

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** May 11, 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

**Recommendations for Award of Contracts  
Board Exhibit – May 11, 2004**

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

- 1. Contract:** Automated Substitute Teacher Notification System  
**Contract #:** RGA-122-04 (Anne Arundel Contract # 110-98)

<b>Term:</b> 5 yrs	<b>Extension:</b> 0	<b>Contract Ending Date:</b> June 30, 2009
<b>FY 05 Estimated annual award value:</b>		\$111,764.50
<b>FY 06–09 Estimated annual award value:</b>		\$20,219.00 (Maint & Tech Support)
<b>Estimated total award value:</b>		\$192,640.50

<b>Quote/Bid/Proposal issued:</b>	NA
<b>Pre-bid meeting date:</b>	NA
<b>Due Date:</b>	NA
<b>No. of vendors issued to:</b>	NA
<b>No. of Quotes/Bids/Proposals received:</b>	NA
<b>No. of no-bids received:</b>	NA

**Description:**

The Office of Purchasing requests approval to purchase an automated substitute teacher notification system. eSchool Solutions has developed SEMS Advantage (Substitute Employee Management System) that automates the reporting and tracking of teacher absences and the notification, selection, and assignment of substitutes. This system has an interactive voice response (IVR) system, which uses dedicated phone lines for reporting teacher absences and notifying substitutes individually of available assignments. In addition to the IVR, eSchool Solutions also offers Internet access to all users.

Users listen to voice prompts and respond by pressing a series of phone keys from a touch-tone phone. Substitutes are offered jobs and can decide to accept or reject job offers. The system operates 24 hours per day, and eliminates the need to have school personnel by the phone to receive absence calls and the time consuming tasks of scheduling substitutes. Each user would have a log-on ID and pin number for access. Absence information is distributed instantaneously over a secured network.

Over the Internet, registered substitutes can access data on available assignments. In addition to accessing data on available assignments, teachers and administrators can report absences, notify and select substitutes, and monitor information related to reported absences from any location at any time. Principals can view past, current, and future jobs for their school. They can stop callouts and reassign jobs entered in the system.

Because employees update their own personal information--by phone or web--such as changes in phone numbers, email, subjects, and teaching locations, the office staff workload is reduced. This system will reduce the administrative burden of locating and assigning substitutes while also providing teacher leave reports and other management information for principals and interested leadership. eSchool Solutions will also be integrated with our current human resources and financial accounting systems.

**Recommendation:**

Award of contract is recommended to the following firm:

eSchool Solutions, Inc., Orlando, FL

**Responsible school or office:** Office of Personnel

**Contact Person:** Johnnie L. Jackson

**Funding Source:** Operating Budget of the Human Resources Department

**2. Contract:** Computer Assisted Real Time (CART)  
**Bid #:** 2-203-03

**Term:** 2 years    **Extensions:** 3/1 year    **Contract Ending Date:** 1/28/08 (tentative)  
**Estimated annual award value:** \$100,000  
**Estimated total award value:** \$500,000

**Bid issued:** November 14, 2003  
**Pre-bid meeting date:** November 26, 2003  
**Due Date:** December 11, 2003  
**No. of vendors issued to:** 6  
**No. of bids received:** 2  
**No. of no-bids received:** 1

**Description:**

CART services are provided to hearing-impaired students. The service performs text interpreting through a stenographer-type reporter (also referred to as a transliterator text interpreter, court reporter, or captioner) who transcribes voiced information to typed text format. As the information is being transcribed and re-formatted to text, it is continually being sent to the student's laptop. The student is able to read from his screen what the instructor has spoken seconds before. The service is provided by the transliterator actually being present in the classroom.

In January 2003 the Board approved awards of contracts to Birnbaum Interpreting, Silver Spring, Maryland, and Court Reporting Concepts, Lutherville, Maryland, in the amount of \$100,000 for a two-year term of contract. BCPS requests approval to increase the award amount to \$500,000 for the maximum duration of contract, which would terminate in January, 2008, if all extension options were exercised.

