

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: April 20, 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 – April 20, 2004

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

1. eCatalog Contracts (a through w)

The following 23 contracts for instructional supplies and equipment, textbooks, and instructional media represent our fourth year in developing an online electronic catalog for an electronic procurement system for schools and offices to use. Solicitations for these catalogs this year were issued online with vendors returning their pricing, also online, and awards were made online. We have also seen a dramatic increase in the number of responses from vendors this year due to the ease of the automated system.

Since September, 2001, Baltimore County Public Schools (BCPS) has aggressively moved toward online electronic purchasing. We have also expanded the system from a small pilot program of five campuses to over 170 locations, and expanded the number of online catalogs from the original five eCatalogs to 23 eCatalogs by the beginning of FY04. Delivery of supplies to a campus or office can, and normally does, occur within 24 to 96 hours. Through the use of procurement cards, vendors receive their payments within 24 to 48 hours after shipping. We have also been able to negotiate a reduction in shipping costs from an average of 10 to 15 percent to anywhere from 4 to 7 percent currently. All of this has been accomplished without an increase in budget or staffing.

These 23 online catalogs contain over 29,000 line items. Over the last two and a half years we have processed over 9,385 electronic purchase orders valued at \$5.2 million. Schools and curriculum offices are now able to order, from a campus workstation or from home, anything they need to support their curriculum throughout the school year.

a. **Contract:** eCatalog--Art Photo Supplies
Bid #: PCR-242-04

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/06 (tentative)
Estimated annual award value: \$75,000
Estimated total award value: \$150,000

Bid issued: January 29, 2004
Pre-bid meeting date: None
Due Date: March 1, 2004
No. of vendors issued to: 5
No. of bids received: 4
No. of no-bids received: 1

Description:

This is the annual solicitation issued to establish sourcing for 175 items of art photography supplies used throughout the year by all schools.

Recommendation:

Award of contract is recommended to:

Atlantic Systems and Technology, Greenbelt, MD
Kunz, Inc., Baltimore, MD
Penn Camera, Inc., Beltsville, MD
Service Photo, Inc., Baltimore, MD

Responsible school or office: Office of Art

Contact Person: Daisy McTighe

Funding Source: Operating budgets 2004-05 of individual schools and offices

b. Contract: eCatalog--Art Supplies
Bid #: PCR-243-04

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/06 (tentative)
Estimated annual award value: \$500,000
Estimated total award value: \$1,000,000

Bid issued: January 29, 2004
Pre-bid meeting date: None
Due Date: March 1, 2004
No. of vendors issued to: 11
No. of bids received: 9
No. of no-bids received: 2

Description:

This is the annual solicitation issued to establish sourcing for 1,500 items of art supplies used throughout the year by all schools.

Recommendation:

Award of contract is recommended to:

Dick Blick, Inc., Galesburg, IL
Clayworks Supplies, Inc., Baltimore, MD
Kunz, Inc., Baltimore, MD
National Art and School Supplies, Rahway, NJ
Paxton Patterson, Inc., Chicago, IL
Quill Corporation, Lincolnshire, IL
Sax Arts and Crafts, New Berlin, WI
Smith Office and Computer Supply, Inc, Hollywood, FL

Responsible school or office: Office of Art

Contact Person: Daisy McTighe

Funding Source: Operating budgets 2004-05 of individual schools and offices

c. Contract: eCatalog--Audio-Visual Supplies
Bid #: PCR-241-04

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/06 (tentative)
Estimated annual award value: \$125,000
Estimated total award value: \$250,000

Bid issued: January 29, 2004
Pre-bid meeting date: None
Due Date: March 1, 2004
No. of vendors issued to: 16
No. of bids received: 6
No. of no-bids received: 0

Description:

This is the annual solicitation issued to establish sourcing for 40 items of audio-visual supplies used throughout the year by all schools.

Recommendation:

Award of contract is recommended to:

Corporate Express, Inc, Baltimore, MD
Kunz, Inc. Baltimore, MD
Nelson White Systems, Inc., Baltimore, MD
Reliable Reproduction Supply, Baltimore, MD
Rudolph's Office and Computer, Baltimore, MD
School Specialty, Inc., Agawam, MA

Responsible school or office: Library Information Services

Contact Person: Art Stritch

Funding Source: Operating budgets 2004-05 of individual schools and offices

d. Contract: eCatalog--Family Studies Supplies
Bid #: PCR-244-04

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/06 (tentative)
Estimated annual award value: \$25,000
Estimated total award value: \$50,000

Bid issued: January 29, 2004
Pre-bid meeting date: None
Due Date: March 1, 2004
No. of vendors issued to: 6
No. of bids received: 2
No. of no-bids received: 1

Description:

This is the annual solicitation issued to establish sourcing for 200 items of family studies supplies used throughout the year by all schools.

Recommendation:

Award of contract is recommended to:

Jackman's Inc., St. Louis, MO
NASCO, Inc., Ft. Atkinson, WI

Responsible school or office: Office of Career and Technology Education

Contact Person: Maggie Caples

Funding Source: Operating budgets 2004-05 of individual schools and offices

e. **Contract:** eCatalog--Handwriting Materials
BID #: JCO-417-04

Term: 1 year **Extension:** 0 **Contract Ending Date:** 6/30/05 (tentative)
Estimated annual award value: \$40,000
Estimated total award value: \$40,000

Bid issued: January 29, 2004
Pre-bid meeting date: None
Bid due date: February 26, 2004
No. of vendors issued to: 14
No. of bids received: 2
No. of no-bids received: 0
No. of non-responsive: 0

Description:

A bid for the annual price agreement for handwriting materials' bid specification includes 81 items approved for use in the schools.

Recommendations:

Award of Contract is recommended to:

Zaner-Bloser, Inc., Columbus, OH

Responsible school or office: Office of Elementary Programs

Contact Person: Kathleen M. McMahon

Funding Source: Operating budgets of individual schools and offices

f. Contract: eCatalog--Interscholastic Athletic Equipment and Supplies
Bid #: JNI-737-04

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/06 (tentative)
Estimated annual award value: \$125,000
Estimated total award value: \$250,000

Bid issued: January 31, 2004
Pre-bid meeting date: NA
Due Date: March 1, 2004
No. of vendors issued to: 49
No. of bids received: 18
No. of no-bids received: 5

Description:

A bid was held to establish the annual price agreement for interscholastic athletic supplies and equipment with bid specifications that included 424 items approved for use in the interscholastic athletic program in the secondary schools.

