

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** March 23, 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.

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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



The six-year contract is valid for an additional five years pending approval of the continuation of grants by the Maryland State Department of Education.

**Recommendation:**

Award of contract is recommended to:

Family Tree, Inc.  
Abilities Network  
Child Care Links  
Towson University

Baltimore, MD  
Baltimore, MD  
Baltimore, MD  
Towson, MD

**Responsible school or office:** Department of Elementary Programs-Early  
Childhood

**Contact Person:** Jane E. Lichter and Clarice T. Taylor

**Funding Source:** Grant Funds, Maryland State Department of  
Education

**2. Contract:** Office of Science PreK-12: Curriculum Materials and Equipment  
**Bid #:** JNI-732-04

**Term:** 1 year      **Extensions:** 0      **Contract Ending Date:** 1/31/05 (tentative)  
**Estimated total award value:** \$120,000

**Bid issued:** Sole-source  
**Pre-bid meeting date:** NA  
**Bid due date:** NA  
**No. of vendors issued to:** NA  
**No. of bids received:** NA  
**No. of no-bids received:** NA  
**No. of non-responsive:** NA

**Description:**

The Office of Purchasing requests approval of the sole-source procurement of state-of-the-art data-acquisition software and hardware from Pearson Digital Learning. The *Waterford Early Math & Science* is a full year, individualized computer curriculum for grades pre-K and K. The program is the direct result of over five years of research and development by the Waterford Institute, a non-profit educational research organization dedicated to the innovation and improvement of public education. This curriculum uses digital music, advanced graphics, and colorful animation to provide standards-based instruction and mastery of specific skills and concepts such as number sense, operations, geometry, and patterns, as well as the scientific process, famous scientists, life science, physical science, and earth science. Individual progress is tracked and reported through student reports, class summary reports, and audio recordings. Over 38 take-home books accompany the program, and each child receives four videocassettes to support parent literacy instruction in the home. Teacher materials, professional development, and technical support are provided as part of the purchase package.

Superintendent’s Rule 3215 creates guidelines and procedures for sole-source procurement only under specific guidelines. The rule permits a sole-source contract when the Office of Purchasing determines “that it would be advantageous or [that it would be] impractical to seek or utilize another source when the requirement is only available from a single source, and when the compatibility of equipment, accessories, or replacement parts is the paramount consideration.”

Superintendent’s Rule 3209 paragraph 2. (A) Requires “All purchases of textbooks, computer software, and other materials are subject to the published procedures, authority, and scrutiny of the Office of Purchasing.” Section 7-106 of the Education Article of the Annotated Code of Maryland, section 5-112 (b) (3) (ii) 1. states that 5-112 does not apply if the County Board determines in the written specification that a particular manufacturer’s product is required to maintain compatibility of service or equipment. Under the Office of Purchasing procedure OP4002.4, a sole-source purchase may arise from the following conditions: copyrighted products, such as software and publications.

**Recommendation:**

Award of contract is recommended to:

Pearson Digital Learning, Scottsdale, AZ

<b>Responsible school or office:</b>	Office of Science
<b>Contact Person:</b>	C. David Copenhaver
<b>Funding Source:</b>	Grants for Title I

**3. Contract:** Reading Textbooks and Materials for Grade 6  
**Bid No.:** RGA-112-04

**Term:** 5 years    **Extensions:** 0                      **Contract Ending Date:** 6/30/09 (tentative)  
**Estimated annual award value:** \$117,623  
**Estimated total award value:** \$588,116

**Bid issued:** NA  
**Pre-bid meeting date:** NA  
**Due Date:** NA  
**No. of vendors issued to:** 4  
**No. of bids received:** 4  
**No. of no-bids received:** 0

**Description:**

We request approval from the Board of Education to purchase the selected text *Scott Foresman Reading: Great Expectations, Grade 6*, published by Pearson Education. The book has a copyright date of 2004, and Pearson Education holds the copyright. Because it is copyrighted material, and the book is not available from any other source, the Office of Purchasing will purchase these materials under our sole-source guidelines. Superintendent’s Rule 3209, paragraph 2 (A), requires that “All purchases of textbooks, computer software, and other materials are subject to the published procedures, authority, and scrutiny of the Office of Purchasing.” The Office of Purchasing Procedure OP4002.4 indicates that a sole-source purchase may arise from the following conditions: copyrighted products, such as software, publications, textbooks, media, or products (specialized and/or advanced technology), which ensure a compatible learning environment for students/faculty at various school sites.

The Office of English and Reading followed the selection process as established in Board Policy 6163.2 and Superintendent’s Rule 6163.2. The Office of English and Reading appointed a study committee in September 2003 to define the content of the new reading program of study. The committee developed a set of criteria based on the science-based research document developed by the National Reading Panel as well as the Maryland Voluntary State Curriculum. Using these criteria, the Office of English and Reading study committee conducted its initial review of ten different series. The search was then narrowed to four series. Based on the established criteria for quality and type of materials needed, four sets of reading instructional materials were solicited from the following vendors:

<i>Macmillan/McGraw-Hill Reading Grade 6</i>	McGraw-Hill
<i>Houghton Mifflin Reading Grade 6: Triumphs</i>	Houghton Mifflin
<i>Harcourt Grade 6: Trophies</i>	Harcourt
<i>Scott Foresman Reading Great Expectations Grade 6</i>	Pearson Education.

The Grade 6 reading study consisted of representatives from Special Education, middle school administration, Gifted and Talented Programs, Instructional Technology, middle school department chairs, Grade 6 classroom reading teachers, elementary program

supervisors, and parents/community members. All areas of the county were represented. They met with and without vendors present on multiple occasions. Also, a sub-group of the study committee conducted a thorough alignment check using the four sets of reading materials with a criteria evaluation checklist against the contents of the MDSE Voluntary State Curriculum Grade 6 Reading Content Standards and Assessment Limits.

Materials were placed on display in the Educational Support Services' Building for one month for educators, the community, and parents to review. In addition, all stakeholders were invited for an evening showcase where the four reading series, with their ancillary materials, were on display. Finally, a meeting with parent groups was held to address concerns and queries regarding the materials. All of these events were advertised via the Superintendent's Bulletin, personal letters of invitation, and follow-up phone calls to encourage and confirm attendance.

After careful consideration the committee selected *The Scott Foresman Reading Great Expectations Grade 6* because it met all of the established criteria below:

- The program meets the five components recommended by the National Reading Panel.
- The program has the highest correlation to the Voluntary State Curriculum than any of the other programs examined.
- The program presents selections with a multicultural perspective.
- The program incorporates appropriate formative and summative assessments that will help teachers to guide instruction and inform them of student growth in reading.
- It provides adaptations, differentiation, and enrichment for students in the English Language Learners, special education, and gifted and talented programs.
- The program includes supplemental literary and nonfiction books to meet the needs of a range of students and allow for differentiation.
- The teacher resource package provides all needed materials for daily instruction.
- The student text includes challenging and engaging readings for a variety of student audiences.
- The program includes a balance of expository and literary selections as well as two additional sets of classroom libraries per teacher.
- The professional development package ensures ongoing technical assistance in helping teachers to deliver the program using the best practices researched for effective reading instruction.

**Recommendation:**

Award the *Scott Foresman Reading Great Expectations Grade 6* reading program based on the unanimous decision of the Grade 6 Reading Study Committee

**Responsible school or office:** Office of English and Reading

**Contact Person:** Paula Simon and Carla Zamerelli-Clifford

**Funding Source:** Textbook Budget & Title II Funds