**Recommendation:**

Awards of contract are recommended to:

Birnbaum Interpreting, Silver Spring, MD  
Court Reporting Concepts, Lutherville, MD

**Responsible school or office:** Office of Special Education – Related Services

**Contact Person:** Diane Perkins

**Funding Source:** Operating Budget of the Office of Special Education

**3. Contract:** Contracted Services-MDK-12 Digital Library Project – Purchasing Consortium  
**Bid #:** RGA-117-04

**Term:** 3 yrs      **Extension:** NA      **Contract Ending Date:** 6/30/06 (tentative)  
**Estimated annual award value:** \$100,000  
**Estimated total award value:** \$300,000

**Bid issued:** June 19, 2003  
**Pre-bid meeting date:** June 26, 2003  
**Due Date:** July 17, 2003  
**No. of vendors issued to:** 12  
**No. of bids received:** 5  
**No. of no-bids received:** 0

**Description:**

The goal of the MDK-12 Digital Library Project is to establish a purchasing consortium of the 24 local school systems and interested nonpublic schools. The purpose of this consortium is to provide a cost-effective and equitable way to provide online databases that support the teaching and learning of Maryland content standards.

The consortium has developed the criteria for evaluating and selecting online databases, set up trial subscriptions for review, developed a Request for Proposals, organized a vendor fair, evaluated proposals, announced the awards, and developed a staff training plan.

SIRS and World Book are vendors that received the award for the 2003-04 school year. The SIRS databases include SIRS Knowledge Source, SIRS Discoverer, SIRS Renaissance, SIRS Government Reporter, SIRS Interactive Citizenship, SKS WebSelect, and Discoverer WebFind. The total value of the databases is \$7,000 per school. For the 2003-04 school year, 23 of the Maryland school districts and 17 nonpublic schools in their respective districts received these databases through the MDK-12 Digital Library Project. Awards for subsequent years will be determined each year.

All members of the consortium participating in the MDK-12 Digital Library Project will be granted access to the databases provided through the project, provided they meet the following criteria:

- Certify that your school is compliant with the Children’s Internet Protection Act (CIPA).
- Submit an Assurances form signed by the school system’s technology administrator. The MDK-12 Digital Library Project liaison at each school system level is responsible for obtaining the compliance.

- Identify a staff member who will be the technical contact for the school system. This person will work directly with SIRS and World Book to establish access as well as troubleshoot technical problems throughout the year.
- Identify a staff member who will be the project liaison for the school system. This person will coordinate training, share pertinent information with staff, and complete reports.

**Recommendation:**

Award of contract was recommended to the following firms for 2003-04 school year:

SIRS and World Book, SIRS Knowledge Source, SIRS Discoverer, SIRS Renaissance, SIRS Government Reporter, SIRS Interactive Citizenship, SKS WebSelect, and Discoverer WebFind

**Responsible school or office:** Office of Library Information Services

**Contact Person:** Della Curtis

**Funding Source:** MSDE Grant for No Child Left Behind, Enhancing Education Through Technology grant, and operating budget

**4. Contract:** Contracted Services--Food Service-Kitchen Equipment Maintenance  
**BID #:** JCO-434-04

**Term:** 3 years    **Extension:** 0                      **Contract Ending Date:** 6/30/07 (tentative)  
**Estimated annual award value:**        \$718,790  
**Estimated total award value:**        \$2,156,370

**Bid issued:**    February 12, 2004  
**Pre-bid meeting date:**                              February 26, 2004  
**Bid due date:**    March 11, 2004  
**No. of vendors issued to:**    32  
**No. of bids received:**    6  
**No. of no-bids received:**    1  
**No. of non-responsive:**    0

**Description:**

The Office of Purchasing issued a bid for contracted services to cover the repair of kitchen equipment (refrigeration and mechanical), preventative maintenance for refrigeration equipment, and mechanical equipment installation/relocation in all schools and the Food Service Warehouse.

