging from 15 to 50 percent. This contract extension will renew the current contract until December 30, 2004. The actual value of the award is unknown, but a projected value of \$100,000, annually, has been determined based upon projections for the needs of these services. Funding is provided from the operating budget of the Office of Maintenance.

3. **Supply Contract:** **Estimated Award Value :\$90,000**
Various Floor Tiles
One-year Contract Extension
Contract#3 -326-03

An annual bid was issued on September 20, 2001, to seven vendors for various floor tiles. Proposals were received from three vendors. The specifications were developed in conjunction with the Office of Maintenance and prospective bidders at a pre-bid meeting. The bid obtained firm-fixed pricing for the purchase and delivery of various floor tiles, adhesive, and cove base for floors throughout the system to be installed by the Office of Maintenance and/or vendors.

The current contract was approved by the Board of Education in October, 2001, and allows for a one-year extension. The current contract is due to expire on November 28, 2002. The Office of Purchasing is therefore recommending the current contract with **b&b Concepts, Inc., Lanham, MD**, be extended until November 28, 2003, as the most responsive and responsible vendor offering the lowest aggregate unit prices for these materials.

The estimated award value for this contract is \$90,000 based upon historical purchase of these products. Funding will be provided by the operating budgets of the Office of Maintenance, the Aging School Funding account, Capital Projects, and individual schools.

**4. Supply Contract: Various Hand Tools and Equipment for the Office of Grounds Estimated Annual Award: \$50,000
Four-year Contract Estimated Award Value: \$200,000
Contract #3 -323-03**

A four-year bid was issued on October 10, 2002, to 31 vendors for various hand tools and equipment. Proposals were received from 12 vendors, including three no-bids. The specifications were developed in conjunction with the Office of Grounds and prospective bidders at a pre-bid meeting. The specifications were to identify and select various hand tool products for purchase and delivery.

Recommendation for award is being made to the following companies based upon their offering the *highest percentage -off manufacturer's list price*.

<u>Product</u>	<u>Vendor</u>	<u>Percentage Off</u>
Ames--Lawn & garden tools	Pikesville Lumber, Pikesville, MD	34%
Union--Lawn & garden tools	Pikesville Lumber, Pikesville, MD	37%
Stihl--All Products	Liberty Discount Lawn Equip, Upperco, MD	25%
Echo--All Products	Liberty Discount Lawn Equip, Upperco, MD	25%
Wacker--All Products	Suburban Sales & Rental Center, Cockeysville, MD	13%
Tanaka--All Products	Lyons & Lyons Sales Co., Inc., Glen Arm, MD	15%
Shindaiwa--All Products	Security Equipment Company, Baltimore, MD	22%
Highlander Pro --Tractors	Security Equipment Company, Baltimore, MD	7%
Ryan Jr --Sodcutters	Walter G. Coale, Inc., Churchville, MD	20%
Taylor Way --Tractor Attachments	Walter G. Coale, Inc., Churchville, MD	2%

The estimated award value for this contract is \$50,000, annually, based upon historical purchase of these products. Funding will be provided by the operating budget of the Office of Grounds.

**5. Supply Contract: Various Insulated Glass for Windows Estimated Yearly Value: \$100,000
Five-year Bid Estimated Award Value: \$500,000
Contract #s RHA -338-03 and RHA -345-03**

At the request of the Office of Maintenance, a five-year bid was issued on September 12, 2002, for insulated window glass, and on October 14, 2002, for non-insulated window glass, to eight vendors. Bids were received from three vendors. The specifications were developed in conjunction with the Office of

Maintenance and prospective bidders at a pre-bid meeting. The specifications were to identify products and to obtain firm fixed pricing for the purchase and delivery of the window glass to be installed by the Office of Maintenance and/or vendors.

Pricing shall remain firm through December 31, 2003. After this date, it is the award bidder's responsibility to notify the Office of Purchasing, at least 90 days in advance, of any change in pricing from the manufacturer. BCPS reserves the right to accept or reject a price increase within 30 days of being notified. Pricing can only be adjusted based upon the manufacturer's increase/decrease in the price of materials to the award vendor. BCPS also reserves the right to terminate the contract on any or all items, with a 30-day notice, and to re-bid.

Award of contract for insulated window glass is recommended to **Maryland Glass, Baltimore, MD**, as the responsive and responsible vendor offering the lowest per-square foot price for 3/4", 7/8", and 1" Solex insulated units.

Award of contract is recommended to **L&S Glassworks, Glen Burnie, MD**, as the responsive and responsible vendor offering the lowest per-square-foot price for all other insulated window glass requirements.

Award of contract for non-insulated window glass is recommended to **Caplan Brothers, Baltimore, MD**, as the responsive and responsible vendor offering the lowest price for various-sized double-strength float glass, clear float plate glass, polished plate glass, hammered rolled Miscowire glass, clear architectural laminated glass, and unframed mirrors.

