

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** August 14, 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.

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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 – August 14, 2007**

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

- 1. Contract Modification:** Asbestos Abatement On-call Contract  
**Contract #:** JMI-601-04

**Term:** 5 years      **Extension:** 0      **Contract Ending Date:** 6/30/09  
**Estimated annual award value:** \$ 500,000  
**Estimated annual modification amount:** \$ 300,000  
**Estimated total award value:** \$3,100,000

**Description:**

On June 8, 2004, the Board approved a contract for emergency and routine asbestos abatement services valued at \$500,000 per year. This is being modified to include additional funding for outsourcing until the end of the contract.

**Recommendation:**

Award of contract modification is recommended to:

|                                    |                 |
|------------------------------------|-----------------|
| Primary - A-L Abatement.           | Baltimore, MD   |
| Secondary - A & I Inc.             | Baltimore, MD   |
| Tertiary - Barco Enterprises, Inc. | White Marsh, MD |
| Fourth - Colt Insulation, Inc.     | Baltimore, MD   |

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

**Contact person:** Michael G. Sines

**Funding source:** Operating budget

**PDK Audit Alignment:** Recommendation A.10.5

**Explanatory Details:** Outsourcing of general asbestos abatement services

**2. Contract Modification:** Fire Alarms Preventative Maintenance, Installation, and Repair Services  
**Contract #:** 3-314-03

**Term:** 5 years    **Extension:** 0    **Contract Ending Date:** 12/31/07  
**Estimated annual award value:** \$ 85,000  
**Estimated modification amount:** \$215,000  
**Estimated total award value:** \$300,000

**Description:**

On October 10, 2002, the Board approved a contract for fire alarm preventative maintenance, installation, and repair services valued at \$85,000 per year. This is being modified to include additional funding for outsourcing until the end of the contract.

**Recommendation:**

Award of contract modification is recommended to:

- |   |                  |
|---|------------------|
| Primary - Ark Systems, Inc.                     | Columbia, MD     |
| Secondary - SPC, Inc.                           | Laurel, MD       |
| Tertiary - Trojan Alarm Solutions, Inc.         | Chase, MD        |
| Fourth - Guardian Fire Protection Service, Inc. | Gaithersburg, MD |
| Fifth - Mid Atlantic Time Equipment, Ltd.       | Westminster, MD  |
| Sixth - Fireline Corporation                    | Baltimore, MD    |
| Seventh - Sonitrol Of Baltimore                 | Baltimore, MD    |

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

**Contact person:** Michael G. Sines

**Funding source:** Operating budget

**PDK Audit Alignment:** Recommendation A.10.5

**Explanatory Details:** Outsourcing of general repair services

**3. Contract Modification and Extension: Upgrades to Fueling Stations**  
**Contract #: MBU-520-07**

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** 11/1/07  
**Estimated annual award value:** \$458,358  
**Estimated modification amount:** \$159,750  
**Estimated total award value:** \$618,108

**Description:**

On February 13, 2007, the Board approved this contract to upgrade fueling stations to include removal and installation of gas and diesel fuel tanks at seven different locations. In order to conform to Baltimore County code requirements, a 10,000-gallon tank will be installed at the Arbutus bus lot. In addition, the Veeder-Root tank monitoring system will be upgraded to meet current Maryland Department of Environment (MDE) regulations at the Dundalk and Windsor Mill bus facilities.

**Recommendation:**

Award of contract modification and extension is recommended to:

|                                      |   |
|--------------------------------------|---|
| Petroleum Services, Inc.             | Baltimore, MD                             |
| <b>Responsible school or office:</b> | Department of Physical Facilities         |
| <b>Contact person:</b>               | Michael G. Sines                          |
| <b>Funding source:</b>               | Capital budget                            |
| <b>PDK Audit Alignment:</b>          | None                                      |
| <b>Explanatory Details:</b>          | The PDK audit does not address this item. |

**4. Contract Extension and Amendment:** Youth Employment and Training Program  
**Contract #:** JNI-976-08

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** Until terminated  
**Estimated annual award value:** N/A  
**Estimated total award value:** N/A

**Description:**

This contract consists of an agreement between Baltimore County Public Schools and Baltimore County government's Office of Workforce Development, Workforce Investment Area, as of July 1, 2006, to manage and operate a youth employment and training program. This program provides staff and support to the Rosedale Alternative Center by assisting students in transition to their home schools and the world of work. The county appropriated \$186,895 for school year 2007 for BCPS to use to fund this program. The original agreement expired on June 30, 2007.