For the purpose of the bid, the county locations have been divided into two geographical areas, and the award of contract will be made to the responsive and responsible bidder(s) meeting all specifications and offering the most favorable fee for the refrigeration preventative maintenance, the regular hourly rate for the repair of the kitchen equipment (refrigeration and mechanical) for each geographical area, and the regular hourly rate for the mechanical equipment installation/relocation.

**Recommendations:**

Award of Contract is recommended to:

Air Tech Refrigeration and Mechanical, Inc., Baltimore, MD  
(Area I & II, Refrigeration Repair and Preventative Maintenance of Refrigeration Equipment)

Control Tec, Inc., Baltimore, MD  
(Area I, Mechanical Equipment and Mechanical Equipment Installation and Relocation)

Total Kitchen Care, LLC, Crofton, MD  
(Area II, Mechanical Equipment)

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

**Contact Person:** Karen Levenstein and Dave Patterson

**Funding Source:** Operating budget of the Office of Food and Nutrition Services



**5. Contract:** Contracted Services--*Maryland Students Online Consortium (MSOC)*--  
Purchasing Consortium

**Bid #:** RGA-124-04

**Term:** 3 yrs      **Extension:** NA      **Contract Ending Date:** 9/30/06 (tentative)

**Estimated annual award value:** \$450,000

**Estimated total award value:** \$1,350,000

**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:**

The *Maryland Students Online Consortium (MSOC)* was formed to review, offer, evaluate, develop and/or modify, and recommend online courses for students. Members of the MSOC are: Anne Arundel County, Baltimore City, Baltimore County, Cecil County, Charles County, Dorchester County, Frederick County, Harford County, Kent County, Montgomery County, Prince George's County, Queen Anne's County, Somerset County, and Washington County.

This partnership was formed to support and participate in the efforts of the Maryland State Department of Education (MSDE) as it moves forward to implement the recommended actions of *The Maryland Plan for Technology in Education: 2002-2005*. One of the priorities is the implementation and evaluation of a distance learning initiative that focuses on the purchase and/or development of online courses for students. This consortium was created to support that priority initiative and thus, the goal of this consortium is to review, offer, evaluate, develop and/or modify, and recommend online courses for students. In April, 2002, the Maryland General Assembly passed House Bill 1197 which authorizes the establishment, operation, and funding of the Maryland Virtual Learning Opportunities program (MVLO) within MSDE. Coordination and support of activities at the state level related to the use of online courses will realize economies of scale, ensure alignment with state content standards and assessment, and allow for a more efficient use of resources. It has been the mission of this consortium to participate in, and support, the efforts that are being made at the state level to begin and further the implementation of the Maryland Virtual Learning Opportunities program. Participation in this program will help all Maryland school districts as they begin to offer a relatively new course delivery system to their students.

Objectives of the consortium are to:

1. Assist each consortium member in the development and implementation of local policies and procedures for the use of online courses for students;

2. Identify online courses that meet the individual needs of consortium members to provide additional learning opportunities for its students;
3. Participate in the review of online courses that have been identified to determine if the courses meet state content standards and the criteria that have been established for courses that will be recommended for use statewide;
4. Offer and evaluate the implementation of online courses;
5. Participate in the development and/or modification of online courses that have been reviewed so that they meet state content standards and the established criteria for courses that will be recommended for use statewide;
6. Report to MSDE those courses that meet the criteria for online student courses and meet state content standards so that information can be disseminated to all; and
7. Design and implement appropriate professional development activities.

**Recommendation:**

The purchase of SAT Preparation from the Montgomery County Public Schools was recommended by the MSOC in order to meet the specific goals of the consortium and to meet the needs of the member districts.