Recommendation:

Recommendations of awards of contract are to the following vendors:

Aluminum Athletic Equipment Company, West Conshohocken, PA
Anaconda Sports, Kingston, NY
Bacharach Rasin Sporting Goods, Towson, MD
Breman Company, Boyds, MD
Cisco, Baltimore, MD
DVF Sports, Williamsburg, VA
Georgi Sports, Lancaster, PA
Henry Schein, Melville, NY
H L Corporation, Manhattan Beach, CA
LAX World, Timonium, MD
Passons Sports-Sports Supply Group, Dresher, PA
Penn Monto, Hadley, MA
Pioneer Manufacturing, Cleveland, OH
Spieth Anderson, Forth Worth, TX
Sportime International, Atlanta, GA
Sportmaster, Pittsburgh, PA
Sports Stop, Inc., Brooklandville, MD
Sportsman's, Johnstown, PA

Responsible school or office: Office of Athletics

Contact Person: Ronald Belinko

Funding Source: Operating budgets of individual schools and offices

g. Contract: eCatalog--Interscholastic Football Supplies and Equipment
Contract #: JNI-738-04

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/06 (tentative)
Estimated annual award value: \$105,000
Estimated total award value: \$210,000

Bid issued: January 31, 2004
Pre-bid meeting date: NA
Due Date: March 1, 2004
No. of vendors issued to: 46
No. of bids received: 11
No. of no-bids received: 2

A bid was held to establish the annual price agreement for interscholastic football supplies and equipment with bid specifications that included 192 items approved for use in the interscholastic football program in the secondary schools.

Recommendation:

Recommendations of awards of contract are to the following vendors:

Ace Reconditioners, Washington, PA
Cisco, Inc., Baltimore, MD
Football America, Silver Spring, MD
Henry Schein, Melville, NY
Marlow Sports, Forestville, MD
Marty Gilman, Gilman, Ct
Riddell All-American, Elyria, OH
Sportmaster, Pittsburgh, PA
Sports Stop, Inc., Brooklandville, MD
Sportsman's, Johnstown, PA

Responsible school or office: Office of Interscholastic Athletics

Contact Person: Ronald Belinko

Funding Source: Operating budgets of individual schools and offices

h. Contract: eCatalog--Library Instructional Media
BID #: JCO-414-04

Term: 1 year **Extension:** 0 **Contract Ending Date:** 6/30/05 (tentative)
Estimated annual award value: \$67,000
Estimated total award value: \$67,000

Bid issued: January 29, 2004
Pre-bid meeting date: None
Bid due date: February 26, 2004
No. of vendors issued to: 47
No. of bids received: 7
No. of no-bids received: 9
No. of non-responsive: 0

Description:

A bid for the annual price agreement for the library instructional media bid specification includes 190 items approved for use in schools.

Recommendation:

Award of Contract is recommended to:

Bullfrog Films, Inc., Oley, PA
Clearvue/eav, Chicago, IL
Encyclopedia Britannica, Inc., Chicago, IL
Kunz, Inc., Baltimore, MD
Mackin Library Media, Burnsville, MN
SVE & Churchill Media, Chicago, IL
Tech 4 Learning, Inc., San Diego, CA

Responsible school or office: Office of Library Instructional Services

Contact Person: Della Curtis

Funding Source: Operating budgets of individual schools and offices

i. Contract: eCatalog--Math Supplies
Bid #: PCR-246-04

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/06 (tentative)
Estimated annual award value: \$75,000
Estimated total award value: \$150,000

Bid issued: January 29, 2004
Pre-bid meeting date: None
Due Date: March 1, 2004
No. of vendors issued to: 13
No. of bids received: 5
No. of no-bids received: 1

Description:

This is the annual solicitation issued to establish sourcing for 130 items of math supplies used throughout the year by all schools.

Recommendation:

Award of contract is recommended to:

Corporate Express, Inc, Baltimore, MD
D&H Distributing Co., Harrisburg, PA
ETA/Cuisenaire, Vernon Hills, CA
School Specialty, Agawam, MA

Responsible school or office: Office of Mathematics

Contact Person: Penelope Booth

Funding Source: Operating budgets 2004-05 of individual schools and offices

j. Contract: eCatalog--Media Supplies--Elementary
BID #: JCO-442-04

Term: 1 year **Extension:** 0 **Contract Ending Date:** 6/30/05 (tentative)
Estimated annual award value: \$172,000
Estimated total award value: \$172,000

Bid issued: January 29, 2004
Pre-bid meeting date: None
Bid due date: February 26, 2004
No. of vendors issued to: 161
No. of bids received: 16
No. of no-bids received: 4
No. of non-responsive: 0

Description:

A bid for the annual price agreement for the elementary media supplies bid specification includes 1,977 items approved for use in schools.

Recommendation:

Award of contract is recommended to:
Bullfrog Films, Inc., Oley, PA
Clearvue/eav, Chicago, IL
Crizmac Art & Cultural Education Materials, Tucson, AZ
Davis Publications, Inc., Worcester, MA
Discovery Toys, Inc., Baltimore, MD
Follett Library Resources, McHenry, IL
Kunz, Inc., Baltimore, MD
Lakeshore Learning Materials, Carson, CA
MacMillan/McGraw Hill, New York, NY
Nystrom Div/Herff Jones, Inc., Chicago, IL
Perma-Bound Books, Jacksonville, IL
Plank Road Publishing, Inc., Wauwatosa, WI
SVE & Churchill Media, Chicago, IL
Tech 4 Learning, Inc., San Diego, CA
The Book Rack, Timonium, MD
Tom Snyder Productions, Inc., Watertown, MA

Responsible school or office: Office of Elementary Programs

Contact Person: Kathleen M. McMahon

Funding Source: Operating budgets of individual schools and offices

k. Contract: eCatalog--Media Supplies--Secondary
BID #: JCO-442-04

Term: 1 year **Extension:** 0 **Contract Ending Date:** 6/30/05 (tentative)
Estimated annual award value: \$48,000
Estimated total award value: \$48,000

Bid issued: January 29, 2004
Pre-bid meeting date: None
Bid due date: February 26, 2004
No. of vendors issued to: 165
No. of bids received: 15
No. of no-bids received: 3
No. of non-responsive: 0

Description:

A bid for the annual price agreement for the secondary media supplies bid specification includes 1,769 items approved for use in schools.