BCPS and Baltimore County now desire to amend the agreement to allow for additional compensation in subsequent years based on appropriated funding, program performance, and the Workforce Investment Area's program needs. Funding is contingent upon the receipt of funds received from the State of Maryland, the Department of Labor, Licensing, and Regulation, and the amount of funds appropriated by the Baltimore County Council. In the event that additional funds are awarded to the Workforce Investment Area, Baltimore County reserves the right to encumber additional funds and increase compensation; however, funding shall not exceed the amount appropriated in any fiscal year. All other terms, conditions, and provisions of the original contract remain in full force and effect.

**Recommendation:**

Award of contract extension and amendment is recommended to:

Baltimore County Workforce Investment Area      Baltimore County, MD

**Responsible school or office:** Department of Student Support Services

**Contact person:** Dale Rauenzahn

**Funding source:** Life Works – Baltimore County Office of Employment and Training Grant

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.

**5. Contract:** Art Department Software Operating Platform  
**Contract #:** JNI-798-08

**Term:** 1 year                      **Extension:** 0                      **Contract Ending Date:** 8/30/08  
**Estimated annual award value:** \$ 183,000  
**Estimated total award value** \$ 183,000

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

**Description**

This contract is to purchase an upgrade to the Adobe software now being used in the high school art program. This software upgrade was evaluated by the Office of Art and this purchase will assure equity in all of the high school art programs.

Superintendent’s Rule 3215 creates guidelines and procedures for sole source procurement only under specific guidelines. The rule permits a sole source contract 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.”

Adobe, even though it is sole-source software, is available from various dealers and we were able to obtain four quotes.

**Recommendation:**

Award of contract is recommended to:

|                                      |   |
|--------------------------------------|---|
| Academic Superstore                  | Vernon Hill, IL   |
| <b>Responsible school or office:</b> | Department of Technology  |
| <b>Contact person:</b>               | Michael Goodhues  |
| <b>Funding source:</b>               | Operating budget  |
| <b>PDK Audit Alignment</b>           | Recommendation A.9.8  |
| <b>Explanatory Details:</b>          | Supervise and monitor the implementation of the intended curriculum and of expected instructional strategies so that all students have access to comparable instruction and curricular experiences. |

**6. Contract:** College Preparatory Support Program  
**Contract #:** JN1-795-08

**Term:** 1 year      **Extension:** 0      **Contract Ending Date:** 08/30/08  
**Estimated annual award value:** \$300,000  
**Estimated total award value:** \$300,000

**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:**

This contract consists of an agreement between The College Board *Connect to College Success* and BCPS to increase college awareness and preparation for students. The College Board *Connect to College Success* will provide students, teachers, counselors, and administrators with practice lessons and study guides, instructional strategies and materials, technical training, and focused workshops.

Students will have access to a college preparatory support program that will allow them, along with a teacher or counselor, to explore post-secondary options. Also included is access to an interactive website that allows middle and high school students to explore majors, colleges, and careers based on their academic achievement and interests. A web-based Scholastic Aptitude Test (SAT) online course with feedback response explanations is provided to help prepare students for the SAT and college success.

**Recommendation:**

Award of contract is recommended to:

The College Board      Bala Cynwyd, PA

**Responsible school or office:** AVID/College Board

**Contact person:** Jessie Douglas

**Funding source:** Operating budget

**PDK Audit Alignment:** Recommendation A.9.5

**Explanatory Details:** Offering the PSAT for all diploma bound grades nine and ten students.

**7. Contract:** Curriculum Management Plan Consultant  
**Contract #:** JN1-797-08

**Term:** 1 year      **Extension:** 0      **Contract Ending Date:** 7/31/08  
**Estimated annual award value:** \$75,000  
**Estimated total award value:** \$75,000

**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:**

This contract provides consultation, policy coordination, and planning services designed to assist BCPS in developing the specific work flow, communication processes, and assessment strategies necessary for the successful implementation of the Curriculum Management Plan (CMP). Arroyo Research Services will support the cross-departmental implementation of the CMP by facilitating the initial work of the Curriculum Management Committee and its Work Groups. Arroyo Research Services will also assist in the development of a Comprehensive Assessment Plan as called for in the CMP and PDK Audit.

