Baltimore County Public Schools

Date: September 20, 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 – September 20, 2005

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

1. **Contract:** Direct Digital Control Preventative Maintenance Program  
   **Contract #:** JMI-613-06  

   - **Term:** 5 year  
   - **Extension:** 0  
   - **Contract Ending Date:** 9/30/10 (tentative)  
   - **Estimated annual award value:** $550,000  
   - **Estimated total award value:** $2,750,000  

   - **Bid issued:** July 21, 2005  
   - **Pre-bid meeting date:** August 3, 2005  
   - **Due date:** August 18, 2005  
   - **No. of vendors issued to:** 5  
   - **No. of bids received:** 5  
   - **No. of no-bids received:** 0

**Description:**

Approximately 137 schools have been equipped with Direct Digital Control systems of varying degree and different manufacturers to control temperature and to improve the energy efficiency and the learning environment. During the first year, preventive maintenance and software upgrades were included in the warranty. To protect the building assets and improve the energy efficiency and learning environment for all students, this preventive maintenance program for 47 elementary schools where there were major renovations was completed in Phase I. It is our intent to gradually expand the preventive maintenance program in ensuing fiscal years to other schools depending upon the availability of funds.

**Recommendation:**

Award of contract is recommended to:

- Honeywell Inc.  
  Baltimore, MD
- Invensys-Pritchett  
  Beltsville, MD
- Johnson Controls  
  Sparks, MD
- Siemens Building Technologies  
  Baltimore, MD

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

**Contact person:** Dennis N. Elkins

**Funding source:** Operating Budget
2. **Contract:** Grass Seed and Fertilizer  
**Contract #:** JMI-620-06 (Anne Arundel County Public Schools Multiple Award Contract for Grass Seed and Fertilizer Bid #: 05CM-136)

**Term:** 1 year  
**Extension:** 2 year  
**Contract Ending Date:** 07/31/08 (tentative)

**Estimated annual award value:** $30,000  
**Estimated total award value:** $90,000

**Bid issued:** March 15, 2005  
**Pre-bid meeting date:** N/A  
**Due date:** June 15, 2005  
**No. of vendors issued to:** 3  
**No. of bids received:** 3  
**No. of no-bids received:** 0

**Description:**

Baltimore County Public Schools’ Office of Purchasing would like to participate in the Anne Arundel County Public Schools’ (AACPS) solicitation for Grass Seed and Fertilizer, which was awarded August 1, 2005. AACPS awarded contracts based on the most favorable delivered unit price per item.

**Recommendation:**

Recommendation of award to:

- **Newsom Seed Inc.**  
  Fulton, MD

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

**Contact person:** Roland Nickoles

**Funding source:** Operating Budget
3. **Contract:** Nextel Cellular Phone  
**Contract #:** RGA-168-06  
(Fairfax County Government #RQ04-717519-39A-B)

**Term:** 5 year  
**Extension:** 0  
**Contract Ending Date:** 6/30/10 (tentative)

**Estimated annual award value:** $100,000  
**Estimated total award value:** $500,000

**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 to *piggyback* on a Fairfax County Government, Fairfax County, Virginia, contract, #RQ04-717519-39A-B, *Wireless Communication Services for Fairfax County Schools*. Schools and offices will be able to order Nextel cellular phones. These Nextel phones are state-of-the-art, integrated, digital phone units that contain digital cellular paging services, data services, GPS and *Nextel Direct Connect*. *Direct Connect* allows users to instantly talk with other BCPS Nextel phone users at the touch of a button.

The phones will allow a 24/7 link to key personnel that play a major role in school or office operations. The global GPS PO locator feature will improve safety for personnel by allowing data on location of staff working in our offices and on our campuses in any weather, at any hour of the day or night.