Recommendation:

Award of contract is recommended to:

Cheng & Tsui Company, Boston, MA
Clarus Music, LTD., Elmsford, NY
Clearvue/eav, Chicago, IL
George F. Cram, Indianapolis, IN
Crizmac Art & Cultural Education Materials, Tucson, AZ
Davis Publications, Inc., Worcester, MA
Duplicator Sales, Inc., Towson, MD
Kunz, Inc., Baltimore, MD
Jeffery Norton Publishers, Inc., Guilford, CT
Nystrom Div/Herff Jones, Inc., Chicago, IL
Pearson/Prentice Hall, Inc., Upper Saddle River, NJ
Perma-Bound Books, Jacksonville, IL
Plank Road Publishing, Inc., Wauwatosa, WI
SVE & Churchill Media, Chicago, IL
The Book Rack, Timonium, MD

Responsible school or office: Office of Elementary Programs

Contact Person: Kathleen M. McMahon

Funding Source: Operating budgets of individual schools and offices

I. Contract: eCatalog--Media Supplies--Special Education
BID #: JCO-444-04

Term: 1 year **Extension:** 0 **Contract Ending Date:** 6/30/05 (tentative)
Estimated annual award value: \$26,000
Estimated total award value: \$26,000

Bid issued: January 29, 2004
Pre-bid meeting date: None
Bid due date: February 26, 2004
No. of vendors issued to: 144
No. of bids received: 2
No. of no-bids received: 6
No. of non-responsive: 0

Description:

A bid for the annual price agreement for the special education media supplies bid specification includes 134 items approved for use in schools.

Recommendation:

Award of contract is recommended to:

Kunz, Inc., Baltimore, MD

Responsible school or office: Office of Special Education

Contact Person: Judith E. Glass

Funding Source: Operating budgets of individual schools and offices

m. Contract: eCatalog--Medications and First Aid Supplies
Bid #: JNI-734-04

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/06 (tentative)
Estimated annual award value: \$100,000
Estimated total award value: \$200,000

Bid issued: January 31, 2004
Pre-bid meeting date: NA
Due Date: March 1, 2004
No. of vendors issued to: 36
No. of bids received: 13
No. of no-bids received: 2

Description:

A bid was held to establish the annual price agreement for Medications and First Aid supplies with bid specifications that included 223 items approved for use by the nurses in our schools.

Recommendation:

Recommendation of awards of contract is to the following vendors:

Caligor, Greenville, SC
Catonsville Pharmacy, Catonsville, MD
Henry Schein, Melville, NY
Home-Aid Healthcare, Santa Clarita, CA
Interboro Packaging Corporation, Montgomery, NY
Livingston, Stern and Associates, Santa Monica, CA
McKesson General medical Corporation, Elkridge, MD
William McGill and Company, Lombard, IL

Responsible school or office: Office of Health Services

Contact Person: Michelle Prumo

Funding Source: Operating budgets of individual schools and Office of Health Services

n. **Contract:** eCatalog--Music--Instrumental Supplies
BID #: JCO-415-04

Term: 1 year **Extensions:** 0 **Contract Ending Date:** 6/30/05 (tentative)
Estimated annual award value: \$18,000
Estimated total award value: \$18,000

Bid issued: January 29, 2004
Pre-bid meeting date: None
Bid due date: February 26, 2004
No. of vendors issued to: 35
No. of bids received: 2
No. of no-bids received: 2
No. of non-responsive: 0

Description:

A bid for the annual price agreement for the instrumental music supplies bid specification includes 81 items approved for use in schools.

Recommendation:

Award of contract is recommended to:

Kunz, Inc., Baltimore, MD

Responsible school or office: Office of Music

Contact Person: Jamie Tucker

Funding Source: Operating budgets of individual schools and offices

o. Contract: eCatalog—Music--Vocal Supplies
BID #: JCO-416-04

Term: 1 year **Extensions:** 0 **Contract Ending Date:** 6/30/05 (tentative)
Estimated annual award value: \$20,000
Estimated total award value: \$20,000

Bid issued: January 29, 2004
Pre-bid meeting date: None
Bid due date: February 26, 2004
No. of vendors issued to: 38
No. of bids received: 7
No. of no-bids received: 5
No. of non-responsive: 0

Description:

A bid for the annual price agreement for the vocal music supplies bid specification includes 260 items approved for use in schools.

Recommendation:

Award of contract is recommended to:

Brooks Mays Music Company, Dallas, TX
Kunz, Inc., Baltimore, MD
Rhythm Band Instruments, Inc., Forth Worth, TX
Peripole-Berqerault, Inc., Salem, OR
Stu's Music Shop, Inc., Westminster, MD
Suzuki Corporation, San Diego, CA
Wenger Corporation, Owatonna, MN

Responsible school or office: Office of Music

Contact Person: Jamie Tucker

Funding Source: Operating budgets of individual schools and offices

p. Contract: eCatalog--Physical Education Supplies and Equipment
Contract #: JNI-736-04

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/06 (tentative)
Estimated annual award value: \$150,000
Estimated total award value: \$300,000

Bid issued: January 31, 2004
Pre-bid meeting date: NA
Due Date: March 1, 2004
No. of vendors issued to: 91
No. of bids received: 22
No. of no-bids received: 6

Description:

A bid was held to establish the annual price agreement for physical education supplies and equipment with bid specifications that included 1,001 items approved for use in the physical education program in the secondary schools.

