

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: October 5, 2004
TO: **BOARD OF EDUCATION**
FROM: Dr. 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 – October 5, 2004

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

- 1. Contract:** AVID-based Schools' Tutoring Program
Contract #: RGA-140-05

Term: 1 year **Extension:** 0 **Contract Ending Date:** 6/30/05 (tentative)
Estimated total award value: \$100,000

Description

There is an ongoing need for quality tutors in AVID-based schools as well as other schools to increase academic achievement. An important aspect of the AVID initiative is that tutors play an essential role in interacting with AVID students. Civic Works, through an arrangement with Americorp, provides tutors to the school system and has worked extensively in the region.

Civic Works will provide 29 tutors to work in the 11 AVID Baltimore County high schools. Each tutor will provide 675 hours, a total of 19,575 hours. Their services include: in-class and administrative support for the AVID program; monitoring of student behavior in classes; and other support for AVID program activities.

Civic Works will be responsible for: training and monitoring of tutors in collaboration with the AVID district director from the BCPS Office of Equity and Assurance; supervision of the tutors by two Civic Works' staff members; application of Civic Works' rules and regulations to the tutors; and provision of payroll, insurance, and any other administrative support to the tutors.

This contract is funded in a large part by a grant of \$214,000. Baltimore County Public Schools will be providing an additional \$100,000 as its funding share in the endeavor. All tutors in this program are exemplary students currently enrolled in colleges and universities. Tutors from Civic Works participated in AVID schools last year in a pilot situation that was very successful. Overall, this program enables BCPS to have the highest quality tutors available for the AVID program on a consistent and dependable basis.

Recommendation:

Award of the contract is recommended to:

Civic Works, Baltimore, MD

Responsible school or office: Office of Equity and Assurance

Contact person: Barbara Dezmon

Funding source: Minority Achievement Grant

2. Contract: Carnegie Learning's Cognitive Tutor Algebra I--Contract Modification
Bid #: JNI-759-05

Term: 3 years remaining
Estimated total award value: \$218,000
Contract Ending Date: 10/30/07 (tentative)

Bid issued: NA
Pre-bid: NA
Bid due date: NA
No. of vendors considered: NA
No. of bids received: NA
No. of no-bids received: NA
No. of non-responsive: NA

Description:

In 1999, the Office of Mathematics evaluated programs that would prepare students to pass the Algebra I Maryland High School Assessment test. They selected Carnegie Learning's Cognitive Tutor Algebra I program as the program to accomplish this goal. This program was initially put in place at Woodlawn High and Woodlawn Middle at a cost of \$40,000. In 2003, BCPS added Deep Creek Middle and Dundalk Middle schools for an additional cost of \$52,000. Marked improvement has been realized in the summative assessment, final exam, and High School Assessment results at these schools.

The Office of Mathematics would now like to expand the program to include the Milford Mill Academy. This contract modification will increase the original annual contract award by \$26,000. The Office of Mathematics would like to be able to expand this program to additional middle and high schools in the event additional funding becomes available during this current fiscal year. To accommodate this possibility, additional spending authority of \$102,000 has been added to the estimated total award value.

Recommendation:

Award of the contract is recommended to:

Carnegie Learning, Pittsburgh, PA

Responsible school or office: Office of Mathematics
Contact person: Pat Baltzley
Funding source: MSDE Cognitive Tutor Algebra Grant

3. Contract: Data Acquisition System
Bid #: JNI-758-05

Term: 3 years
Estimated annual award value: \$ 75,000
Estimated total award value: \$225,000

Contract Ending Date: 10/30/07 (tentative)

Bid issued: NA
Pre-bid: NA
Bid due date: NA
No. of vendors considered: 2
No. of bids received: NA
No. of no-bids received: NA
No. of non-responsive: NA

Description:

The Office of Science, following the selection process as established in Board Policy 6163.2 and Superintendent’s Rule 6163.2, had the Science Resource Teachers and the Elementary Science Data Acquisition Committee review scientific data acquisition systems developed by two companies. The committee developed a set of criteria to consider when evaluating the systems. The systems were compared using the following criteria: the type of data collected; the size of the unit; the accuracy of the measurements; the ability to be linked to a computer or to be used as a stand-alone unit to collect data; and the ease of use.

Two data acquisition systems were selected for evaluation by the Science Resource Teachers and the Elementary Science Data Acquisition Committee for use by classroom teachers and students to obtain environmental scientific data. The interface device selected will monitor temperature, light, sound, humidity, and pressure.

Recommendation:

Award of the contract is recommended to:

Fourier Systems, Atlanta, GA

Responsible school or office: Office of Science

Contact person: Arnold Potler

Funding source: Title II Grant

4. Contract: Fingerprinting and Background Investigative Services Extension
Contract #: RGA-138-05 (AACPS Contract # 00-46)

Term: 2 years **Contract Ending Date:** 6/30/07 (tentative)

Estimated annual award Value: \$200,000

Estimated total award value: \$400,000

Bid/Proposal issued: September 20, 1999

Pre-bid meeting date: NA

Due date: NA

No. of vendors issued to: NA

No. of Bids/Proposals received: NA

No. of no-bids received: NA

Description:

On July 9, 2002, the Baltimore County Board of Education approved a three-year contract to provide contracted services for *Fingerprinting and Background Investigative Services*.

This contract is due to expire June 30, 2005, unless it is extended. The contract's terms and conditions allowed for an option to extend the contract for two additional one-year terms. Kroll Background America, Inc., recently upgraded their equipment allowing for a faster turn-around on our investigation requests. Other than administrative costs, this contract would not be an expense to the Baltimore County Board of Education and/or Schools, as applicants pay the contractor directly for all fees.

