

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: August 9, 2005

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): Rick Gay, Manager, Office of Purchasing
Michael Sines, Executive Director, Department of Physical Facilities

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 – August 9, 2005**

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

- 1. Contract:** 2005 PSAT/NMSQT Early Participation Program
Contract #: JNI-720-06

Term: 1 year **Extension:** 0 **Contract Ending Date:** Date 6/30/06
Estimated annual award value: \$ 121,275
Estimated total award value: \$ 121,275

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 2005 Preliminary Scholastic Achievement Test/National Merit Scholarship Qualifying Test (PSAT/NMSQT) Early Participation Program is a BCPS initiative that involves ninth and tenth grade students in preparing and planning for success later in secondary school and in college. The Early Participation Program is an educational initiative by the system to increase opportunities for all students, with particular attention to those underrepresented in college populations. A pre-set level of expected participation determines the local test fees. The expected participation is based on the projected 2005 enrollment figures for the participating classes and the PSAT/NMSQT participation in 2004. The set fee will not change regardless of actual participation numbers.

It has been determined that, in accordance with Board of Education Policy and Superintendent's Rule 3215 and 3250, and 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 the PSAT/NMSQT examination, and all items (questions) contained therein, including all copies thereof, all examination materials, and all data including, but not limited to, all individually identifiable information collected under this agreement, is at all times exclusively owned by the College Board.

Recommendation:

Recommendation of award to:

The College Board

Bala Cynwyd, PA

Responsible school or office:

Office of Accountability, Research, and Testing

Contact person:

Dr. Beverly Pish, Director

Funding source:

Operating Budget

2. Contract: Athletic Field Maintenance
Contract #: PCR-293-06

Term: 2 year **Extension:** 3 year **Contract Ending Date:** 7/30/10 (tentative)
Estimated annual award value: \$25,000
Estimated total award value: \$125,000

Bid issued: April 28, 2005
Pre-bid meeting date: May 12, 2005
Due date: May 25, 2005
No. of vendors issued to: 7
No. of bids received: 1
No. of no-bids received: 0

Description:

This on-call contract assists BCPS on an as-needed basis with its turf management program for school athletic fields. The scope of work includes rolling, aerating, hydro seeding, fertilizing, top dressing, seeding, and sodding.

Recommendation:

Award of contract is recommended to:

Trugreen Lawncare, Inc.

Perry Hall, MD

Responsible school or office:

Office of Grounds

Contact person:

Roland Nickoles, Supervisor

Funding source:

Operating Budget

3. Contract: AVID Center Program
Contract #: RGA-162-06 (BCPS 1-102-02)

Term: 3 year **Extension:** 0 **Contract Ending Date:** 6/30/08 (tentative)
Estimated initial award value: \$100,000
Estimated total award value: \$300,000

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:

On April 23, 2002, the Board approved contract #1-102-02 with the AVID program for a three-year period. This contract was originally approved as a sole source procurement because the AVID program is copyrighted and only offered under the auspices of the AVID Center. Superintendent's Rule 3215 allows for sole source procurement only under specific guidelines when the Office of Purchasing determines "that it would be advantageous or [that it would be] impractical to seek or utilize another source when the requirement is only available from a single source, and when the compatibility of equipment, accessories, or replacement parts is the paramount consideration. This process is further amplified in the Office of Purchasing procedure OP4002.4 which states that a sole source purchase may arise from the following conditions: copyrighted products such as software, publications, textbooks, media, or products (specialized and/or advanced technology), which ensure a compatible learning environment for students/faculty at various school sites. Under the Education Article of the Annotated Code of Maryland, section 5-112 (b) (3) (ii) 1, 5-112 does not apply if the County Board determines in the written specification that a particular manufacturer's product is required to maintain compatibility of service or equipment.

The program has been very successful and to continue it, the contract needs to be renewed for an additional three-year period. The pilot program was established initially at Dundalk, Kenwood, Lansdowne, New Town, Overlea, Owings Mills, Parkville, Pikesville, Randallstown, and Woodlawn high schools, and Milford Mill Academy. Beginning with FY 2006, the AVID program will be implemented in the following additional schools: Catonsville, Chesapeake, Dulaney, and Perry Hall high schools and expand to all high schools.

The AVID Center is a non-profit educational organization that offers a new and creative way to improve the educational outcome of our minority at-risk student population. Core teachers are trained in the methodologies to assist average students overcome the barriers to college acceptance. The strategies include a daily AVID class conducted by an AVID trained teacher with support from local college students who serve as group leaders, mentors, and evaluators.