Recommendation:

Awards are recommended to the lowest bidder meeting all specification as follows:

Aluminum Athletic Equipment Co., West Conshohocken, PA
Anaconda Sports, Inc., Kingston, NY
Bacharach Rasin, Towson, MD
Bill Fritz Sports, Cary, NC
Cosom, Thorofare, NJ
Calico Industries, Inc., Annapolis Junction, MD
DVF Sporting Goods Company, Williamsburg, VA
Fitness Equipment Solutions, Belcamp, MD
Fitness Equipment Commercial Solutions, Phoenix, AZ
Georgi -Sports, Lancaster, PA
HL Corporation, Manhattan Beach, CA
Hoffman Canvas Products, Baltimore, MD
Lax World, Timonium, MD
Passons Sports, Sports Supply Group, Jenkintown, PA
Pioneer Manufacturing Company, Cleveland, OH
Sportime International, Atlanta, GA
Sportmaster, Pittsburgh, PA
Sports Stop, Inc., Brooklandville, MD.
Sportsmans, Johnstown, PA
Tiffin Athletic Mats, Inc., Elkton, MD

Responsible school or office: Office of Physical Education, Health, Dance
Education

Contact Person: Sarajane Quinn

Funding Source: Operating budgets of individual schools and offices

q. Contract: eCatalog--Science Supplies
Bid #: PCR-245-04

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/06 (tentative)
Estimated annual award value: \$250,000
Estimated total award value: \$500,000

Bid issued: January 29, 2004
Pre-bid meeting date: None
Due Date: March 1, 2004
No. of vendors issued to: 23
No. of bids received: 14
No. of no-bids received: 1

Description:

This is the annual solicitation issued to establish sourcing for 1,800 items of science supplies used throughout the year by all schools.

Recommendation:

Award of contract is recommended to:

American 3B Scientific, Inc., Tucker, GA
Associated Microscope, Inc., Elon, NC
Benz Microscope Optics Center, Inc., Ann Arbor, MI
Carolina Biological Supply Co., Burlington, NC
Connecticut Valley Biological Supply Co., Southampton, CT
D&H Distributing Co., Harrisburg, PA
Edvotek, Inc., Washington, DC
Fisher Science Education, Inc., Hanover Park, IL
Flinn Scientific, Inc., Batavia, IL
Frey Scientific, Inc., Mansfield, OH
Sargent-Welch, Inc., Buffalo Grove, IL
Science Kit, Inc., Tonawanda, NY
Southern Scientific, Inc., McKenzie, TN

Responsible school or office: Office of Science

Contact Person: Hayes Lantz

Funding Source: Operating budgets 2004-05 of individual schools and offices

r. Contract: eCatalog--Technology Education Equipment and Supplies
Contract #: JNI-735-04

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/06 (tentative)
Estimated annual award value: \$100,000
Estimated total award value: \$200,000

Bid issued: January 31, 2004
Pre-bid meeting date: NA
Due Date: March 1, 2004
No. of vendors issued to: 35
No. of bids received: 8
No. of no-bids received: 5

Description:

A bid was held to establish the annual price agreement for technology education supplies and equipment with bid specifications that included 633 items approved for use in the technology education program in the secondary schools.

Recommendation:

Awards are recommended to the lowest bidder meeting all specifications as follows:

Eric Armin, Franklin Lakes, NJ
Kunz, Inc., Baltimore, MD
METCO Supply, Inc., Leechburg, PA
Midwest Technology Products and Service, Sioux City, IA
Omnitron Electronics, Deerfield Beach, FL
Paxton-Patterson, Chicago, IL
Pikesville Lumber, Baltimore, MD
Pitsco, Inc, Pittsburgh, KS

Responsible school or office: Office of Technology Education

Contact Person: Michael Shealey

Funding Source: Operating budgets of individual schools and Office of Technology Education

s. **Contract:** eCatalog--Textbooks--Elementary School Textbooks
Bid #: JN1-739-04

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/06 (tentative)
Estimated annual award value: \$762,000
Estimated total award value: \$1,524,000

Bid issued: January 31, 2004
Pre-bid meeting date: 0
Due Date: March 1, 2004
No. of vendors issued to: 184
No. of bids received: 42
No. of no-bids received: 0

Description:

The bid specifications allowed the bidders to offer pricing for 7,049 elementary school textbooks that are used in the curriculum. The textbooks are ordered on an as-needed basis by the individual schools or the various curricular offices.

Recommendation:

Awards are recommended to numerous publishers and vendors

Responsible school or office: Office of Elementary Programs

Contact Person: Kathleen McMahon

Funding Source: The operating budget of the individual schools and offices

t. **Contract:** eCatalogs--Textbooks--High School Textbooks
Bid #: JN1-740-04

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/06 (tentative)
Estimated annual award value: \$481,000
Estimated total award value: \$962,000

Bid issued: January 31, 2004
Pre-bid meeting date: 0
Due Date: March 1, 2004
No. of vendors issued to: 192
No. of bids received: 39
No. of no-bids received: 0

Description:

The bid specifications allowed the bidders to offer pricing for 3,481 high school textbooks that are used in the curriculum. The textbooks are ordered on an as-needed basis by the individual schools or the various curricular offices.

Recommendation:

Awards are recommended to numerous publishers and vendors

Responsible school or office: Office of Secondary Programs

Contact Person: Gwendolyn Grant

Funding Source: The operating budget of the individual schools and offices

u. Contract: eCatalogs--Textbooks--Middle School Textbooks
Bid #: JN1-741-04

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/06 (tentative)
Estimated annual award value: \$340,000
Estimated total award value: \$680,000

Bid issued: January 31, 2004
Pre-bid meeting date: 0
Due Date: March 1, 2004
No. of vendors issued to: 194
No. of bids received: 40
No. of no-bids received: 0

Description:

The bid specifications allowed the bidders to offer pricing for 2,380 middle school textbooks that are used in the curriculum. The textbooks are ordered on an as-needed basis by the individual schools or the various curricular offices.

Recommendation:

Awards are recommended to numerous publishers and vendors

Responsible school or office: Office of Secondary Programs

Contact Person: Gwendolyn Grant

Funding Source: The operating budget of the individual schools and offices

v. **Contract:** eCatalog—Textbooks--Special Education School Textbooks
Bid #: JNI-742-04

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/06 (tentative)
Estimated annual award value: \$25,000
Estimated total award value: \$50,000

Bid issued: January 31, 2004
Pre-bid meeting date: None
Due Date: March 1, 2004
No. of vendors issued to: 169
No. of bids received: 20
No. of no-bids received: 0

Description:

The bid specifications allowed the bidders to offer pricing for 1,014 special education textbooks that are used in the curriculum. The textbooks are ordered on an as-needed basis by the individual schools or the various curricular offices.