**Responsible school or office:** Office of Instructional Technology

**Contact Person:** Thea Jones

**Funding Source:** MSDE No Child Left Behind Enhancing Education Through Technology grant.

**6. Contract:** Equipment Contract--Intercom/Telephone Systems  
**Bid #:** JMI-624-04

**Term:** 5 years    **Extensions:** 0                      **Contract Ending Date:** 04/30/09 (tentative)  
**Estimated annual award value:** \$100,000  
**Estimated total award value:** \$500,000

**Bid issued:** March 4, 2004  
**Pre-bid meeting date:** N/A  
**Due Date:** April 13, 2004  
**No. of vendors issued to:** 14  
**No. of bids received:** 3  
**No. of no-bids received:** 0

**Description:**

The Office of Purchasing issued a solicitation for the purchase and delivery of new intercommunication equipment. One of the systems shall provide a completely operational audio intercommunication system consisting of 60 stations and operable public address system. The other system shall provide a standard core system of 120 stations that can be expandable to accommodate various numbers of rooms due to the different sizes of the schools being considered for use. This core system shall lend itself to modular expansion to a total capacity of at least 250 stations. Installation will be provided by BCPS or other entities specified by BCPS.

**Recommendation:**

Award of contract is recommended as follows:

**ITEM #1      Elementary School Intercom/Telephone System**

Primary Award: Life Safety Systems, Columbia, MD  
System:              Dukane Starcall Plus Intercommunication/Telephone System

Secondary Award: Baltimore Sound Engineering, Inc., Baltimore, MD  
System:              Rauland Telecenter System 21

Tertiary Award: HP Electronics, Inc., Baltimore, MD  
System:              Telecor II

**ITEM #2 Middle/High School Intercom/Telephone System**

Primary Award: Life Safety Systems, Columbia, MD  
System: Dukane Starcall Plus Intercommunication/Telephone System

Secondary Award: Baltimore Sound Engineering, Inc., Baltimore, MD  
System: Rauland Telecenter System 21

Tertiary Award: HP Electronics, Inc., Baltimore, MD  
System: Telecor II

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

**Contact Person:** Bill Albaugh

**Funding Source:** Operating budget for the Office of Maintenance

**7. Contract:** *Fast Track* Intervention Materials for Designated Elementary Schools  
**Contract #:** RGA-120-04

**Term:** 5 years    **Extension:** 0                      **Contract Ending Date:** 6/30/2009 (tentative)  
**Estimated total award value:** \$210,234 (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:**

The Office of Purchasing requests approval from the Board of Education to purchase the *Fast Track* Intervention materials published by the Wright Group. The materials have a 2002 copyright date.

The Offices of Early Childhood Programs and Elementary Reading/Language Arts formed an intervention and supplemental program committee to preview materials. The committee consisted of representatives from the Offices of Early Childhood Programs, Elementary Reading/Language Arts, Special Education, Secondary Reading/English, and World Languages. Materials were previewed based on recommendations made by MSDE and criteria supplied by MSDE.

*Fast Track* has been selected for the following reasons:

- The program meets the five components recommended by the National Reading Panel;
- The program includes selections with a multicultural perspective;
- The program incorporates appropriate formative and summative assessments that will help teachers 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;

- The program is aligned with the MSDE Voluntary State Curriculum; and
- In addition, 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.

The Board approved these materials for the middle schools at their April 20, 2004, Board of Education meeting.

**Recommendation:**

Award the *Fast Track* reading intervention program for grades three through five to Wright Group/McGraw Hill, Bothell, Washington, based on the unanimous recommendation of the Offices of Early Childhood Programs, Elementary Reading/Language Arts, Special Education Secondary Reading/English, and World Languages.

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

**Contact Person:** Jane Lichter

**Funding Source:** School budgets and Title II budget

**8. Contract:** Food Service--Produce  
**BID #:** JCO-424-04

**Term:** 2 years    **Extension:** 0    **Contract Ending Date:** 6/30/06 (tentative)  
**Estimated annual award value:** \$400,000  
**Estimated total award value:** \$800,000

**Bid issued:** February 26, 2004  
**Pre-bid meeting date:** March 8, 2004  
**Bid due date:** March 18, 2004  
**No. of vendors issued to:** 10  
**No. of bids received:** 1  
**No. of no-bids received:** 0  
**No. of non-responsive:** 0

**Description:**

The Office of Purchasing issued a bid for a price agreement for the purchase of various produce items with direct delivery to the schools. The bid specifications were designed to allow bidders to bid using a fixed factor, which is added to the base market price of the individual items. This factor shall remain constant for the term of the contract while the price of the commodity may change as market conditions warrant.