The AVID program involves the interaction and direction of administrators, counselors, and teachers, as well as ESOL staff. It also includes a tutorial program focused primarily on

learning acceleration components rather than remediation. It is adaptable for inclusion into routine classroom methodologies and school programs and includes on-site follow-up and monitoring of its implementation at the school by the AVID Center.

AVID is carefully structured to include a school-wide team that is put into place at the outset of a school's decision to embark upon the program. Teams are composed of the school principal, head counselor, AVID teacher, and teachers in English, foreign languages, history, science, and mathematics. This comprehensive team receives one week of training in the summer, plus monthly follow-up training provided by AVID lead teachers and/or regional AVID centers. School-wide teams are essential to the program's success, since teachers in different content areas, along with the principal and counselor, understand the program's goals and structure and how they relate to their campuses particular climate and culture. This site team provides ongoing training to other staff in instructional and classroom management techniques to enhance academic achievement among students.

AVID is infused into the school improvement plan for the specific school. Instructional methodologies are central to AVID. They include: collaborative learning groups, inquiry and Socratic instructional approaches, and writing to facilitate learning. Certain students are selected to be AVID students. So designated, these students will be scheduled for an elective AVID class during their regular school day. A faculty member will have been trained to conduct this class. This period, a key component of the program, will feature counseling as well as tutoring in areas where students experience difficulty. Again, the special AVID classes are regularly scheduled classes and are offered in elective periods. At the high school level, students who begin the classes in grade 9 will continue them through grade 12. Over the next 3 years, AVID will expand until it is eventually implemented in all BCPS high schools that have compatible schedules.

Recommendation:

Recommendation of award to:

The AVID Center

San Diego, CA

Responsible school or office:

Office of Equity and Assurance

Contact person:

Dr. Barbara Dezmon, Assistant to the Superintendent

Funding source:

Operating Budget

4. Contract: AVID-Based Schools' Tutoring Program
Contract #: RGA-140-05

Term: 1 year **Extension:** 2 years **Contract Ending Date:** 6/30/08 (tentative)
Estimated annual award value: \$95,168
Estimated total award value: \$285,504

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:

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. The extension will be implemented only if the grant program is funded by the federal government.

Civic Works will provide 30 tutors to work in the 15 AVID Baltimore County high schools. Each tutor will provide 675 hours, a total of 20,250 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 to Civic Works. Baltimore County Public Schools will be providing additional funding as its 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 very successfully in BCPS during the last two years. Overall, this program enables BCPS to have the highest quality supervised tutors available for the AVID program on a consistent and dependable basis.

Recommendation:

Recommendation of award to:

Civic Works

Baltimore, MD

Responsible school or office:

Office of Equity and Assurance

Contact person:

Dr. Barbara Dezmon, Assistant to the Superintendent

Funding source:

Operating Budget

5. **Contract:** Digital Photography Equipment
Contract #: MBU-563-06

Term: N/A **Extension:** N/A **Contract Ending Date:** N/A
Estimated annual award value: \$44,429
Estimated total award value: \$44,429

Bid issued: June 30, 2005
Pre-bid meeting date: None
Due date: July 15, 2005
No. of vendors issued to: 16
No. of bids received: 6
No. of no-bids received: 2

Description:

A request for quotations was issued to purchase digital photography equipment for a new Environmental Photography program to operate within the existing Environmental Magnet Program at Sparrows Point High School. Twenty-nine items are required from more than six vendors. The equipment will be acquired as a single lot from one vendor.

Recommendation:

Award of contract is recommended to:

Service Photo Supply, Inc. Baltimore, Maryland

Responsible school or office: Office of Science

Contact person: Samuel Wynkoop

Funding source: Operating Budget

6. Contract: Meeting Space for Administrative Meetings
Contract #: JNI-708-05

Term: 1 year **Extension:** 1 year **Contract Ending Date:** 6/30/07 (tentative)
Estimated annual award value: \$ 18,000
Estimated total award value: \$ 36,000

Bid issued: May 26, 2005
Pre-bid meeting date: None
Due date: June 15, 2005
No. of vendors issued to: 13
No. of bids received: 2
No. of no-bids received: 1

Description:

A bid was issued for a meeting space to accommodate 200 persons for a lecture-type meeting with the necessary sound and audio-visual equipment, and in addition, five individual meeting rooms to accommodate approximately 40 persons with the ability to use audio-visual equipment in those rooms. This RFP was requested for the monthly principals meetings; however, other administrative offices and departments may use adjusted pricing secured in this bid for space and equipment necessary for their meetings.