Recommendation:

Awards are recommended to numerous publishers and vendors

Responsible school or office: Office of Special Education

Contact Person: Judith Glass

Funding Source: The operating budget of the individual schools and offices

w. **Contract:** eCatalog--Unique Office Supplies (Classroom/School Office)
BID #: JCO-418-04

Term: 1 year **Extension:** 0 **Contract Ending Date:** 6/30/05 (tentative)
Estimated annual award value: \$190,000
Estimated total award value: \$190,000

Bid issued: January 29, 2004
Pre-bid meeting date: None
Bid due date: February 26, 2004
No. of vendors issued to: 61
No. of bids received: 9
No. of no-bids received: 6
No. of non-responsive: 1

Description:

A bid for the annual price agreement for the unique office supplies (classroom/school office) bid specification includes 120 items approved for use in schools.

Recommendation:

Award of contract is recommended to:

Corporate Express, Hanover, MD
Duplicator Sales, Inc., Towson, MD
FKM Copier Products, Inc., Irvine, CA
Quill Corporation, Lincolnshire, IL
Rudolph's Office Supply, Inc., Baltimore, MD
School Specialty, Inc., Agawam, MA
Smith Office & Computer Supply, Hollywood, FL
Windtree Enterprise, Inc., Boca Raton, FL

Responsible school or office: Office of Purchasing

Contact Person: Rick Gay

Funding Source: Operating budgets of individual schools and offices

2. Contract: Contracted Services--Preventative Maintenance, Start-up, Shutdown, and Repair of Chillers, Cooling Towers, Condensers, and Other AC Equipment

Bid #: JMI-605-04

Term: 8 years **Extension:** 0 **Contract Ending Date:** 3/31/12 (tentative)
Estimated annual award value: \$750,000
Estimated total award value: \$6,000,000

Bid issued: December 4, 2003
Pre-bid meeting date: December 18, 2003
Due Date: March 4, 2004
No. of vendors issued to: 26
No. of bids received: 9
No. of no-bids received: 3

Description:

The Office of Purchasing issued a solicitation that pre-qualifies contractors with the appropriate certifications and properly trained personnel to perform preventative maintenance, start-up, shutdown, and repair of chillers, chiller controls, cooling towers, condensers, and other AC equipment above five tons. The award bidder(s) shall provide services at 87 BCPS schools and/or administrative facilities which encompasses over 100 units. Services provided will be in accordance with manufacturer requirements.

Recommendation:

Award of contract is recommended to the following firms based upon a best-value analysis and evaluation, which included calculating per-site costs of equipment start-up, shutdown and preventative maintenance costs. In addition, an hourly time and materials rate was included within the formula.

Primary	Dynastics, Inc., Baltimore, MD
Secondary	Fidelity Engineering Corp., Sparks, MD

Responsible school or office: Contract Maintenance Services,
Department of Physical facilities

Contact Person: Bill Warrington

Funding Source: Operating budget Department of Physical Facilities

3. Contract: Contracted Services—Marriott’s Hunt Valley Inn – Baltimore
Bid #: RGA-118-04

Term: 1 year **Extension:** NA **Contract Ending Date:** 10/05/05 (tentative)
Estimated annual award value: \$40,000 (To be reimbursed by participants’
registration fees)
Estimated total award value: \$40,000

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:

Baltimore County Public Schools will be hosting the 2005 fall conference of the National Federation of Urban Suburban School Districts (NFUSSD) at the Marriott’s Hunt Valley Inn – Baltimore, October 3-5, 2005. All costs for the conference will be reimbursed through the individual conference attendee registration fees and various sponsorships. However, as the fiscal agent for the conference, BCPS could be required to assume some financial liability if all registration fees do not cover expenditures. This liability is covered under the liquidated damages’ clause of the hotel contract with the amount of damages incurred, which are on a sliding scale based on a ratio of filled rooms to unfilled rooms, discounted 15 percent. The past history of this conference has indicated that no fiscal agent has had to pay any liquidated damages due to lack of attendees.

The NFUSSD seeks to serve and represent those urban-suburban school systems that have similar issues and wish to affiliate for unified action. The purpose of the federation is to further the cause of education by:

- Promoting the exchange of ideas and knowledge about issues and concerns of member school systems
- Undertaking important studies unique to member school systems
- Facilitating dissemination of results of these studies through a network of communication between member systems

The federation shares with its members the important research and information on a wide variety of subjects by sponsoring studies, workshops, and seminars. These programs allow member school systems to exchange theories, examine practices, evaluate operations, and benefit from their combined experiences. Some areas of mutual concern are: improved communications; school security; teacher evaluation; student rights and responsibilities; discipline; special education; governance; reductions in force; and finance.

Recommendation:

Award of contract was recommended to:

Marriott's Hunt Valley Inn – Baltimore

Responsible school or office: Office of the Superintendent

Contact Person: Carol Wirtz and Brenda Stiffler

Funding Source: Revenue neutral

4. **Contract:** Diesel Anti-freeze
Bid #: PCR-248-04

Term: 2 years **Extension:** 1 year **Contract Ending Date:** 5/1/07 (tentative)

Estimated annual award value: \$25,000

Estimated total award value: \$75,000

Bid issued: February 12, 2004

Pre-bid meeting date: February 26, 2004

Due Date: March 10, 2004

No. of vendors issued to: 10

No. of bids received: 4

No. of no-bids received: 1

Description:

The Office of Purchasing issued a solicitation to provide diesel anti-freeze to maintain the BCPS fleet of approximately 800 school buses and approximately 350 trucks.

Recommendation:

Award of contract is recommended to:

Tri County Petroleum, Inc., Defiance, PA

Responsible school or office: Office of Transportation

Contact Person: Wayne Hopkins

Funding Source: Operating budget Office of Transportation

5. Contract: Dynamic Indicators of Basic Early Literacy Skills
Bid #: RGA-116-04

Term: 1 year **Extensions:** 0 **Contract Ending Date:** 6/30/05
Estimated annual award value: \$103,000
Estimated total award value: \$103,000

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:

We request approval from the Board of Education to purchase the DIBELS (Dynamic Indicators of Basic Early Literacy Skills) assessment, published by Sopris West. DIBELS will be used to screen students who are at risk for reading difficulties, and monitor the progress of early intervention programs in kindergarten through grade 3. In addition to the purchase of the assessment, we request approval to pay Sopris West to provide two-day training sessions for approximately 500 teachers and administrators. Sopris West is the only provider of the materials. The materials are not copyrighted because it is permissible to download the assessments from the DIBELS website. BCPS is choosing to purchase the materials because of the large quantity of paper and manpower it would require to copy the assessments.

