DATE: January 23, 2007

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

RE: RECOMMENDATIONS FOR AWARD OF CONTRACTS

ORIGINATOR: J. Robert Haines, Esq., Deputy Superintendent

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 – January 23, 2007

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

1. **Contract Extension:** Electrical Testing
   **Contract #:** PCR-225-06

   **Term:** 1 year extension
   **Contract Ending Date:** 12/31/07
   **Estimated annual award value:** NA
   **Estimated total award value:** NA
   **Bid issued:** NA
   **Pre-bid meeting date:** NA
   **Due date:** NA
   **No. of vendors issued to:** NA
   **No. of no-bids received:** NA
   **No. of bids received:** NA

   **Description:**
   This project consists of electrical testing of service equipment and replacement of failed equipment at eleven schools. All testing will be in accordance with the National Electrical Testing Association (NETA) using Maryland Testing Standard 2005, Section 7.1 (Switchgear and Switchboard Assemblies) and Section 7.6 (Main Circuit Breaker). The Board of Education of Baltimore County approved the original contract on May 23, 2006. The original term of contract expired December 31, 2006, before all testing was completed. The vendor has agreed to extend the contract for another year at the agreed-upon terms and conditions.

   **Recommendation:**
   Award of extension is recommended to:

   Harford Electrical Testing, Inc.  Joppa, MD

   **Responsible school or office:** Office of Maintenance
   **Contact person:** Dennis Elkins
   **Funding source:** Operating budget
2. **Contract:** Baltimore County Public Schools (BCPS) and Community College of Baltimore County (CCBC) Articulation Agreement

**Contract #:** MWE-858-07

**Term:** 2 years  **Extension:** 0  **Contract Ending Date:** 6/30/07

**Estimated annual award value:** $28,000  
**Estimated total award value:** $56,000

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

**Description:**

This contract consists of the development of BCPS’ Career and Technology Education curriculum that allows students to request credit for introductory level community college courses. BCPS and CCBC entered into a contract on June 24, 2005, to create college credit to high school students who graduate and successfully complete a specific career and technology education program or advanced technology sequence of courses in Baltimore County Public Schools. This is a dual credit program. This will now extend beyond the statutory bid limit and board approval is needed for the continuation of the program.

**Recommendation:**

Award of contract is recommended to:

- **The Community College of Baltimore County**  
  Baltimore, MD

**Responsible school or office:** Career and Technology Education

**Contact person:** Leila Walker

**Funding source:** Operating budget
3. **Contract:** Cut Sheet Paper (Copy, Laser Printers, and Duplicators)
   **Contract #:** JMI-619-07 (Anne Arundel County Public School #07CM-128)

   **Term:** 6 month  **Extension:** 6 month  **Contract Ending Date:** 01/23/08
  
  **Estimated annual award value:** $1,500,000  
  **Estimated total award value:** $1,500,000

   **Bid issued:** November 14, 2006  
   **Pre-bid meeting date:** NA  
   **Due date:** December 14, 2006  
   **No. of vendors issued to:** 4  
   **No. of no-bids received:** 0  
   **No. of bids received:** 4

   Chemstat Products, Inc. New York, NY
   RIS Paper Upper Marlboro, MD
   Uzo 1 Buffalo, NY
   Xpedx, Inc. Hanover, MD

**Description:**

This contract uses a cooperative agreement for pricing on six types of 8 ½” x 11” letter-sized paper and 8 ½” x 14” legal-sized paper. The Baltimore Regional Cooperative Purchasing Committee, with Anne Arundel County Public Schools acting as the lead agency, conducted a reverse auction for paper on December 14, 2006. Delivery will be made to Distribution Services on an as-needed basis.