Recommendation:

Recommendation of award to:

Holiday Inn Select, North

Timonium, Maryland

Responsible school or office:

Office of the Superintendent

Contact person:

Rita Fromm, Chief of Staff

Funding source:

Operating Budget

7. **Contract:** MDK-12 Digital Library – *World Book Online*
Contract #: RGA-164-06

Term: 1 year **Extension:** 0 **Contract Ending Date:** August 30, 2006 (tentative)
Estimated total award value: \$17,078

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 Library Information services, through the MDK-12 Digital Library Consortium Bid Process, seeks to add *World Book Online* to the suite of fee-based databases accessible 24/7 to grade 3 to 9 students and their teachers. Digital content supports the teaching and learning of the MSDE Voluntary State Curriculum and the BCPS *Essential Curriculum*. It also supports technology integration initiatives and the teaching and learning of information and technology literacy competencies.

NOTE: A decision to subscribe to World Book, as opposed to our 2004-05 contract with *Grolier for the New Book of Knowledge, America the Beautiful, New Book of Popular Science* is based upon cost effectiveness and relevance of digital content.

Recommendation:

Modification of award to:

World Book

Chicago, IL

Responsible school or office:

Office of Library Information Services

Contact person:

Della Curtis, Coordinator

Funding source:

Operating Budget

9. Contract Parental Outreach – Attendance Notification and Emergency
Modification: Communication System
Contract #: RGA-157-05 (Monroe County School System, Monroe, F, Bid # 275)

Pilot 1 year **Extension:** 5 years **Contract Ending Date:** 6/30/11 (tentative)
Term:
Estimated annual award value (Pilot): \$104,000
Estimated annual award value (after Pilot) \$392,400
Estimated total award value: \$2,066,000

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:

On May 10, 2005, the Board of Education of Baltimore County authorized the Office of Equity and Assurance to “piggy-back” off of a current contract with Monroe County Public Schools, Monroe, Florida, to implement a pilot program for a Parental Outreach, Attendance Notification, and Emergency Communication System at eight schools. Due to the positive response from school administrators, parents, and the community to the premier of this program this past spring, BCPS would like to amend the contract from the initial one year and add an additional five years. In addition, beginning FY2006, we will add an additional 17 schools. By modifying the contract at this time, BCPS will realize a cost savings of 31 percent over the length of the contract.

BCPS will utilize this system to deliver messages to their constituent and stakeholder groups, school-to-parent, staff, and administrator communications. Messages are delivered in the personal voice of the sender or through text-to-speech messages, can be recorded and delivered in multiple languages, and delivered simultaneously to multiple telephone numbers and multiple e-mail addresses for each student or staff member. The system provides detailed reports on the outcome of all calls.

Recommendation:

Award of contract modification is recommended to:

Notification Technologies, Inc., (NTI)

Sherman Oaks, CA

Responsible school or office:

Office of Equity and Assurance

Contact person:

Dr. Barbara Dezmon, Assistant to the Superintendent

Funding source:

Operating Budget

11. Contract Modification: Additional Design Services – Middle River Middle School
Contract #: JN1-718-06

Term: N/A **Extension:** N/A **Contract Ending Date:** N/A

Estimated annual award value: \$
Estimated total award value: \$11,467

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:

This contract modification is for a new design of the water service connection to Middle River Middle School, a part of the major renovation project that is currently underway. By modifying the location and design of the water connection, approximately \$40,000 in construction costs will be saved.

Recommendation:

Award of contract modification is recommended to:

Cochran, Stephenson & Donkervoet (CSD) Architects Baltimore, MD

Responsible school or office: Office of Engineering and Construction

Contact person: Richard H. Cassell, P.E.

Funding source: Capital Budget

12. Contract Modification: Additional Design Services – New Town High School
Contract #: JNI-717-06

Term: N/A **Extension:** N/A **Contract Ending Date:** N/A
Estimated annual award value:
Estimated total award value: \$10,000

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:

On September 12, 2000, the Board of Education approved a fee acceptance with Grimm & Parker Architects, Inc., for the design services associated with the construction of New Town High School.

In order to obtain a Grading Permit, the Baltimore County Department of Public Works required the installation of public sidewalks along Lakeside Drive for the entire property line. This required additional surveys, design, and miscellaneous permit re-submissions. An additional fee of \$10,000 has been negotiated with the Consultant in order to close out the design contract.

Recommendation:

Award of contract modification is recommended to:

Grimm & Parker Architects Calverton, MD

Responsible school or office: Office of Engineering and Construction

Contact person: Richard H. Cassell, P.E.