Recommendation:

Award of the contract extension is recommended to:

Kroll Background America, Inc., Hampstead, MD

Responsible office: Department of Human Resources

Contact Person: Mark Nevins

Funding source: Operating budget of the Department of Human Resources

5. Contract: Grant Development Consultant FY 2004 USDE Magnet School Assistance Program
Contract #: RGA-138-05

Term: 3 yrs **Extension:** 0 **Contract Ending Date:** 6/30/07 (tentative)
Estimated annual award value: \$60,000
Estimated total award value: \$180,000

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

Description:

The Board of Education approved a contract (#RGA-103-04) on October 21, 2003, with Metis Associates, Inc., to assist with the preparation of a grant application for the forthcoming FY 2004 Magnet School Assistance Program (MSAP) to be offered by the U.S. Department of Education.

They will provide technical assistance and professional support in the areas of needs assessment, program evaluation, policy analysis, program development, and computer system design activities. Metis is currently serving over 70 clients across the United States involved in the U.S. Department of Education's Magnet Schools Assistance Program. They have extensive experience in developing, writing, and budgeting federal and state grant proposals, an extensive knowledge of MSAP, and a record of success in assisting districts to secure highly competitive MSAP funding. They are also well versed and thoroughly knowledgeable of *No Child Left Behind*, as well as effective communication, research, data analysis, writing, and presentation skills.

During the MSAP, Grant Metis Associates, Inc., will assist BCPS in evaluating our magnet initiative, both formatively and summatively, and they will use multiple measures over multiple groups of subjects designed to verify information and data in the following areas: identifying needed data and information; developing and adhering to a detailed work schedule; identifying key stakeholders and partners important to a successful program; participating in meetings with parents, community members, and school personnel to assist in providing information regarding the value of the program and its impact on student achievement; and preparing drafts and final documents that meet all technical requirements within required deadlines.

BCPS has selected four schools for grant funded magnet program development with an estimated requested funding amount of \$2.5 million per year for a three-year funding cycle, beginning in FY 2004-05. (Selected schools: Chesapeake High, Lansdowne High, Lansdowne Middle and Deep Creek Middle)

Recommendation:

Award of the contract is recommended to:

Metis Associates, Inc., New York, NY

Responsible office: Magnet Programs

Contact Person: David Lukes

Funding source: USDE Magnet School Assistance Program

6. Contract: Ice Melting Chemicals
Bid #: JMI-603-05

Term: 6 months **Extension:** 0 **Contract Ending Date:** 03/31/05 (tentative)
Estimated total award value: \$30,000

Bid issued: August 12, 2004
Pre-bid meeting date: N/A
Due Date: September 10, 2004
No. of vendors issued to: 17
No. of bids received: 4
No. of no-bids received: 5

Description:

BCPS acted as the lead agency in reverse-auction procurement for ice melting chemicals to meet the requirements of the upcoming winter season. Other participating members of the Baltimore Regional Cooperative Purchasing Committee (BRCPC) are: Anne Arundel County Government, Anne Arundel County Public Schools, Baltimore County Bureau of Purchases, Carroll County Government, Carroll County Public Schools, and Harford County Public Schools. The specifications were designed to obtain pricing for an ice melt compound packaged in 50-pound plastic bags to be delivered and/or picked up. The result of the reverse auction delivered an estimated savings of 2.5 percent to 6 percent for Baltimore County Public Schools.

Recommendation:

Award of contract is recommended to:

National Supply Company	Beltsville, MD
Suburban Sales & Rental Co.	Cockeysville, MD

Responsible school or office: Office of Grounds Services

Contact Person: Dennis Elkins or Roland Nickoles

Funding Source: Operating Budget of the Office of Grounds Services

7. Contract: Reconditioning of Football and Lacrosse Equipment
Bid #: JNI-757-05 (Anne Arundel County #04cm-36)

Term: 3 yrs **Extension:** 0 **Contract Ending Date:** 8-31-07 (tentative)
Estimated annual award value: \$ 75,000
Estimated total award value: \$225,000

Bid issued: March 16, 2004
Pre-bid: August 11, 2004
Bid due date: April 14, 2004
No. of vendors issued to: 16
No. of bids received: 2
No. of no-bids received: 1
No. of non-responsive: 0

Description:

A multi-year bid for the reconditioning of football and lacrosse equipment was issued jointly by Anne Arundel County and Baltimore County Public Schools.

Vendors submitted pricing on reconditioning an estimated number of helmets and an estimated number of accessories for replacement.

Recommendation:

Award of the contract is recommended to:

Circle System Group, Easton, PA

Responsible school or office: Office of Athletics

Contact person: Ronald J. Belinko

Funding source: Operating budget of the Office Athletics

8. Contract: Toro Groundsmaster 4000D
Bid #: JMI-612-05
(State of Maryland Multiple Award Contract for Mowers and Turf Equipment. BPO NO: 001B4900365, Line #0005, State Item ID: 02065-100000)

Term: 1-time purchase **Extension:** N/A **Contract Ending Date:** 11/20/04 (tentative)
Estimated total award value: \$79,000

Description:

Baltimore County Public Schools would like to *piggyback* the state of Maryland contract, #001B4900365, for the purchase of two Toro Groundsmaster 4000D commercial grade, wide-area mowers with accessories. Pricing includes full service setup 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: Office of Grounds Services

Contact Person: Dennis Elkins or Roland Nickoles

Funding Source: Operating Budget of the Office of Grounds Services