

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** October 5, 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.

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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, 2005**

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

- 1.               **Contract:** Even Start Family Literacy Program Evaluation  
                  **Contract #:** RGA-101-03

**Extension Term:** 3 years    **Extension:** 0                   **Contract Ending Date:** 11/30/08 (tentative)  
**Estimated annual award value:**                 \$10,000  
**Estimated total award value:**                  \$30,000

**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:**

This is a contract for a consultant to evaluate the Even Start Family Literacy Program during the FY05-FY07 program years. There are eight Even Start sites throughout Baltimore County. The consultant will evaluate these sites according to MSDE reporting requirements. Now that the contract is moving beyond the original two years and will exceed \$15,000, the contract is brought before the Board.

**Recommendation:**

Recommendation of award to:

Gilbert R. Austin, Ph.D.   Rockville, Maryland

**Responsible school or office:**                                   Office of Alternative Education, Dropout  
Prevention, and Summer School

**Contact person:**   Vicky Ciulla

**Funding source:**   Even Start Family Literacy Program  
Grant

**2. Contract Extension:** Personal Protective Equipment  
**Contract #:** PCR-217-06, Baltimore County #41035

**Term:**                   **Extension:** 4 year           **Contract Ending Date:** 8/7/09 (tentative)  
**Estimated annual award value:** \$22,000  
**Estimated total award value:** \$88,000

**Bid issued:**                   March 23, 2000  
**Pre-bid meeting date:**       April 10, 2000  
**Due date:**                    April 21, 2000  
**No. of vendors issued to:**    5  
**No. of bids received:**        2  
**No. of no-bids received:**    0

**Description:**

This is to participate in the remaining four years of the Baltimore County contract to provide uniform rental and laundering services for 62 transportation maintenance personnel.

**Recommendation:**

Award of contract is recommended to:

Ace Uniform Services, Inc.

Baltimore, MD

**Responsible school or office:**

Office of Transportation

**Contact person:**

Wayne Hopkins

**Funding source:**

Office of Transportation

**3. Contract:** Resident Teacher Coaches' Program  
**Contract #:** RGA-170-06

**Term:** 1 year      **Extension:** N/A      **Contract Ending Date:** 6/30/06 (tentative)  
**Estimated annual award value:** \$86,000  
**Estimated total award value:** \$86,000

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

**Description:**

This contract is for coaching services for the Resident Teacher Certification Program that enables teachers to achieve a Maryland Standard Professional Certificate in the critical shortage areas of math, science, English, world languages, and special education as described by *No Child Left Behind*.

Duties will include:

- ⌚ Coaching teachers in best practices for effective instruction
- ⌚ Observing instruction and providing non-evaluative feedback
- ⌚ Assisting resident teachers in accessing educational resources
- ⌚ Instructing courses/seminars
- ⌚ Visiting resident teachers on a weekly/bi-weekly basis to provide instructional support

**Recommendation:**

Recommendation of contracts to:

Towson University  
College of Notre Dame

Towson, MD  
Baltimore, MD

**Responsible school or office:**

Department of Human Resources

**Contact person:**

Dr. Donald A. Peccia

**Funding source:**

Title II

**4. Contract:** Toolcat Utility Work Machine  
**Contract #:** JN1-723-06 (State of Maryland Bid # 001B5900389)

**Term:** 1 year      **Extension:** 0      **Contract Ending Date:** 10/30/06 (tentative)  
**Estimated award value:** \$26,992  
**Estimated total award value:** \$26,992

**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:**

Baltimore County Public Schools would like to *piggy-back* off of a current contract with the State of Maryland to purchase a Toolcat 5600 Utility Work Machine to be used in the instructional program for the Animal and Environmental Sciences, Horticulture, and Mechanical and Agriculture Construction Technology completer programs at Hereford High School. It will also be used to support expanded animal care services in the Farm Fair complex learning laboratory and in the Operating Engineers' Apprenticeship program to provide training in earth moving techniques. This modern multi-purpose piece of equipment will replace worn out tractors.

**Recommendation:**

**Recommendation of award to:**

Bobcat of Baltimore, LLC

Baltimore, MD

**Responsible school or office:**

Office of Career and Technology  
Education

**Contact person:**

Rhonda Hoyman

**Funding source:**

Federal Perkins Grant

**5. Contract:** Transporting Modular Classrooms and Associated Services  
**Contract #:** JMI-614-06

**Term:** 5 year      **Extension:** 0      **Contract Ending Date:** 10/31/10 (tentative)  
**Estimated annual award value:** \$25,000  
**Estimated total award value:** \$125,000

**Bid issued:** July 28, 2005  
**Pre-bid meeting date:** August 17, 2005  
**Due date:** September 1, 2005  
**No. of vendors issued to:** 7  
**No. of bids received:** 3  
**No. of no-bids received:** 1

**Description:**

Contractor(s) to transport portable modular classrooms from one location to another on an as-needed basis for the school system.