The Dynamic Indicators of Basic Early Literacy Skills (DIBELS) are a set of standardized, individually administered measures of early literacy development. They are designed to be short (one minute) fluency measures used to regularly monitor the development of pre-reading and early reading skills in students in kindergarten through grade three.

The measures were developed upon the essential early literacy domains discussed in both the National Reading Panel (2000) and National Research Council (1998) reports to assess student development of phonological awareness, alphabetic understanding, and automaticity and fluency with the code. Each measure has been thoroughly researched and demonstrated to be reliable and valid indicators of early literacy development, and predictive of later reading proficiency to aid in the early identification of students who are not progressing as expected. When used as recommended, the results can be used to evaluate individual student development, as well as provide grade-level feedback toward validated instructional objectives.

Maryland State Department of Education has mandated the use of DIBELS in the five BCPS Reading First Schools. This purchase would expand the use to approximately 30

other schools, with the intention of increasing the number of schools using the assessment over the next four years.

DIBELS was chosen based on the mandate by MSDE and national research. Its pilot and implementation is included in the BCPS Master Plan, Performance Goal 1, Indicator, 1.7. In addition, DIBELS has been found to meet the following criteria:

- Reliability and validity are established
- Tests are efficient and economical
- Scoring interpretation and record keeping can be done by computer
- Repeated assessments do not spoil the results
- Subtest content is research-supported
- DIBELS score predicts end-of-year achievement
- Instructional goals for each grade are established
- Decision making for individual children is facilitated

The BCPS Office of Accountability, Testing, and Research were also consulted about using DIBELS as an early literacy-screening tool.

In order to better understand the effectiveness and logistics of using DIBELS, approximately 100 teachers volunteered to pilot the DIBELS in their classrooms during the 2003-2004 school year. Training was conducted in October 2003. In addition to school-based personnel, all staff members in the Offices of Early Childhood Programs and Elementary Reading/Language arts implemented the assessment in classrooms around the county. Focus groups were held in the spring of 2004 to discuss the implementation of the program. Focus group participants agreed unanimously to continue the implementation of the pilot.

Recommendation:

An award of contract is recommended to Sopris West, publishers of DIBELS and provider of professional development

Responsible school or office: Office of Elementary Programs, Language Arts

Contact Person: Jane Lichter

Funding Source: Operating Budget

6. Contract: *Fast Track* Intervention Curriculum Materials
Bid #: RGA-114-04

Term: 5 years **Extension:** 0 **Contract Ending Date:** 4/19/09 (tentative)
Estimated total award value: \$288,055 (plus 4% shipping)

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:

We request approval from the Board of Education to purchase the *Fast Track* Intervention materials published by the Wright Group/McGraw-Hill. The materials have a 2002 copyright date.

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 2002 to examine intervention programs currently on the market. The committee developed criteria for intervention programs based on the scientifically-based research document developed by the National Reading Panel. Using these criteria, the study committee conducted its initial review of multiple intervention programs. The search was then narrowed to two programs to be piloted during the 2003-04 school year. Based on the established criteria for quality and type of materials needed, the second program chosen for pilot in a middle school was *Power Up*, published by Steck Vaughn.

The Intervention Study Committee consisted of representatives from special education, middle school administration, accountability office, middle school department chairs, middle school reading teachers, and middle and elementary program supervisors. All areas of the county were represented. They met with and without vendors present on multiple occasions.

After careful consideration, the committee selected *Fast Track* based on the success of the middle school pilot, in which the Stanford Diagnostic Assessment and *Fast Track* internal assessments have been used to measure and document student progress.

As planned, the Office of English and Reading will initiate the use of *Fast Track* in 29 middle schools and 12 high schools for the 2004-05 school year. They will implement under close monitoring *Levels 1-7*. Elementary schools are under consideration for future adoption to this program.

Fast Track has been selected for the following reasons:

- The program meets the five components recommended by the National Reading Panel
- 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
- The program includes a variety of engaging materials on students' reading levels
- The teacher resource materials are highly scripted and structured to ensure a consistent program of delivery for all students
- The program includes expository and literary selections
- The collaborative professional development to be delivered with the vendor and the Office of English and Reading will ensure ongoing technical assistance in helping teachers to deliver the program using the best practices researched for effective reading instruction

Recommendation:

Award the *Fast Track* reading program based on the unanimous decision of the Office of English and Reading and the Intervention Study Committee to the Wright Group/Mcgraw Hill, Bothell, Washington

Responsible school or office: Office of English and Reading and the Office of Elementary Programs

Contact Person: Paula Simon
Carla Zamerelli-Clifford

Funding Source: Textbook Budget and Title II Budget

7. **Contract:** Food Service: Bread Products
BID #: JCO-419-04

Term: 3 years **Extension:** 0 **Contract Ending Date:** 6/30/07 (tentative)
Estimated annual award value: \$678,988
Estimated total award value: \$2,036,964

Bid issued: January 19, 2004
Pre-bid meeting date: None
Bid due date: March 12, 2004
No. of vendors issued to: 8
No. of bids received: 2
No. of no-bids received: 0
No. of non-responsive: 0

Description:

The Office of Purchasing issued a solicitation for a multi-year price agreement for the purchase and delivery of various bread products (bagels, white bread, wheat bread, rye bread, pumpernickel bread, hamburger rolls, hot dog rolls, Italian steak rolls, and Kaiser rolls).

For evaluation purposes, bidders were requested to submit prices in two categories: (1) with flour through the government commodities program, and (2) without government commodities. The Office of Food and Nutrition Services has been notified of the availability of commodity flour by the MSDE; therefore, we are accepting the bid without flour.

In this requirements' contract, the term of the contract is definite and the products are defined, but the quantities are estimated. Delivery is made directly to the identified schools. BCPS makes no guarantee that the estimated quantities will be met and/or exceeded. The total-dollar value of the contract is estimated, with the final-dollar amount determined by the actual products purchased during the contract period.