**Recommendation:**

Award of contract is recommended to:

- **Nextel Communications of the Mid-Atlantic, Inc.** Reston, VA  
**Responsible school or office:** Department of Technology  
**Contact person:** Judson Porter  
**Funding source:** Operating Budget
4. **Contract:** Owner Lease Agreement with Omnipoint (T-Mobile) for Cell Antenna at Randallstown High School  

**Contract #:** RGA-158-05

- **Term:** 20 year  
- **Extension:** 5 yr  
- **Contract Ending Date:** 6/30/30 (tentative)

- **Estimated revenue value:** $18,000
- **Estimated total revenue value:** $450,000

**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 August 10, 2004, the Board of Education approved contract #RGA-135-05 between BCPS and Omnipoint Communications Cap Operations, L.L.C., a business representative for T-Mobile, to conduct reasonable tests designed to determine the feasibility of a cell tower at Randallstown High School. Omnipoint conducted radio frequency testing, soils testing, on-site feasibility assessment, and necessary zoning applications granting this right of access.

The testing completed by Omnipoint Communications Cap Operations, L.L.C., indicates that this location is suitable and safe to erect a cell tower. Omnipoint will pay BCPS $1,500 per month for the lease of a small piece of property at the school. The drawings have been reviewed by the Department of Physical Facilities and all necessary licenses and permits or authorizations required for Omnipoint’s use of the property from all applicable government and/or regulatory agencies will be at Omnipoint’s expense.

On May 24, 2005, the Board of Education of Baltimore County tabled the initial board agenda item requesting more in the form of photographs and drawings. Those items have now been obtained.

**Recommendation:**

BCPS recommends that the Board of Education enter into a lease agreement with:

- **Omnipoint Communications Cap Operations, L.L.C.**  
**Baltimore, MD**

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

**Contact person:** Michael G. Sines

**Funding source:** Revenue Generating
5. **Contract:** Science Weekly  
**Contract #:** RGA-169-06

<table>
<thead>
<tr>
<th>Term:</th>
<th>1 year</th>
<th>Extension:</th>
<th>0</th>
<th><strong>Contract Ending Date:</strong></th>
<th>6/30/06 (tentative)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated annual award value:</td>
<td>$109,860</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Estimated total award value:</td>
<td>$109,860</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**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:**

We request approval from the Board of Education to purchase *Science Weekly* for all Elementary Title I Schools and selected middle schools. *Science Weekly*, an award-winning newsletter, is designed to supplement teachers’ efforts to assist students in developing higher-ordered and critical thinking skills. Every topic is written at six reading levels for students from grades kindergarten to six. Diverse science content provides the opportunity for students to exercise their curiosity about the world around them.

Comprehensive teaching notes provide ongoing teacher development with extensive background information to enhance a teacher’s knowledge of the featured topic.

Research has firmly documented that some students depend on the left side of the brain during the cognitive stages of development, while others utilize the right side. Teachers need an instructional process that helps accommodate for these varied learning styles of all students.

*Science Weekly* is a curriculum supplement that offers an interdisciplinary approach to support teachers in presenting science and mathematics to their students. *Science Weekly* helps encourage interaction and hands-on activities within the classroom.

Each issue of *Science Weekly* ascribes to the National Science Education Standards and presents a single current topic written on six different reading levels for grades kindergarten through six. This allows teachers to apply multiple levels and multiple interaction points in the classroom and to better accommodate the cognitive learning styles of all students.

*Science Weekly* actively adheres to the four key science education content areas of biological science, life science, physical science, and technology. They are presented in a fun-filled, interactive style that facilitates learning.
**Recommendation:**

Recommendation of award to:

Science Weekly                Silver Spring, MD

**Responsible school or office:**

Office of Science Pre K-6

**Contact person:**

David Copenhaver

**Funding source:**

Title I
6. **Contract Extension:** Supply and Service Portable Toilet Systems  
   **Contract #:** 3-307-01  
   **Term:** 1 year  
   **Extension:** 0  
   **Contract Ending Date:** 9/30/06 (tentative)  
   **Estimated annual award value:** $25,000  
   **Estimated total award value:** $25,000  

   **Bid issued:** July 6, 2000  
   **Pre-bid meeting date:** July 18, 2000  
   **Due date:** July 27, 2000  
   **No. of vendors issued to:** 5  
   **No. of bids received:** 1  
   **No. of no-bids received:** 1  

   **Description:**  
   This is a one year extension of a contract approved by the Board of Education to supply and service portable toilet systems at the BCPS bus lots.  

