

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: July 13, 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 – July 13, 2004

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

- 1. Contract:** Contracted Services for Drug Testing, Extension
Bid #: JCO-451-05 (Baltimore County Bid #R9904149)

Term: 1 year **Extensions:** 2/1-year **Contract Ending Date:** 11/14/07 (tentative)
Estimated annual award value: \$26,000
Estimated total award value: \$78,000

Bid issued:	October 1998
Bid due date:	April 1999
No. of vendors issued to:	16
No. of bids received:	2
No. of no-bids received:	2
No. of non-responsive:	0

Description:

Participation in the health care management contract extension awarded by Baltimore County Government to provide drug-testing services for school bus drivers and other Commercial Drivers License (CDL) holders (Distribution Services, Food Service, Maintenance, etc.). The contract was approved by the Board of Education on September 12, 2000.

The testing is a requirement of the US Department of Transportation and the Maryland State Department of Education. The regulations require that 50 percent of all CDL drivers be tested each year with 20 percent tested at five different intervals throughout the year. Concentra Health Services has drug testing sites and laboratories throughout Baltimore County. The testing centers must meet the US Department of Transportation and the National Institute of Drug Abuse requirements, policies, and procedures.

Recommendation:

Award of contract is recommended to:

Concentra Health Services, Elkridge, MD

Responsible school or office: Office of Risk Management

Contact Person: Frances Allen

Funding Source: Office of Risk Management and Office of Transportation operating budgets

2. Contract: Contracted Services for Special Education, Psychological Assessments
Bid #: PCR-255-04

Term: 2 years **Extensions:** 1/1-year **Contract Ending Date:** 6/30/07 (tentative)
Estimated annual award Value: \$250,000
Estimated total award value: \$750,000

Bid issued: May 13, 2004
Pre-bid meeting date: May 27, 2004
Due Date: June 10, 2004
No. of vendors issued to: 10
No. of bids received: 8
No. of no-bids received: 0

Description:

This contract provides for psychological assessments of special education students. Services are provided in a variety of locations within Baltimore County, including elementary, middle, high and special schools. Specific job assignments are made on an as-needed basis throughout the school year and are assigned to an award bidder based on price, lowest priced first, and availability. Psychologists are licensed by the Board of Examiners of Psychology or are certified by the Maryland State Department of Education.

Recommendation:

Contract awards are recommended to:

Associated Mental Health Specialists, Towson, MD
Calverton Psychological Services, Catonsville, MD
P. J. Coyne, Ed. D., Bel Air, MD
William Faunce, Ph.D., Bel Air, MD
Michael Oidick, Ph.D., Baltimore, MD
Psychology Consultants, Lutherville, MD
Melinda Stein, Ph.D., Towson, MD
Carol Sutton, Ph. D., Baltimore, MD

Responsible school or office: Office of Special Education

Contact Person: Margaret Kidder

Funding Source: Office of Special Education operating budget

3. Contract: Contracted Services for Special Education Related Services, Extension
Contract #: 2-295-02

Term: 2 years **Extensions:** 1/1-year **Contract Ending Date:** 6/30/05 (tentative)

Estimated annual award value: \$1,500,000

Estimated total award value: \$4,500,000

Bid issued: June 27, 2002

Pre-bid meeting date: July 11, 2002

Due Date: July 25, 2002

No. of vendors issued to: 23

No. of bids received: 6

No. of no-bids received: 2

Description:

A one-year extension of contract with the award bidders listed below to provide Speech, Occupational and Physical Therapies, Audiology, and Education of the Deaf/Hard-of-Hearing Using Sign Language to students ranging in age from birth to 21.

Services are provided in a variety of locations, including elementary, middle and high schools, special schools, infants and toddlers' centers and limited home visits.

Speech therapists provide screening, assessment, and treatment for direct and collaborative programming to move toward an inclusive classroom model. Therapists also develop Individual Education Plans (IEP) and, for infants and toddlers, an Individual Family Service Plan (IFSP), and participate in Admission, Review & Dismissal (ARD) teams.

Physical and occupational therapists provide treatment and annual skill updating evaluation, assist in developing IEPs and IFSPs and participate in ARD teams when appropriate.