Recommendations:

Award of contract is recommended to:

H & S Bakery, Inc., Baltimore, MD

Responsible school or office: Office of Food and Nutrition Services

Contact Person: Karen Levenstein

Funding Source: Funding will be provided by the Office of Food and Nutrition Services

8. Contract: Food Service: Dairy and Related Products
BID #: JCO-420-04

Term: 2 years **Extension:** 1 year **Contract Ending Date:** 6/30/07 (tentative)
Estimated annual award value: \$2,764,190
Estimated total award value: \$8,292,570

Bid issued: January 19, 2004
Pre-bid meeting date: None
Bid due date: March 12, 2004
No. of vendors issued to: 8
No. of bids received: 2
No. of no-bids received: 0
No. of non-responsive: 0

Description:

The Office of Purchasing issued a solicitation for a multi-year price agreement for the purchase and delivery of various dairy and related products (chocolate milk, white 2% milk, white milk, white skim milk, apple and orange juice, yogurt, eggs, and cottage cheese).

The bid specifications were designed to allow all bidders to submit proposals for one or more of the five geographical areas of the county.

In this requirements' contract, the term of the contract is definite and the products are defined, but the quantities are estimated. Delivery is made directly to the identified schools. BCPS makes no guarantee that the estimated quantities will be met and/or exceeded. The total-dollar value of the contract is estimated, with the final-dollar amount determined by the actual products purchased during the contract period.

Recommendations:

Award of contract is recommended to:

Cloverland/Greenspring Dairy, Inc., Baltimore, MD

Responsible school or office: Office of Food and Nutrition Services

Contact Person: Karen Levenstein

Funding Source: Funding will be provided by the Office of Food and Nutrition Services

9. Contract: Gasoline and Diesel Fuel
BID #: JCO-447-04

Term: 3 yr. 3 mo. **Extension:** 0 **Contract Ending Date:** 6/30/07 (tentative)
Estimated annual award value: \$1,276,048
Estimated total award value: \$4,147,156

Bid issued: February 26, 2004
Pre-bid meeting date: None
Bid due date: March 12, 2004
No. of vendors issued to: 3
No. of bids received: 3
No. of no-bids received: 0
No. of non-responsive: 0

Description:

A bid was issued by Baltimore County Government serving as the lead jurisdiction for the Baltimore Regional Cooperative Purchasing Committee (BRCPC) of the Baltimore Metropolitan Council for the purchase and delivery of gasoline and diesel fuels.

The specifications were designed to allow potential bidders to submit proposals in two forms: 1) a fixed factor added to a floating "OPIS"* price on a weekly basis, and 2) a fixed unit price per gallon. Based on market conditions, the lead jurisdiction will have the option to switch from OPIS pricing to firm-fixed pricing in increments of six (6) months or longer at any time during the contract. After completing the firm-fixed pricing for six (6) months or longer, the lead jurisdiction shall have the option to return to OPIS pricing, extend an additional six (6) months at the firm-fixed, nominate for twelve (12) months, eighteen months, or the entire remainder of the contract, whichever is in the best interest of the BRCPC. Each participating agency will establish individual contracts with the award bidder.

*OPIS--Oil Price Information Service Index is based upon the "average" of the Baltimore, MD Refiner to Reseller prices, Freight on Board (FOB) terminals, as listed in OPIS: prices for the purchase of product is based on the OPIS rate of the Monday preceding delivery and may only change as the new OPIS price becomes available. The bid "factor" remains constant during the term of the contract.

Under Board Policy 3210 and Superintendent's Rule 3210, paragraph 4, the Office of Purchasing has the option to issue formal bids or solicit price quotations for requirements having a dollar value less than the statutory bidding requirement. This judgment is based on the value of the purchase, its function, the length of the contract, the need to ensure the vendor's performance, to maintain reliable sources of supply, and to encourage a competitive buying atmosphere. Since the Board of Education has approved our participation in the Baltimore Metropolitan Regional Council Purchasing Cooperative,

and the fact that the pricing was time sensitive, the Office of Purchasing agreed to the contract terms and approved the price quote. Since Board Policy 3215 states that with respect to the award and execution of a contract for expenditures approved by the Board of Education, the Superintendent of Schools shall establish administrative procedures wherein necessary contracts and agreements shall be executed to reflect the range of equipment, supplies, commodities, and services, including construction or renovation projects, regardless of the funding source. With regard to energy contracts for energy commodities, (i.e., electricity, fuel oil, natural gas, gasoline, etc.) whose prices are market and time sensitive, such approval is appropriate and within the scope of duties of the Office of Purchasing. The Office of Purchasing should present to the Board of Education, at their next regularly scheduled board meeting, the price agreement for their approval.

Recommendation:

Award of contract is recommended to:

Petroleum Traders Corporation, Fort Wayne, IN

Responsible school or office: Offices of Transportation and Grounds

Contact Person: Linda Fitchett and Dennis Elkins

Funding Source: Funding will be provided by the Office of Transportation and Physical Facilities-Grounds

10. Contract: Lubricants and Motor Oils
Bid #: PCR-247-04

Term: 2 years **Extension:** 1 year **Contract Ending Date:** 5/1/07 (tentative)
Estimated annual award value: \$75,000
Estimated total award value: \$225,000

Bid issued: February 12, 2004
Pre-bid meeting date: February 26, 2004
Due Date: March 10, 2004
No. of vendors issued to: 10
No. of bids received: 6
No. of no-bids received: 1

Description:

This solicitation was issued to provide lubricants and motor oils for the Offices of Transportation, Maintenance, and Grounds. Proposals were evaluated as an aggregate of six individual items, weighted by projected usage, to provide realistic price evaluation and assure uniformity of product throughout BCPS.

Recommendation:

Award of contract is recommended to:

Tri County Petroleum, Inc., Defiance, PA

Responsible school or office: Office of Transportation

Contact Person: Wayne Hopkins

Funding Source: Operating budgets 2004-05 of Offices of Transportation, Maintenance, and Grounds

11. Contract: *Mathematics Yes*, Online Professional Development
Contract #: RGA-114-04

Term: 2 years **Extension:** 0 **Contract Ending Date:** 4/20/06 (tentative)
Estimated annual award value: \$90,000
Estimated total award value: \$180,000

Quote/bid/proposal issued: December 3, 2003
Pre-bid meeting date: NA
Due date: June 1, 2004
No. of vendors issued to: 1
No. of quotes/bids/proposals received: 1
No. of no-bids received: 0

Description:

The Department of Elementary Programs, Office of Mathematics, is seeking Board of Education approval to purchase the online professional development course, *Mathematics Yes!*, from McGraw Hill Professional Development Department. The content and pedagogy of the course is directly aligned to the textbook and the BCPS curriculum.