**Recommendation:**

Award of contract is recommended to:

Xpedx, Inc. Hanover, MD

**Responsible school or office:** Distribution Services

**Contact person:** Chuck Raulie

**Funding source:** Operating budget
4. **Contract**: Focused Elementary and Middle School Utilization Study  
**Contract #**: MWE-837-07

**Term**: 5 years  
**Extension**: 1 year  
**Contract Ending Date**: 11/30/12

**Estimated annual award value**: $75,000  
**Estimated total award value**: $450,000

**Bid issued**: August 31, 2006  
**Pre-bid meeting date**: September 14, 2006  
**Due date**: September 28, 2006  
**No. of vendors issued to**: 5  
**No. of no-bids received**: 0  
**No. of bids received**: 1

Cropper GIS, LLC  
Dublin, OH

**Description**:  
This contract consists of the hiring of a consultant to assist in conducting utilization studies that analyze growth trends and the impact of new development on schools within Baltimore County as funding is available.

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

Cropper, GIS, LLC  
Dublin, OH

**Responsible school or office**: Department of Planning and Support Operations  
**Contact person**: Don Dent  
**Funding source**: Operating budget
5. **Contract:** Gasoline and Diesel Fuel  
   **Contract #:** JMI-625-07 (Baltimore County #206051)

- **Term:** 4 years  
- **Extension:** 2 years  
- **Contract Ending Date:** 12/31/12  
- **Estimated annual award value:** $4,700,000  
- **Estimated total award value:** $28,200,000

**Bid issued:** October 26, 2006  
**Pre-bid meeting date:** NA  
**Due date:** November 14, 2006  
**No. of vendors issued to:** 4  
**No. of no-bids received:** NA  
**No. of bids received:** 4

**Description:**

This contract consists of the purchase and delivery of no-lead, reformulated gasoline with ethanol and ultra-low sulphur diesel fuel. The Baltimore Regional Cooperative Purchasing Committee, with Baltimore County acting as the lead jurisdiction, conducted the solicitation.

**Recommendation:**

Award of contract is recommended to:

- Petroleum Marketing Group  
  Millersville, MD

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

**Contact person:**  
Linda Fitchett  
Dennis Elkins

**Funding source:**  
Operating budget
6. **Contract**  Photocopiers

**Contract #:** PCR-266-06 (Maryland State #001B7900139)

- **Term:** 4 years, 8 months  
  - **Extension:** 0  
  - **Contract Ending Date:** 10/12/11
- **Estimated annual award value:** $500,000
- **Estimated total award value:** $2,500,000

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

**Description:**

This project consists of leasing high volume Océ photocopiers (models 3165 and 2090). Model 3165 is used by most schools/offices and allows for 840,000 impressions per year per machine, with additional charges for impressions above the maximum allowance. Model 2090 is used for extremely high volume locations and has no limit on impressions. Baltimore County Public Schools is piggy-backing a Maryland state contract in accordance with Maryland state law and board policy that allow using contracts awarded by other public agencies.

**Recommendation:**

Award of contract is recommended to:

- **Océ North America, Inc.**  
  - **Baltimore, MD**

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

**Contact person:** Paul Cramer

**Funding source:** Operating budget of individual schools/offices
7. **Contract:** Routers and Servers for Network Applications  
   **Contract #:** MWE-846-07 (Prince George’s County Public Schools contract #2-07)

   **Term:** 6 months  
   **Extension:** 2 years  
   **Contract Ending Date:** 6/30/09  
   **Estimated annual award value:** $500,000  
   **Estimated total award value:** $1,250,000

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

**Description:**

This contract consists of the purchase of routers, servers, and maintenance for network applications. Baltimore County Public Schools is *piggy-backing* a Prince George’s County Public School’s contract in accordance with Maryland state law and board policy that allow using contracts awarded by other public agencies.

**Recommendation:**

Award of contract is recommended to:

- Compudata Systems, Inc.  
- Digicon Corporation  
- The Presidio Corporation  
- Verizon Network Integration Corp.