**Recommendation:**

Recommendation of award to:

Ayd Auto & Truck Service, Inc. (Primary)      Baltimore, MD  
24-7 Towing, Inc. (Secondary)      Baltimore, MD

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

**Contact person:** Dennis N. Elkins

**Funding source:** Operating budget

**6. Contract Modification:** Boiler Replacement – Southwest Academy  
**Contract #:** RHA-393-03

**Term:** n/a      **Extension:** n/a      **Contract Ending Date:** October, 2005

**Estimated annual award value:** \$247,200  
**Estimated modification amount:** \$ 4,759  
**Estimated total award value:** \$251,959

**Bid issued:** March 27, 2003  
**Pre-bid meeting date:** April 3, 2003  
**Due date:** May 6, 2003  
**No. of vendors issued to:** 5  
**No. of bids received:** 5  
**No. of no-bids received:** 0

**Description:**

Numerous unforeseen asbestos abatement issues have made it necessary to request an increase in the contingency allocation in the amount of \$4,759. If approved, change orders for the project will total \$39,959.

**Recommendation:**

Award of contract is recommended to:

Denver-Elek, Inc.

Baltimore, Maryland

**Responsible school or office:**

Engineering and Construction

**Contact person:**

Richard H. Cassell, P.E.

**Funding source:**

Capital Budget

7. **Contract:** Roof Repairs – Cockeysville Bus Repair Shop  
**Contract #:** JMI-626-06 (Pennsylvania Education Joint Purchasing Council  
Bid/Contract # AEPA-005A-W500-PA)

**Term:** 3 months      **Extension:** NA      **Contract Ending Date:** 1/31/06 (tentative)  
**Estimated annual award value:** \$ 98,455  
**Estimated modification amount:** \$ 9,846  
**Estimated total award value:** \$108,301

**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 project consists of repairs to the metal roof surface and related work with a ten-year guarantee. A detailed proposal was received from the contractor based on PAEJPC approved line item pricing.

At this time, approval of a 10% contract modification allocation in the amount of \$9,846 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:

Weatherproofing Technologies, Inc.      Beachwood, OH  
(Tremco)

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

**Contact person:** Dennis N. Elkins

**Funding source:** Capital Budget



**8. Contract:** Roof Replacement – Dundalk Grounds Building  
**Contract #:** JMI-627-06 (Pennsylvania Education Joint Purchasing Council  
Bid/Contract # AEPA-005A-W500-PA)

**Term:** 4 month    **Extension:** NA    **Contract Ending Date:** 2/28/06 (tentative)  
**Estimated annual award value:** \$ 94,336  
**Estimated modification amount:** \$ 9,434  
**Estimated total award value:** \$103,770

**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 project consists of the installation of a built-up, cold coat surface and gravel roof system with a 20-year guarantee. A detailed proposal was received from the contractor based on PAEJPC approved line item pricing.

At this time, approval of a 10% contract modification allocation in the amount of \$9,434 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:

Weatherproofing Technologies, Inc.                      Beachwood, OH  
(Tremco)

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

**Contact person:** Dennis N. Elkins

**Funding source:** Capital Budget

**9. Contract:** Roof Replacement – Kenwood Professional Development Center  
**Contract #:** JMI-625-06 (Pennsylvania Education Joint Purchasing Council  
Bid/Contract # AEPA-005A-W500-PA)

**Term:** 4 month    **Extension:** NA    **Contract Ending Date:** 2/28/06 (tentative)  
**Estimated annual award value:** \$220,514  
**Estimated modification amount:** \$ 22,051  
**Estimated total award value:** \$242,565

**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 project consists of the installation of a built-up, cold coat surface and gravel roof system with a 20-year guarantee. A detailed proposal was received from the contractor based on PAEJPC approved line item pricing.

At this time, approval of a 10% contract modification allocation in the amount of \$22,051 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:

Weatherproofing Technologies, Inc.                      Beachwood, OH  
(Tremco)

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

**Contact person:** Dennis N. Elkins

**Funding source:** Capital Budget

**10. Contract:** Boiler Replacement – Loch Raven Technical Academy  
**Contract #:** MBU-569-06

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** \$523,890  
**Estimated modification amount:** \$ 52,389  
**Estimated total award value:** \$576,279

**Bid issued:** August 18, 2005  
**Pre-bid meeting date:** August 24, 2005  
**Due date:** September 8, 2005  
**No. of vendors issued to:** 9  
**No. of bids received:** 7  
**No. of no-bids received:** 0

**Description:**

This project consists of the demolition and complete replacement of the water heater and two boilers. Due to the failed condition of this equipment, this work is being performed in advance of the planned renovation.