Alignment to the *Blueprint for Progress*

Goal 1: By 2007, all students will reach high standards, as established by the Baltimore County Public Schools and state proficiency levels in reading/language arts, mathematics, science, and social studies.

Indicator 1.1: All diploma-bound students in grades 3-8 and 10 will meet or exceed Maryland School Assessment (MSA) standards.

Strategies:

- f. Develop and implement instructional strategies that include multiculturalism and differentiation.
- k. Identify and consistently implement a common core of research-based instructional practices resulting in more purposeful and engaging work for students.
- y. Provide professional development opportunities to teachers, paraprofessionals, and principals in the content areas.

The requested funding would purchase a subscription to the course for passwords to access the course on the McGraw Hill website for 500 general, special education, and ESOL elementary mathematics educators. This professional development opportunity provides an alternative to the after-school or weekend professional development model currently used for continuing education for teachers. The course consists of five modules that take three five-hour sessions to complete. The online course emphasizes mathematics content as well as the strategies and techniques that reflect researched-based best practices that are to be used to teach mathematics. Participants access the course using

the Internet with the use of a CD, which contains the video clips of the lessons and a teacher trainer. During the online lesson, participants watch and listen to video clips of an instructor who discusses critical content and strategies that can be used to teach the content. Course participants are engaged in a variety of mathematical activities to help them extend his/her own math content knowledge. In addition, participants reflect and extend his/her knowledge on how to teach this content to meet the diverse needs of students in the classroom. Participants demonstrate his/her understanding and learning through online journals and activities that are recorded and viewed by the instructor. There is also an online discussion group that is created to allow participants time to ask questions, make comments, suggestions, and observations about the module being studied. Participants also review the goals, objectives, and content for the unit, and relate it to what they teach in the classroom, identifying prerequisite skills and appropriate extension activities. There is a direct connection to the textbook where participants can connect his/her knowledge and understanding directly to the classroom (*McGraw Hill has completed a custom connection to the *Math in My World* textbook series used by BCPS schools).

Course participants work with a math mentor (instructor from Department of Elementary Programs, Mathematics) to discuss the content and teaching practices shown in the video clips. Participants attend an orientation session to receive their passwords and log on information and five reflection sessions. During these reflection sessions, the math mentor (instructor) addresses any misconceptions or areas in content that need review or extension, change in teaching practices, and preparation for the next module.

Course Assessment: There are both formative and summative assessments built into the course. Formative: Teachers work online between the reflection sessions to complete the module and complete the assignment for each module. The instructor reads the participant's portfolio and responds to the participant as the course progresses. There is an online discussion group for each section of the course so they may share questions, comments, and observations about the content and methods. Summative: Participants will complete a final project that is outlined in the course syllabus and reflects the participant's change in teaching practices.

Possible Use: This program offers great flexibility for teachers and resource staff in the central office and within the school. The course can be offered in the following ways:

- In-service Course--Continuing Education credit
- School-based mathematics content course--faculty and administrators can become a cohort of a course and do the training as a staff
- Grade Level/Individual need--resource staff within the school to train teachers in areas of identified need
- Audience: Administrators, teachers, paraprofessionals

The program has been previewed by personnel in the Office of Elementary Mathematics, by School-based math resource teachers, representatives from the Offices of Instructional Technology, and the Department of Special Education. These offices have reviewed the content of the course for correct content, pedagogy, and correlation to the BCPS

Mathematic curriculum. They have reported use of the online course during grade level meetings and meetings with individual teachers to assist in the explanation of content or teaching methods. Teachers and resource teachers have reported a high degree of satisfaction with the program. Course participants have reported the following benefits of the course:

- The program has made important content and principles understandable and clear
- The content is relevant and useful
- The flexibility of doing the course at home, based on their own schedules
- The video clips were helpful in understanding what the content looks like in the classroom by both the instructor and the students
- The supplemental resources were very helpful, saved time, and were a resource for new ideas

Recommendation:

Award of contract is recommended to the following firm:

McGraw Hill Professional Development, Carlsbad, CA 92008

Responsible school or office: Department of Elementary Programs, Office of Mathematics

Contact Person: Linda Schoenbrodt

Funding Source: Grant Funding and operating budget

12. Contract: Supplies Contract--Sport Floor-care Finish, Cleaner, and Mop Treatment
Bid #: JMI-608-04

Term: 4 years **Extension:** 0 **Contract Ending Date:** 4/30/08 (tentative)
Estimated annual award value: \$40,000
Estimated total award value: \$160,000

Bid issued: March 4, 2004
Pre-bid meeting date: N/A
Due Date: March 18, 2004
No. of vendors issued to: 5
No. of bids received: 3
No. of no-bids received: 1

Description:

The Office of Purchasing issued a solicitation for an indefinite-quantity contract for sport floor-care finish, cleaner, and mop treatment products. Approved products have been thoroughly evaluated by the Office of Maintenance evaluation committee. The scope involves providing specified sport floor-care finish, cleaner, and mop treatment products to be delivered to the BCPS Distribution Center. Application of product and/or installation will be provided by BCPS or other entities specified by BCPS.

Recommendation:

Award of contract is recommended to:

Citrus Scrub 'N Shine (525FR)	Best Supply, Inc., Baltimore, MD
Nu-Tral Cleaner (507FC)	Best Supply, Inc., Baltimore, MD
H2O Dustreat (1113FC)	Best Supply, Inc., Baltimore, MD
Sport Kote (222SF)	Best Supply, Inc., Baltimore, MD
*Slam Dunk Gym Finish	City Group, Inc., Jessup, MD
*Film Free Neutral Cleaner	Sterling Chemical Co., Timonium, MD
*Hydrofin SCU Aliphatic Urethane Finish	Sterling Chemical Co., Timonium, MD
*Watertreat	Sterling Chemical Co., Timonium, MD

* These products are being awarded for testing purposes only and have not been fully evaluated and approved for use by the paint evaluation committee.

Responsible school or office: Division of Physical Facilities, Office of Operations

Contact Person: Bill Wingerd

Funding Source: Operating budget for Office of Operations