   Bowie, MD  
   Rockville, MD  
   Greenbelt, MD  
   Silver Spring, MD

**Responsible school or office:** Office of Computer and Network Support

**Contact person:** Gary Schlimme

**Funding source:** Operating budget
8. **Contract:** Various Custodial Restroom Products  
   **Contract #:** JMI-615-07

   **Term:** 5 years  
   **Extension:** NA  
   **Contract Ending Date:** 12/31/11

   **Estimated annual award value:** $500,000  
   **Estimated total award value:** $2,500,000

   **Bid issued:** November 2, 2006  
   **Pre-bid meeting date:** NA  
   **Due date:** November 17, 2006

   **No. of vendors issued to:** 31  
   **No. of no-bids received:** 1  
   **No. of bids received:** 11

   Acme Paper & Supply Co., Inc.  
   Calico Industries, Inc.  
   Dade Paper Mid-Atlantic  
   FPC Distribution  
   Laniado Wholesale, Inc.  
   Leonard Paper Company  
   National Supply Company  
   Sterling Chemical Company, Inc.  
   Superior Supply, Ltd  
   Viking Janitor Supplies, Inc.  
   Xpdex, Inc.

   Savage, MD  
   Annapolis, MD  
   Capitol Heights, MD  
   Elkridge, MD  
   Rockville, MD  
   Baltimore, MD  
   Beltsville, MD  
   Timonium, MD  
   Baltimore, MD  
   Hanover, MD

   **Description:**

   This contract consists of supplying various restroom products (paper towels, toilet tissue, hand soap, dispensers, etc.) on an as-needed basis. Awards are based on the most favorable price for each item.

   **Recommendation:**

   Award of contract is recommended to:

   Acme Paper & Supply Co., Inc.  
   Calico Industries, Inc.  
   Dade Paper Mid-Atlantic  
   FPC Distribution  
   Laniado Wholesale, Inc.  
   Leonard Paper Company  
   Sterling Chemical Company, Inc.  
   Superior Supply, Ltd  
   Viking Janitor Supplies, Inc.  
   Xpdex, Inc.

   Savage, MD  
   Annapolis, MD  
   Capitol Heights, MD  
   Elkridge, MD  
   Rockville, MD  
   Baltimore, MD  
   Timonium, MD

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

   **Contact person:** William Wingerd

   **Funding source:** Operating budget
9. **Contract Modification:** Renovations – Deep Creek Middle School  
   **Contract #:** MBU-670-06

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<th>Extension:</th>
<th>N/A</th>
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<tbody>
<tr>
<td>Estimated annual award value:</td>
<td>$706,874</td>
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<td>29,900</td>
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<tr>
<td>No. of vendors issued to:</td>
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<td>No. of bids received:</td>
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<td>No. of no-bids received:</td>
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**Description:**

On May 24, 2005, the Board approved a negotiated fee with NuTec Design Associates, Inc., to provide design, bidding, and construction administration services associated with the renovation project at Deep Creek Middle School. The Department of Physical Facilities has requested NuTec Design Associates, Inc. to redesign the science laboratory configuration and associated utilities to account for newly discovered subsurface conditions. This design modification will also reduce the construction cost of the project. NuTec Design Associates, Inc. has provided a cost proposal in the amount of $29,900 for the additional services.

**Recommendation:**

Award of contract modification is recommended to:

   NuTec Design Associates, Inc.  
   Hunt Valley, MD

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

**Contact person:** Richard H. Cassell, PE

**Funding source:** Capital budget
10. **Contract Modification:** Construction Packages Testing (1A) and Site Work (2A) – Vincent Farm Elementary School  