Funding source: Capital Budget

13. Contract: AHERA (Asbestos) Building Re-inspections and Management Plans

Contract #: PCR-205-06

Term: 1 year **Extension:** N/A **Contract Ending Date:** 7/2006

Estimated annual award value: \$

Estimated total award value: \$216,900

Bid issued: June 23, 2005

Pre-bid meeting date: July 7, 2005

Due date: July 20, 2005 (bids opened July 21, 2005)

No. of vendors issued to: 14

No. of bids received: 6

No. of no-bids received: 0

Description:

This project is for an independent testing agency to provide inspection and management plan services as required for Baltimore County Public Schools to comply with the Asbestos Hazard Emergency Response Act (AHERA), per Federal Requirement 40 CFR Part 763.

Recommendation:

Award of contract is recommended to:

Tidewater, Inc.

Columbia, MD

Responsible school or office:

Office of Engineering and Construction

Contact person:

Richard H. Cassell, P.E.

Funding source:

Operating Budget

Bidders' Names						
Tidewater, Inc.	Advanced Air Analysis, Inc.	Aerosol Monitoring & Analysis, Inc.	Batta Environmental Associates, Inc.	Hygienetics Environmental Services	Planet Protection Services	
Total	\$216,900	\$314,900	\$296,750	\$254,718	\$301,200	\$489,700

15. Contract: Roof Replacement – Cockeysville Grounds, Transportation, and Vehicle Wash Building

Contract #: MBU-560-06

Term: 8 months **Extension:** N/A **Contract Ending Date:** 3/06

Estimated annual award value: \$

Estimated total award value: \$420,000

Bid issued: June 23, 2005

Pre-bid meeting date: July 1, 2005

Due date: July 14, 2005

No. of vendors issued to: 15

No. of bids received: 8

No. of no-bids received: 1 bid withdrawn

Description:

This project consists of roof replacement at the Cockeysville grounds, transportation, and vehicle wash building with a cold process built-up roofing system. A summary of the bids received is below.

At this time, approval of a 10% contract modification allocation in the amount of \$42,000 is requested to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Recommendation:

Award of contract is recommended to:

Interstate Corporation

Rockville, MD

Responsible school or office:

Office of Maintenance

Contact person:

Dennis N. Elkins, Administrator

Funding source:

Capital Budget

Roof Replacement – Cockeysville Grounds, Transportation, and Vehicle Wash Building
 Bid Number: MBU-560-06

	Bidders' Names		
	K I Construction Co., Inc.	DDP Roofing Services, Inc.	Interstate Corporation
Item 1 - Grounds Building	\$318,000	\$402,000	\$320,000
Item 2 - Transportation Building	84,750	113,000	80,000
Item 3 - Vehicle Wash Building	19,970	49,000	20,000
Total	\$422,720	\$564,000	\$420,000

	Bidders' Names (continued)			
	Roofers, Inc.	Simpson of Maryland, Inc.	Vatica Contracting, Inc.	Alliance Roofing & Sheet Metal, Inc.
Item 1 - Grounds Building	\$329,280	\$358,865	\$358,000	\$328,868
Item 2 - Transportation Building	102,000	106,940	96,300	96,958
Item 3 - Vehicle Wash Building	39,070	23,000	28,400	20,964
Total	\$470,3500	\$488,805	\$482,700	\$446,790

16. Contract: Roof Replacement – Greenwood Administration Building
Contract #: JMI-611-06

Term: 3 months **Extension:** Number **Contract Ending Date:** 11/23/2005
Estimated annual award value: \$
Estimated total award value: \$62,895

Bid issued: June 23, 2005
Pre-bid meeting date: June 30, 2005
Due date: July 14, 2005
No. of vendors issued to: 13
No. of bids received: 5
No. of no-bids received: 0

Description:

This project consists of roof replacement at the north wing of the Greenwood administration building. A summary of the bids received is below. Alternate No. 1 was accepted for the contractor to work on weekends only.

At this time, approval of a 10% contract modification allocation in the amount of \$6,289 is requested to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Recommendation:

Award of contract is recommended to:

Simpson of Maryland, Inc. Baltimore, MD

Responsible school or office: Office of Maintenance

Contact person: Dennis N. Elkins, Administrator

Funding source: Capital Budget

	Bidders' Names				
	Simpson of MD	G.B.A. Contracting	Heidler Roofing	Phoenix Contracting	Roofers, Inc.
Base Bid	\$59,895	\$61,200	\$72,300	\$37,000	\$65,334
Alternate No. 1 Add: Contractor to work on weekends only	3,000	3,500	16,650	37,000	11,272
Total	\$62,895	\$64,700	\$88,950	\$74,000	\$76,606