   **Recommendation:**  
   Award of contract is recommended to:  
   - **Spot-A-Pot, Inc.**  
   - Baltimore, MD  
   - **Responsible school or office:** Office of Maintenance  
   - **Contact person:** MacArthur Chavis  
   - **Funding source:** Operating Budget
7. **Contract Extension:** Water Cooler and Bottled Water  
   **Contract #:** 5-509-01  
   **Term:** 1 year  
   **Extension:** 0  
   **Contract Ending Date:** 9/30/06 (tentative)  
   **Estimated annual award value:** $40,000  
   **Estimated total award value:** $40,000  

   **Bid issued:** August 3, 2000  
   **Pre-bid meeting date:** August 17, 2000  
   **Due date:** August 29, 2000  
   **No. of vendors issued to:** 10  
   **No. of bids received:** 3  
   **No. of no-bids received:** 0  

**Description:**  
This is a one-year extension of a five-year contract approved by the Board of Education on October 10, 2000, to furnish and maintain bottled water service on an as-needed basis to offices and schools within Baltimore County Public Schools.

**Recommendation:**

**Recommendation of award to:**  
   **Snow Valley**  
   **Upper Marlboro, MD**  

**Responsible school or office:**  
   **Physical Facilities—Environmental Science**  

**Contact person:**  
   **Jennifer Deems**  

**Funding source:**  
   **Operating Budget**
8. **Contract Modification:** Heating Cooling System; Design Build Services – Deer Park Elementary School  
   **Contract #:** JMI-637-05

   **Term:** 5 months  
   **Extension:** N/A  
   **Contract Ending Date:** 8/22/05 (tentative)

   **Estimated award value:** $379,760  
   **Estimated modification amount:** $32,721  
   **Estimated total award value:** $412,481

   **Bid issued:** March 10, 2005  
   **Pre-bid meeting date:** March 23, 2005  
   **Due date:** April 5, 2005  
   **No. of vendors issued to:** 8  
   **No. of bids received:** 2  
   **No. of no-bids received:** 0

**Description:**

In order to accommodate BGE design alterations and the subsequent equipment location, it is necessary that the approved contractor provide additional construction services. These additional services include the installation of a concrete encased duct bank from the new transformer to the new exterior CT cabinet, and the installation of conduit, wire, troughs, and necessary fittings from the CT cabinet to the service equipment in the boiler room. The location of the transformer and exterior CT cabinet were required by BGE. This change order represents 8.6% of the approved 10% contingency.

**Recommendation:**

Award of contract modification is recommended to:

   - Dynastics, Inc.  
     - Baltimore, MD

**Responsible school or office:** Office of Engineering and Construction

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

**Funding source:** Capital Budget
9. **Contract Modification:** Inspection/Testing Construction Package 1B – Windsor Mill Middle School  
**Contract #:** PCR-268-05  
**Term:** 2 year  
**Extension:** N/A  
**Contract Ending Date:** 8/1/06 (tentative)  
**Estimated award value:** $43,510  
**Estimated modification amount:** $48,000  
**Estimated total award value:** $91,510  
**Bid issued:** August 20, 2004  
**Pre-bid meeting date:** August 31, 2004  
**Due date:** September 14, 2005  
**No. of vendors issued to:** 18  
**No. of bids received:** 16  
**No. of no-bids received:** 0  

**Description:**  
Due to unsuitable soils encountered throughout the Windsor Mill Middle School site, it has been necessary to call on the testing agency, Reuling Associates, Inc., much more than originally anticipated. With the unsuitable soils in the roadway Right-of-Way, this testing service will need to be on a stand-by basis until all utility work and paving are complete. The additional funding is requested for testing throughout the completion of the project.