At this time, approval of a 10% contract modification allocation in the amount of \$52,389 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:

Hurley Company

Brentwood, MD

**Responsible school or office:**

Office of Engineering and Construction

**Contact person:**

Richard H. Cassell, P.E.

**Funding source:**

Capital Budget

		Bidders' Names						
		M&M Welding & Fabricators, Inc.	Chasney and Company, Inc.	T.A. Gorman, Inc.	Denver- Elek, Inc.	Hurley Company	Towson Mechanical, Inc.	J.F. Fischer, Inc.
Base Bid	\$610,000	\$548,730	\$679,000	\$601,600	\$523,890	\$597,500	\$567,600	

## 11. Comprehensive Maintenance Plan for FY 2006

### **Recommendation of Approval of Comprehensive Maintenance Plan FY 2006 Executive Summary October 5, 2005**

The State of Maryland Public School Construction Program requires that each LEA develop a Comprehensive Maintenance Plan annually, obtain the local school board's approval, and submit it for review by October 15.

The Baltimore County Public Schools' Comprehensive Maintenance Plan is designed to support the delivery of educational programs consistent with Performance Goal 4 of the *Blueprint for Progress*, all students will be educated in school environments that are safe and conducive to learning. The objectives of the maintenance program are to provide a positive learning environment, maintain the asset value of the property, eliminate or reduce accidents, conserve energy, and operate buildings at peak efficiency.

The Comprehensive Maintenance Plan for FY06 includes: the organization structure of the Department of Physical Facilities; scheduled, unscheduled, and deferred maintenance work; energy conservation; and grounds activities completed during FY05. It also includes major initiatives planned for FY06 including a centralized maintenance management system, capital improvement programs, the Aging School Program, safety and security projects, and preventive maintenance of direct digital controls systems.

The following outlines the contents of the Comprehensive Maintenance Plan being submitted for the Board's approval.

#### Introduction

- I. Administration
  - A. Department of Physical Facilities Website
  - B. Baltimore County Public Schools Map
  - C. Mission, Goals, and Strategies
  - D. Capital Budget FY05
    - 1. State of Maryland
    - 2. Baltimore County
    - 3. Status of Capital Budget
  - E. Operating Budget FY05
    - 1. Executive Director
    - 2. Engineering and Construction
    - 3. Comprehensive Maintenance and Construction
    - 4. Operations
    - 5. Grounds

- II. Personnel (Statements and Organization Charts)
  - A. Executive Director of Physical Facilities
  - B. Office of Budget and Accounting
  - C. Office of Engineering and Construction
  - D. Office of Maintenance
    - 1. Contract Maintenance
    - 2. Energy Management
    - 3. Customer Services
    - 4. Electrical Services
    - 5. Mechanical Services
    - 6. General Maintenance Services
  - E. Office of Operations
  - F. Office of Grounds
  - G. Office of Safety and Security
  
- III. Scheduled Maintenance FY05
  - A. Preventive Maintenance
    - 1. Office of Operations
    - 2. Office of Grounds
    - 3. Maintenance Contracts
    - 4. Relocatable Contracts
  - B. Modification and Alterations
    - 1. Electrical Services - Special Projects FY05
    - 2. Mechanical Services - Special Projects FY05
    - 3. General Maintenance Services - Special Projects FY05
  - C. Scheduled Replacements
    - 1. Contract Maintenance Summer Projects FY05
    - 2. Aging School Program FY05
    - 3. Security Contract: Secure Our Schools Initiative Grant FY05
  - D. Work Orders FY05
    - 1. Work Orders by Section and by Percentage FY05
    - 2. Open/Closed Work Orders by Sections FY05
  
- IV. Unscheduled Maintenance FY05
  - A. Unscheduled Maintenance
  - B. Electrical Services - Emergency Work Orders FY05
  - C. Office of Safety and Security – Security Response May 1-31, 2005
  
- V. Deferred Maintenance
  - A. Office of Maintenance
    - 1. Contract Maintenance
    - 2. Energy Management, Electrical Services, Mechanical Services, and General Maintenance Services
    - 3. Window/Blind Replacement
  - B. Office of Grounds

- VI. Energy Conservation
  - A. Energy Conservation
  - B. Energy Conservation Guidelines
  - C. Priority List of High Use of Energy Schools
  
- VII. Major Initiatives FY06
  - A. Computerized Maintenance Management System (CMMS)
  - B. Capital Improvement Projects, QZAB, and Aging School Program FY06
    - 1. Aging School Program FY06
    - 2. Approved Capital Improvement Plan FY06
  - C. Security Capital Projects FY06
  - D. Card Access Systems; Closed-Circuit Television Systems
  - E. Direct Digital Controls (DDC) Preventive Maintenance
  - F. Conclusion