Award of contract for non-insulated window glass is recommended to **Maryland Glass, Baltimore, MD**, as the responsive and responsible vendor offering the lowest price for clear Miscopolished wire glass, clear tempered glass, and mirrors with a chrome-finished snap frame.

The estimated award value for this contract is \$100,000, annually, based upon historical purchase of these products. Funding will be provided by the operating budgets of the Office of Maintenance, the Aging School Funding account, Capital Projects, and individual schools.

6. **Supply Contract: Various Repair Parts for the Office of Grounds** **Estimated Annual Award: \$150,000**
Four-year Contract **Estimated Award Value: \$600,000**
Contract #3 -335-03

At the request of the Office of Grounds, a four-year bid was issued on October 3, 2002, to 22 vendors for various repair parts for their equipment. Proposals were received from 12 vendors, including three no-bids. The specifications were developed in conjunction with the Office of Grounds and prospective bidders at a

pre-bid meeting. The specifications were to identify and select various repair and replacement parts for purchase and delivery. Recommendation for award is being made to the following companies based upon their offering the *highest percentage-off manufacturer's list price, per each type of repair part*.

<u>Equipment Type/Repair Part</u>	<u>Vendor</u>	<u>Percentage Off</u>
Bradco Trencher , Attachments	Backyard Power ,Baltimore,MD	2%
Kubota, Engine Parts	Baltimore Turf Equipment ,Baltimore,MD	13%
Kubota, Tractor and Parts	Baltimore Turf Equipment ,Baltimore,MD	13%
Lesco, Small Equipment	Lesco, Inc. ,Baltimore,MD	5%
Honda, Engine Parts	Liberty Discount Lawn Equip, Upperco, MD	22%
Kawasaki, Engine Parts	Liberty Discount Lawn Equip, Upperco, MD	22%
Wisconsin, Engine Parts	Liberty Discount Lawn Equip, Upperco, MD	22%
Toro, Tractor and Parts	Liberty Discount Lawn Equip, Upperco, MD	22%
Cub Cadet Mowers , Small Equipment	Liberty Discount Lawn Equip, Upperco, MD	22%
Echo Blower and Trimmer	Liberty Discount Lawn Equip, Upperco, MD	22%
Merry Tiller , Small Equipment	Liberty Discount Lawn Equip, Upperco, MD	22%
Stihl Chainsaw and Trimmer	Liberty Discount Lawn Equip, Upperco, MD	22%
Briggs and Stratton , Engine Parts	Lyons & Lyons Sales Co., Inc. ,Glen Arm, MD	25%
Kohler, Engine Parts	Lyons & Lyons Sales Co., Inc. ,Glen Arm, MD	25%
Hustler, Tractor and Parts	Lyons & Lyons Sales Co., Inc. ,Glen Arm, MD	5%
Parker Vacuum , Small Equipment	Lyons & Lyons Sales Co., Inc. ,Glen Arm, MD	2%
Ford, Engine Parts	Security Equipment Company ,Baltimore,MD	10%
Gravely, Tractor and Parts	Security Equipment Company ,Baltimore,MD	20%
Woods, Attachments	Security Equipment Company ,Baltimore,MD	15%
York Rake , Attachments	Security Equipment Company ,Baltimore,MD	6%
Ford/New Holland, Tractor and Parts	Walter G. Coale, Inc. ,Churchville, MD	16%
Ransome, Tractor and Parts	Walter G. Coale, Inc. ,Churchville, MD	11%
Harley Rake , Attachments	Walter G. Coale, Inc. ,Churchville, MD	10%
McMillen Auger , Attachments	Walter G. Coale, Inc. ,Churchville, MD	10%
Buyers, Snow Plow Parts	Walter G. Coale, Inc. ,Churchville, MD	30%
Meyers, Snow Plow Parts	Walter G. Coale, Inc. ,Churchville, MD	11%
Stone Roller and Tamper	Walter G. Coale, Inc. ,Churchville, MD	10%
Tanaka Edger and Trimmer	Walter G. Coale, Inc. ,Churchville, MD	8%
Sullair, Air Compressor Parts	Zenmar Power Tools & Hoists ,Cockeysville, MD	10%
Jet, Air Hammers and fittings	Zenmar Power Tools & Hoists ,Cockeysville, MD	15%
Sullair, Air Hammers and fittings	Zenmar Power Tools & Hoists ,Cockeysville, MD	20%
Thor, Air Hammers and fittings	Zenmar Power Tools & Hoists ,Cockeysville, MD	5%
Dixon fittings , Air Hammers & fittings	Zenmar Power Tools & Hoists ,Cockeysville, MD	50%

The estimated award value for this contract is \$150,000, annually, based upon historical purchase of these products. Funding will be provided by the operating budget of the Office of Grounds.