This is a requirements' contract, with quantities projected by the Office of Food and Nutrition Services based upon historical data of products utilization. BCPS offers 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.

**Recommendation:**

Award of contract is recommended to:

Bowie Produce Company, Inc., Landover, MD

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

**Contact Person:** Karen Levenstein and Joann Calvert

**Funding Source:** Operating budget of the Office of Food and Nutrition Services

**9. Contract:** Gizmos, Internet Library of Science and Mathematics Activities  
**Bid#:** JNI-750-04

**Term:** 5 years    **Extension:** 0                      **Contract Ending Date:** 6/30/09 (tentative)  
**Estimated annual award value:** \$19,600  
**Estimated total award value:** \$98,000

**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:**

The Office of Purchasing is requesting approval from the Board of Education to purchase the *Gizmo Internet Online Subscriptions for the Teachers and Chairmen* from ExploreLearning, Charlottesville, VA, who holds the copyright.

The Office of Mathematics has piloted these materials in several locations. This library of mathematics activities is designed for students in grades 5 through 12, help bridge concepts from the concrete to abstract, and offer opportunities for students to visualize and experiment with mathematics. There are more than 200 interactive experiments that engage students with colorful graphs, diagrams, and virtual representations of real-world problems. Each activity requires students to input projections or parameters, to analyze patterns, and to reason inductively to form generalizations. Each experiment concludes with a series of open-ended questions that reinforce the concepts presented and extend student thinking.

This program is to be implemented in four Title I schools. They are: Dundalk Middle, Deep Creek Middle, Lansdowne Middle, and Woodlawn Middle.

**Recommendation:**

Award the Gizmo Internet Online Subscription to ExploreLearning  
Charlottesville, VA

**Responsible school or office:** Office of Mathematics

**Contact Person:** Penny Booth

**Funding Source:** Title I Funds



**10. Contract:** Maryland State Assessment Home Report Distribution  
**Contract #:** RGA-123-04 (MSDE Vendor # 1521247218)

**Term:** 1 yr **Extension:** 0 **Contract Ending Date:** 6/30/04 (tentative)  
**Estimated annual award value:** \$60,000  
**Estimated total award value:** \$60,000

**Quote/Bid/Proposal issued:** NA  
**Pre-bid meeting date:** NA  
**Due Date:** NA  
**No. of vendors issued to:** NA  
**No. of Quotes/Bids/Proposals received:** NA  
**No. of no-bids received:** NA

**Description:**

The Office of Purchasing requests approval to purchase printing and mailing services for the Maryland State Assessment (MSA) using an existing MSDE state contract. Baltimore County Public Schools (BCPS) is required to distribute MSA home reports measuring student achievement in mathematics and reading to parents in grades 3 through 8 and grade 10. Timelines for distribution are dictated by the Maryland State Department of Education (MSDE) to meet the requirements of No Child Left Behind federal legislation. Pitney Bowes Government Solutions has developed an automated distribution procedure that will ensure confidentiality, and that parents will receive student home reports by the MSDE specified deadlines. Pitney Bowes has demonstrated success with several Maryland school districts.

During the 2002-2003 school year, the printing and distribution required the joint efforts of Accountability Research, and Testing, Information Management Group, and the Distribution Services. BCPS was able to meet the MSDE deadline for the distribution of home reports for grades 3, 5, 8, and 10 students; the distribution was costly in terms of resources such as postage, materials, time, and labor. Costs included postage, envelopes, duplication, and overtime for warehouse personnel. Uncalculated costs include other staff – the time away from regular jobs.

