DATE: March 9, 2004

TO: BOARD OF EDUCATION

FROM: Joe A. Hairston, Superintendent

SUBJECT: RECOMMENDATIONS FOR AWARD OF CONTRACTS

ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services

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 – March 9, 2004

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

1. **Contract:** Contracted Services: HVAC Repair Services
   **BID #:** 3-343-01
   **Term:** 1-year extension of contract
   **Contract Ending Date:** 3/13/05 (tentative)
   **Estimated annual extension award value:** $150,000
   **Estimated total extension award value:** $150,000

   **Bid issued:** January 18, 2001
   **Pre-bid meeting date:** January 31, 2001
   **Due Date:** February 15, 2001
   **No. of vendors issued to:** 14
   **No. of bids received:** 13
   **No. of no-bids received:** 0

**Description:**

The Office of Purchasing issued a solicitation in January, 2001, to qualify and select vendors for HVAC repair services. The Board of Education approved the initial award of contract on March 29, 2001. The initial contract was designed to provide a one-year extension of contract upon mutual agreement and under the same pricing, terms, and conditions. The fifth bidder is now in place as the tertiary.

**Recommendation:**

- **Primary Award**
  Denver-Elek, Inc., Baltimore, MD
- **Secondary Award**
  R. F. Warder, White Marsh, MD
- **Tertiary Award**
  Tignall & Company, Cockeysville, MD

**Note:** The original tertiary award bidder, RCS Commercial Air Conditioning, Inc., was not willing to extend contract pricing.

**Responsible school or office:** Division of Physical Facilities, Maintenance

**Contact Person:** Cornell Brown

**Funding Source:** Operating budget for Maintenance
2. **Contract:** Contracted Services: *On-Call* Microbial Remediation and Restoration Services

   **Bid #:** JMI-613-04

   **Term:** 5 years  **Extensions:** N/A  **Contract Ending Date:** March 1, 2009 (tentative)

   **Estimated annual award value:** 700,000  
   **Estimated total award value:** $3,500,000

   **Bid issued:** January 15, 2004
   **Pre-bid meeting date:** January 22, 2004
   **Due Date:** January 29, 2004
   **No. of vendors issued to:** 9
   **No. of bids received:** 4
   **No. of no-bids received:** 0

**Description:**

The Office of Purchasing issued a solicitation to pre-qualify contractors with the appropriate insurance, training, and certification to perform microbial remediation by cleaning, disinfecting, demolition and disposal, restoration, and (associated) lead and asbestos abatement. All work under this contract will be performed either on a *time-and-material* or by a *not-to-exceed* quote basis.

**Recommendation:**

Award of contract is recommended to the following firms based upon the regular hourly rate for each worker on site working.

- **Primary**
  - A-L Abatement, Inc., Baltimore, MD

- **Secondary**
  - Barco Enterprises, Inc., White Marsh, MD

**Responsible school or office:** Office of Maintenance, Office of Environmental Services, Office of Operations, and Office of Engineering and Construction

**Contact Person:** Bob Merrey and Reginald Ringgold

**Funding Source:** Operating budget, aging school funds, and capital projects
3. **Contract:** Food Service: Equipment  
   **Bid #:** JCO-411-04

**Term:** 120 Days  
**Extensions:** 0  
**Contract Ending Date:** 6/30/04 (tentative)  
**Estimated total award value:** $146,027

**Bid issued:** January 8, 2004  
**Pre-bid meeting date:** None  
**Bid due date:** January 23, 2004  
**No. of vendors issued to:** 15  
**No. of bids received:** 9  
**No. of no-bids received:** 5  
**No. of non-responsive:** 0

**Description:**

A bid was issued for the purchase and delivery of food service equipment (convection ovens, steamers, freezer chests, slicers, display cabinets, refrigerators, freezers, and warming cabinets) for various schools. Delivery is expected to be complete within 60 days after the award bidders receive the purchase order.

**Recommendations:**

Award of Contract is recommended to:

- Arbutus Refrigeration, Inc.  
  Baltimore, MD  
- Ashland Equipment, Inc.  
  Belcamp, MD  
- Calico Industries, Inc.  
  Annapolis Junction, MD

**Responsible school or office:** Office of Food and Nutrition Services

**Contact Person:** David Patterson

**Funding Source:** Office of Food and Nutrition Services
4. Contract: Microsoft License Agreement
   Bid #: JNI-744-04

   Term: 1 year  Extension: none  Contract Ending Date: July 2005 (tentative)
   Estimated total award value: $388,163

   Bid issued: NA
   Pre-bid meeting date: NA
   Due Date: NA
   No. of vendors issued to: NA
   No. of bids received: NA
   No. of no-bids received: NA

Description:
The Department of Technology wishes to renew the contract for Microsoft licensing with
the University System of Maryland, Bowie, MD. This contract, RFP #USMC 99-12, was
originally approved on September 9, 1999, to purchase software licensing for the
computers being used by the students and staff in the Baltimore County Public Schools.
The University System of Maryland extended the invitation to local education agencies to
participate in a master agreement with BELL Techlogix, Richmond, VA. The Microsoft
license agreement includes the Windows operating system, Office Suite and Outlook
2000 e-mail clients. Over one-half of the public school systems in Maryland participate
in this contract. The contract has been in force since 1999, and is being extended from
July 19, 2004 to July 18, 2005. The cost to cover the approximately 21,420 computers in
Baltimore County is $388,163 for this one-year period of time.

Responsible school or office: Department of Technology
Contact Person: Greg Barlow
Funding Source: Operating budget for Department of Technology