**Contract #:** MWE-843-07  

<table>
<thead>
<tr>
<th>Term:</th>
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<tbody>
<tr>
<td></td>
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<td>Testing (Contract 1A)</td>
<td>Site Work (Contract 2A)</td>
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<tr>
<td><strong>Estimated annual award value:</strong></td>
<td>$88,589</td>
<td>$4,180,710</td>
<td></td>
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<td><strong>Estimated modification amount</strong></td>
<td>8,850</td>
<td>418,062</td>
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<td><strong>Estimated total award value:</strong></td>
<td>$97,439</td>
<td>$4,598,772</td>
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**Bid issued:** November 9, 2006  
**Pre-bid meeting date:** November 15, 2006  
**Due date:** November 28, 2006  
**No. of vendors issued to:** 12  
**No. of bids received:** Testing (Contract 1A) 6; Site Work (Contract 2A) 5  
**No. of no-bids received:** 0  

**Description:**  
On December 5, 2006, the Board approved an exhibit for the responsive low bidder, Melvin Benhoff Sons, Inc., which contained a bid tab error. The Base Bid and Alternate No. 2 were stated correctly; however, the price for accepted Alternate No. 1 should have been $12,320, which makes the total $4,180,710 for the Base Bid and Alternate Nos. 1 and 2.  

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

Melvin Benhoff Sons, Inc.  
Baltimore, MD  

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

**Contact person:** Richard H. Cassell, PE  

**Funding source:** Capital budget
11. **Contract:** Window and Blind Replacement – Chase Elementary School  
**Contract #:** JNI-761-07

<table>
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<tbody>
<tr>
<td>Estimated annual award value:</td>
<td>$ 963,800</td>
<td>Estimated modification amount</td>
<td>48,190</td>
<td>Estimated total award value:</td>
<td>$1,011,990</td>
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**Bid issued:** November 30, 2006  
**Pre-bid meeting date:** December 7, 2006  
**Due date:** December 19, 2006  
**No. of vendors issued to:** 8  
**No. of bids received:** 2  
**No. of no-bids received:** 1

**Description:**

This project consists of the removal and proper disposal of existing windows, blinds, and doors; and installation of new windows, blinds, and doors.

**Recommendation:**

Award of contract is recommended to:

```
RWC Contracting Corporation               Baltimore, MD
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**Responsible school or office:** Office of Engineering and Construction  
**Contact person:** Richard H. Cassell, PE  
**Funding source:** Capital budget

<table>
<thead>
<tr>
<th>Bidders’ Names</th>
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<tbody>
<tr>
<td><strong>RWC Contracting Corporation</strong></td>
<td><strong>North Point Builders, Inc.</strong></td>
</tr>
<tr>
<td>Base Bid / Total</td>
<td>$963,800</td>
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</table>
12. **Request to Negotiate:** Feasibility and Design Services – High School Renovations  
**Contract #:** PS 07-01 / RGA 199-07

<table>
<thead>
<tr>
<th>Term:</th>
<th>N/A</th>
<th>Extension:</th>
<th>N/A</th>
<th>Contract Ending Date:</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated annual award value:</td>
<td>N/A</td>
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<tr>
<td>Estimated modification amount</td>
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<td>Estimated total award value:</td>
<td>N/A</td>
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</tbody>
</table>

- **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:**

The Department of Physical Facilities will begin the process of designing and renovating high schools. Feasibility studies will be required to determine what renovations will be needed at the initial schools. All procedures in the Board of Education Policy and Rule, Section 7210, were followed to advertise, qualify, interview, and select the consultants to provide these initial feasibility studies and design services.

The Qualification Committee met in October 2006 to review the expressions of interest submitted by thirty-eight (38) consultants. The Qualification Committee reviewed and graded this information and stated that the Selection Committee should consider the twelve (12) most qualified firms for this work.

On November 29, 2006, the Selection Committee met and discussed the Qualification Committee’s report and interviewed each of the qualified firms. Based on their evaluations, the Selection Committee recommends that approval be granted to conduct contract negotiations with the recommended firm.

**Recommendation:**

Approval is recommended to negotiate with:

- James Posey Associates, Inc.  
  URS Corporation  
  Baltimore, MD  
  Hunt Valley, MD

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

**Contact person:** Richard H. Cassell, PE

**Funding source:** N/A