Recommendation:

Extensions of contract are recommended to:

Care Resources, Baltimore, MD
Hearing & Speech Agency, Baltimore, MD
Henning & Cole, Cockeysville, MD
EBS, Concordville, PA

Responsible school or office: Office of Special Education
Contact Person: Elizabeth Neville
Funding Source: Office of Special Education operating budget

4. Contract: Global Positioning System Real-Time Bus Tracking System
Bid #: JMI-602-05
(Howard County Public School System, RFP# 33-01-02/03)

Term: Annual beginning August 1, 2004 **Extension:** N/A
Contract Ending Date: N/A
Estimated total award value: \$360,000 (estimated)
Renewed annually for: \$8,100 (plus up to 5% after year 2)

Description:

Global positioning system (GPS) for special education school bus operations. BCPS requests approval to procure such system utilizing the Howard County Public School System, RFP# 33-01-02/03. The system, which is comprised of both hardware and software components, will track daily rider-ship for students. The tracking and storing of rider-ship data will provide an audit trail for reimbursement of Medicaid funds for transportation services to the Office of Third Party Billing.

Recommendation:

Award of contract is recommended to:

Everyday Wireless, LLC, West Lawn, PA

Responsible school or office: Office of Transportation

Contact Person: Linda Fitchett

Funding Source: Office of Third Party Billing and operating budget of the Office of Transportation

5. Contract: LAN Shared Storage Equipment
Contract#: PCR-261-04

Term: 1-time purchase **Extension:** N/A **Contract Ending Date:** N/A
Estimated total award value: \$45,372

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

Description:

An AVID Local Area Network shared-storage system. The *AVID Unity LANshare* system is specifically selected because all TEC existing editing systems are AVID based and this is the only completely compatible server available that seamlessly integrates with current equipment and software.

The system will provide:

- The ability to work on any editing project at any editing system within the facility. Since many student interns working at TEC have a variety of schedules, the system would resolve conflicts with equipment scheduling.
- A cost effective solution of increasing the number of editing stations that are available for intern and staff use.
- A networked storage device that would house a keyword-searchable, digitized stock footage library that is accessible from any editing system. This would enable an editor to quickly search and view video clips instead of locating videotapes, searching through the tape, and then having to digitize the footage into a compatible computer file format.
- The ability for TEC' graphic artist to develop graphics for any project within the facility from his workstation without interrupting the editing process.

AVID has a program that provides qualified educational institutions pricing significantly below what is available to the general market. Purchasing this item through the educational pricing program includes ten editing software licenses valued at \$7,000 that would not be included in the non-educational pricing. TEC has purchased other AVID products through this program providing TEC the opportunity to use the same technology that film, video, and broadcast professionals use. Washington Professional Systems(WPS) is the only AVID authorized reseller of this product in Maryland, Washington, DC, and Virginia. WPS is a qualified integrator of AVID systems and has

installed two of our current systems. TEC requires a highly qualified local source of dependable support that is responsive to resolving problems that may arise. Additionally, in order to produce programming without interruption during the school year, major installations of new systems must be scheduled during the summer months.

It has been determined that in accordance with Board of Education Policy and Superintendent's Rule 3215 and 3250, the Office of Purchasing Policy 4002.4, and in the opinion of the Office of Purchasing, that this procurement does qualify and meets the criteria to be considered a sole-source procurement. This opinion is based on the fact that Washington Professional Systems is the only *AVID Unity LANshare* system reseller in Maryland, Washington, D.C., and Virginia.

Recommendation:

Award of contract is recommended to:

Washington Professional Systems, Wheaton, MD

Responsible school or office: Education Channel

Contact Person: Jeff Lifton

Funding Source: Operating budget of The Education Channel

6. Contract: Lease for Facility Space on Whitehead Road
Bid #: RGA-130-05

Term: 3 years, 2 mos. **Extension:** 0 **Contract Ending Date:** 10/1/2007 (tentative)
FY 04 Beginning annual award value: \$135,000
FY 07 Ending annual award value: 143,222
Estimated total award value: \$441,142

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:

A lease for educational facility space at 1705 Whitehead Road, Baltimore, MD 21207, known as Evens Building, beginning August 1, 2004. This space will house the Transition Center, a new program to provide interim services to agency-placed students new to the Baltimore County Public Schools' system. This lease covers approximately 12,000 square feet at the rear of the building. The lease contract term is for three years, two months, beginning at \$11.25 per square foot for the first year, with a 3 percent increase per year thereafter.

Recommendation:

The lease contract for educational facility space is recommended to:

Emmes Realty Services, LLC, Baltimore, MD

Responsible school or office: Office of Support Services and Strategic Planning

Contact Person: Rita Fromm

Funding Source: Operating budget of the Department of Fiscal Services