This year home report distribution increases from 34,000 to over 58,000 mailings. MSDE will send an electronic file to BCPS the week of May 24 for grades 3, 5, 8, and 10. The deadline for parent distribution is June 17, 2004. BCPS will receive a second electronic file for grades 4, 6, and 7 to be sent sometime in August on a date to be determined. This state contract enables BCPS to send via secure server the electronic files to Pitney Bowes. Pitney Bowes will then send out the mailing with an approved MSDE template that is one-page (front and back). Each mailing will include a BCPS Superintendent's letter, MSA explanation, and individual student results. The mailings will be sent out via first class postage.

**Recommendation:**

Award of contract is recommended to the following firm:

Pitney Bowes Government Solutions, Landover, MD

**Responsible school or office:** Office of Accountability, Research, and Testing

**Contact Person:** Jerry Dalton

**Funding Source:** Operational budget of the Office of Accountability, Research, and Testing

**11. Contract:** Printing--Student Handbooks  
**BID #:** JCO-429-04

**Term:** 120 days **Extension:** 0 **Contract Ending Date:** 9/11/04 (tentative)  
**Estimated annual award value:** \$27,000  
**Estimated total award value:** \$27,000

**Bid issued:** February 26, 2004  
**Pre-bid meeting date:** None  
**Bid due date:** March 18, 2004  
**No. of vendors issued to:** 34  
**No. of bids received:** 9  
**No. of no-bids received:** 4  
**No. of non-responsive:** 1

**Description:**

The bid specification required the bidders to offer pricing for the printing and delivery of the student handbooks. Delivery is made to Distribution Services for distribution to all schools. The BCPS Copy and Print Services cannot print this booklet due to the volume, the color graphics, and the type of equipment needed to accomplish this task.

**Recommendation:**

Award of contract is recommended to:

Independent Printing Company, Inc., Savage, MD

**Responsible school or office:** Office of Student Support Services

**Contact Person:** Dale Rauenzahn

**Funding Source:** Operating budget of Student Support Services

**12. Contract:** Scholastic *ReadingLine Vocabulary Kit* Curriculum Materials  
**Contract #:** RGA-121-04

**Term:** 1 year    **Extension:** 0    **Contract Ending Date:** 6/30/2005 (tentative)  
**Estimated total annual value:** \$39,995 (plus 5% shipping)  
**Estimated total award value:** \$39,995 (plus 5% 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:**

The Office of Purchasing requests approval from the Board of Education to purchase *The ReadingLine Vocabulary Kit* published by Scholastic. *The ReadingLine Vocabulary Kit* is a supplemental program to be used with kindergarten children who are experiencing difficulty with oral language. This kit has a copyright date of 2004, and Scholastic holds the copyright. In addition to students with difficulties with oral language, these kits will also be used with students who are English language learners.

The Offices of Early Childhood Programs and Elementary Reading/Language Arts formed an intervention and supplemental program committee to preview materials. The committee consisted of representatives from the Offices of Early Childhood Programs, Elementary Reading/Language Arts, Special Education, Secondary Reading/English, and World Languages. Materials were previewed based on recommendations made by MSDE and criteria supplied by MSDE. *The ReadingLine Vocabulary Kit* was chosen due to its alignment with the MSDE Voluntary State Curriculum and the fact that it meets the mandate for scientifically researched-based reading instruction.

**Recommendation:**

Award of contract for the *ReadingLine Vocabulary Kit* is recommended to Scholastic, Inc., based on the unanimous decision of the Offices of Early Childhood Programs, Elementary Reading/Language Arts, Special Education, Secondary Reading/English, and World Languages.

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

**Contact Person:** Jane Lichter

**Funding Source:** School budgets and Title II budget

**13. Contract:** Supply Contract--Various Airedale HVAC Repair and Replacement Parts  
**Bid #:** JMI-625-04

**Term:** 5 years    **Extensions:** 0                      **Contract Ending Date:** 04/30/09 (tentative)  
**Estimated annual award value:** \$50,000  
**Estimated total award value:** \$250,000

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

**Description:**

The Office of Purchasing issued a solicitation for an indefinite-quantity contract for various Airedale HVAC repair and replacement parts. Installation will be provided by BCPS or other entities specified by BCPS.

