

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: December 2, 2003
TO: BOARD OF EDUCATION
FROM: Joe A. Hairston, Superintendent
SUBJECT: Recommendations for Award of Contracts
ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services
RESOURCE PERSON(S): Patrick Fannon, Controller; Rick Gay, Purchasing Manager

RECOMMENDATION

That the Board of Education approves the following contract recommendations.

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

RLG/caj

Appendix I – Recommendations for Award of Contracts – Board Exhibit

**Recommendations for Award of Contracts
Board Exhibit – December 2, 2003**

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

1. **Contract:** Library Magazines and Periodicals, Extension
 BID #: 4-407-03

Term: 2-year extension of contract **Contract Ending Date:** 12/31/05 (tentative)
Estimated annual extension award value: \$74,000
Estimated total award value: \$148,000

Bid issued: August 1, 2002
Pre-bid meeting date: None
Bid due date: August 15, 2002
No. of vendors issued to: 9
No. of bids received: 2
No. of no-bids received: 0
No. of non-responsive: 0

Description:

This is a two-year extension of the contract. The Board of Education approved the initial award of contract in September 2002. The initial contract was designed to provide for two one-year-period extensions; however, we are exercising both one-year extensions at this time.

The bid specifications established a contract price for approximately 170 magazines and periodicals. The contract calls for bidders to offer a trade discount of 13 percent off the one-year subscription rate. The trade discount rate shall remain constant for any contract extension.

This year the schools will order the items required for their instructional/library programs through the online catalog process.

Recommendations:

Award of contract extension is recommended to:

WT Cox Subscription, Inc., Shallotte, NC

Responsible school or office: Library Information Services
Contact Person: Della Curtis
Funding Source: Operating budget of each individual school

2. Contract: Paging Services and Equipment
Bid #: PCR-238-04 MD State Dept Budget & Mgmt #050R3800405

Term: 2 years **Extensions:** 3/1-year **Contract Ending Date:** 9/1/08 (tentative)
Estimated annual award Value: \$20,000
Estimated total award value: \$100,000

Bid issued: May 13, 2003
Pre-bid meeting date: May 22, 2003
Due Date: June 3, 2003
No. of vendors issued to: --
No. of bids received: --
No. of no-bids received: --

Description:

BCPS requests approval to participate in Maryland State's contract award for paging services and equipment for a variety of numeric, alpha numeric, text, one-way, and two-way messaging plans. Pricing is based on several plans being offered, depending on the degree of service designed by the user.

Recommendation:

Award of contract is recommended to:

Arch Wireless, Baltimore, MD
Metrocall, Baltimore, MD

Responsible school or office: Office of Purchasing/Office of Telecommunications

Contact Person: Rick Gay/Greg Barlow

Funding Source: Operating budgets of individual schools/offices