

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** July 13, 2004

**TO:** **BOARD OF EDUCATION**

**FROM:** Dr. J. Hairston, Superintendent

**SUBJECT:** **REQUEST TO NEGOTIATE – DESIGN AND CONSTRUCTION  
ADMINISTRATION SERVICES AT KENWOOD HIGH SCHOOL**

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

**RESOURCE  
PERSON(S):** Donald F. Krempel, Ph.D., Executive Director  
Department of Physical Facilities  
Richard H. Cassell, P.E., Administrator  
Office of Engineering and Construction  
J. Kurt Buckler, P.E., Head of Engineering  
Office of Engineering and Construction

**RECOMMENDATION**

That the Board of Education grants approval to Negotiate.

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Request to Negotiate – Design and Construction Administration Services at Kenwood High School.

Appendix I – Request to Negotiate

## Appendix I

### **Request Approval to Negotiate Design and Construction Administration Services at Kenwood High School July 13, 2004**

The Department of Physical Facilities advertised for professional services required to provide design and construction administration services associated with the construction of an addition and the modernization of the Technical Education wing at Kenwood High School. These services will include, but are not limited to, the preparing schematic design documents, design development documents, and construction documents; assisting in the bidding phase, and performing construction administrative during the construction phase. All procedures in the Board of Education's Policy and Rule, Section 3250 were followed to advertise, qualify, interview, and select the consultant.

On June 16, 2004, the Qualification Committee met to review the "expressions of interest" submitted by twenty-three (23) consultants. The Qualification Committee reviewed and graded this information and forwarded the names of five (5) qualified firms for consideration by the Selection Committee.

On June 24, 2004, the Selection Committee met to discuss the Qualification Committee's report and interviewed each of the five (5) qualified firms. Based on their evaluations and interviews, the Selection Committee recommends that approval be granted to begin contract negotiations with Grieves, Worrall, Wright & O'Hatnick, Inc. to provide design and construction administration services associated with the construction of an addition and the modernization of the Technical Education wing at Kenwood High School.

APPROVED:



Donald F. Krempe, Ph.D.  
Executive Director