**Recommendation:**  
Award of contract modification is recommended to:

- **Reuling Associates, Inc.**  
- **Timonium, MD**

**Responsible school or office:** Office of Engineering and Construction  
**Contact person:** Richard H. Cassell, P.E.  
**Funding source:** Capital Budget
10. **Contract Modification:** Site Construction Package 2B – Windsor Mill Middle School
   **Contract #:** PCR-274-05

   **Term:** 1 yr, 9 mo.   **Extension:** N/A   **Contract Ending Date:** 8/1/06 (tentative)
   **Estimated award value:** $40,500
   **Bid issued:** October 14, 2004
   **Pre-bid meeting date:** October 20, 2004
   **Due date:** November 4, 2004
   **No. of vendors issued to:** 9
   **No. of bids received:** 2
   **No. of no-bids received:** 2

   **Description:**

   The 2B Site Contractor started the utility installation within the Windsor Mill Road right-of-way. With this initial excavation, the contractor encountered unsuitable soil to backfill and re-grade the roadway widening. The contractor, Urban H. Zink Contractor, Inc., has submitted a cost upset limit of $40,500 to remove all unsuitable soils and to transport suitable fill for the utility backfill. The civil engineer, construction manager, and Department of Physical Facilities representative have reviewed this proposal and agree that this cost is reasonable.

   **Recommendation:**

   Award of contract modification is recommended to:

   Urban H. Zink Contractor, Inc.            Chase, MD

   **Responsible school or office:** Office of Engineering and Construction

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

   **Funding source:** Capital Budget
11. **Contract Modification:** Steel Construction Package 5A – Windsor Mill Middle School  
   **Contract #:** PCR-268-05  
   **Term:** 2 year  
   **Extension:** N/A  
   **Contract Ending Date:** 8/1/06 (tentative)  
   **Estimated award value:** $31,851  
   **Bid issued:** August 20, 2004  
   **Pre-bid meeting date:** August 31, 2004  
   **Due date:** September 14, 2005  
   **No. of vendors issued to:** 18  
   **No. of bids received:** 16  
   **No. of no-bids received:** 0  

**Description:**  
The 5A Steel Construction Package was bid prior to the design being completed for the Windsor Mill Middle School project. Following the design completion, the contractor was requested to review the final design. From this review, Crystal Steel has requested additional funding for lintels, roof opening framing, floor opening framing, bearing plates, and miscellaneous steel that was not shown on the bid document. The structural engineer, construction manager, and the Department of Physical Facilities representative have reviewed the cost breakdown and agree that this cost is reasonable.  

**Recommendation:**  
Award of contract modification is recommended to:  

Crystal Steel Fabricators, Inc.  
Delmar, DE  

**Responsible school or office:** Office of Engineering and Construction  
**Contact person:** Richard H. Cassell, P.E.  
**Funding source:** Capital Budget
12. **Contract:** Music Technology Laboratory – Woodlawn High School  
**Contract #:** MBU-568-06

**Term:** 6 months  
**Extension:** N/A  
**Contract Ending Date:** April, 2006  
**Estimated total award value:** $ 193,500

**Bid issued:** August 11, 2005  
**Pre-bid meeting date:** August 18, 2005  
**Due date:** September 1, 2005  
**No. of vendors issued to:** 6  
**No. of bids received:** 4  
**No. of no-bids received:** 0

**Description:**

This project consists of renovations to an existing music room to create a music technology laboratory and classroom. A summary of the bids received is below.

At this time, approval of a 10% contract modification allocation in the amount of $19,350 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:

- **RWC Contracting Corporation**  
  Baltimore, MD

**Responsible school or office:** Office of Engineering and Construction

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

**Funding source:** Capital Budget

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Bid</td>
<td>$261,690</td>
<td>$178,800</td>
<td>$201,176</td>
<td>$252,000</td>
</tr>
<tr>
<td>Alternate #1 Add:</td>
<td>2,280</td>
<td>1,000</td>
<td>2,105</td>
<td>1,300</td>
</tr>
<tr>
<td>Alternate #2 Add:</td>
<td>1,140</td>
<td>4,100</td>
<td>3,110</td>
<td>1,550</td>
</tr>
<tr>
<td>Alternate #3 Add:</td>
<td>9,950</td>
<td>9,600</td>
<td>9,000</td>
<td>9,500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$275,060</strong></td>
<td><strong>$193,500</strong></td>
<td><strong>$215,391</strong></td>
<td><strong>$264,350</strong></td>
</tr>
</tbody>
</table>