**Recommendation:**

Award of contract is recommended to:

Dan Rainville & Associates, Inc., Baltimore, MD

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

**Contact Person:** Marc Wingerd

**Funding Source:** Operating budget for the Office of Operations

**14. Contract:** Supply of Electrical Energy (Advanced Authorization)  
**Bid #:** PCR-254-04  
(BP-04120, City of Baltimore in cooperation with the Baltimore Metropolitan Council and participating entities)

**Term:** 1 or 2 years, whichever is most favorable **Contract Ending Date:** 6/30/07 (tentative)

**Extension:** 1/1-year or 1/2-year, whichever is most favorable

**Estimated annual award value:** \$10,000,000

**Estimated total award value:** \$30,000,000

**Bid issued:** February 13, 2004

**Pre-bid meeting date:** March 30, 2004

**Due Date:** May 10, 2004

**No. of vendors issued to:** -

**No. of bids received:** -

**No. of no-bids received:** -

**No. of non-responsive:** -

**Description:**

In accordance with legislation passed in 1999 by Maryland's General Assembly, effective July 1, 2000, the generation and transmission portion of electricity cost changed from a regulated (by the Maryland Public Service Commission) commodity to an open market commodity. The delivery portion of electricity remains regulated and continues to be provided by BGE.

Since July, 2000, BCPS has entered into an agreement with various energy providers as generation and transmission providers. The agreements resulted from a cooperative solicitation through the Baltimore Metropolitan Council. Because the current agreement with Constellation Energy will end June 30, 2004, the Council is again preparing a solicitation for an energy and transmission provider. Proposals will be evaluated against the Standard Offer Service (SOS) rates of BGE. Accounts projected to show a cost reduction against SOS would be assigned to the award bidder. Accounts that project no cost reduction will be assigned to BGE at SOS rates. Proposals will be opened May 10, 2004. The nature of electricity precludes an award of contract through BCPS' usual procedure of evaluation of proposals and subsequent recommendation and approval by the Board. Electricity suppliers will not hold price proposals that long, owing to the volatility of the market; therefore, the Office of Purchasing requests that a designated representative of the Board of Education be appointed to make a decision on the acceptance of the proposal for a contract based upon the proposal of the lowest priced responsive bidder. The Office of Purchasing shall provide subsequent notification to the Board at its next regularly scheduled meeting of all the proposals received, and justification of the award bidder.

**Recommendation:**

The Office of Purchasing recommends that the Board of Education of Baltimore County delegate this responsibility to the Purchasing Manager for action in the solicitation and award of contract for the deregulated portion of the electricity commodity.

**Responsible school or office:** Office of Physical Facilities

**Contact Person:** Cornell Brown

**Funding Source:** Operating budget of the Office of Physical Facilities

**15. Contract:** Toro Infield Pro Model 2020 Groomer  
**Bid #:** JMI-648-04  
(State of Maryland Multiple Award Contract for Mowers and Turf Equipment. BPO NO: 001B4900365)

**Term:** 1-time purchase **Extension:** N/A **Contract Ending Date:** 11/20/04 (tentative)  
**Estimated total annual value:** \$58,339  
**Estimated total award value:** \$58,339

**Description:**

The Office of Purchasing requests participation in the state contract to purchase six Toro Infield Pro Model 2020 groomers with accessories. These machines will be replacing the aging fleet of small groomers used to maintain baseball fields. This purchase will provide for greater efficiency due to the improved technology built into the units. The State of Maryland contract price per unit is \$9,723.15. Price includes full service set-up and delivery.

This is a one-year contract, issued by the State of Maryland, to allow participation by all local jurisdictions.

**Recommendation:**

Award of contract is recommended to:

Turf Equipment and Supply Company, Inc., Jessup, MD

**Responsible school or office:** Division of Physical Facilities, Grounds Services

**Contact Person:** Dennis Elkins or Roland Nickoles

**Funding Source:** Operating budget

Caj/P/Board Exhibits/April/Exhibit 5-11-04