**Recommendation:**

Award of contract is recommended to:

Arroyo Research Services      Los Angeles, CA

**Responsible school or office:** Office of the Chief Academic Officer

**Contact person:** Dr. Sonia Diaz

**Funding source:** Operating budget

**PDK Audit Alignment:** Recommendation A.3

**Explanatory Details:** Develop and execute a curriculum management plan to promote alignment and content rigor, to provide a consistent curriculum format for system-wide use, and to establish standards and guidelines for professional development and assessment.



**8. Contract:** Food Commodities Consortium  
**Contract #:** RGA-141-08

**Term:** 5 years    **Extension:** 0    **Contract Ending Date:** 6/30/12  
**Estimated annual award value:** \$150,000  
**Estimated total award value:** \$750,000

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

**Description:**

Baltimore County Public Schools (BCPS) is the lead agency in a consortium that includes Baltimore City Public Schools, Anne Arundel County Public Schools, Montgomery County Public Schools, Prince George’s County Public Schools, and Loudoun County Public Schools (Virginia) to purchase up to \$55 million dollars in food commodities directly from the manufacturer using the reverse auction process.

This contract is for the services of Co-exprise, Inc., to conduct the reverse auction and monitor the contract pricing. In FY 2006 and FY 2007, Co-exprise, Inc., conducted a strategic sourcing process that included reverse auctions of food commodities for Pennsylvania school district customers. They bid 39 line items directly to manufacturers that historically added up to \$1.1 million in spend for the 37 participating school districts. The pricing generated a savings of \$339,482, or 31 percent, from FY 2005 to FY 2006. Currently, BCPS spends between \$10 and \$12 million for food commodities each year. In a comparison of pricing of the top 15 food items purchased by BCPS and the prices that Co-exprise, Inc., enabled the Pennsylvania school consortium to use, BCPS would save 33 percent for the same items. Co-exprise, Inc., has averaged between 5 and 10 percent overall savings utilizing their strategic sourcing process and reverse auctions for food commodities. For BCPS, this would equate to a \$600,000 to \$1.2 million in annual savings to the food service department.

In the coming years, the consortium will issue food bids that will span multiple states and eventually be a national bid venue across large school districts. As the overall buying consortium grows from year to year, each individual school system will benefit from the increased volume. Product categories are taken directly to manufacturers to obtain a nationally negotiated base price first, and then the product categories are bid out to obtain the distributor mark-up on those items to the regional food distributors.

The consortium will be piggybacking a contract established between Co-exprise, Inc., and Tri-County Lower Merion School District, PA. Board of Education Policy 3210 and §5-112, Paragraph (3) of the Education Article of the Annotated Code of Maryland allows BCPS to utilize contracts awarded by other government agencies or by intergovernmental purchasing organizations if the lead agency for the contract follows the public bidding procedures.

**Recommendation:**

Award of contract is recommended to:

Co-exprise, Inc.

Wexford, PA

**Responsible school or office:**

Office of Purchasing  
Office of Food and Nutrition Services

**Contact person:**

Rick Gay  
Karen Levenstein

**Funding source:**

Operating budget

**PDK Audit Alignment:**

None

**Explanatory Details:**

The PDK audit does not address this item.

**9. Contract:** HVAC and Water Treatment Services  
**Contract #:** JMI-606-08 (Anne Arundel County Public Schools [AACPS] #07SC-39)

**Term:** 3 years    **Extension:** 2 years    **Contract Ending Date:** 12/05/11  
**Estimated annual award value:** \$ 750,000  
**Estimated total award value:** \$2,625,000

**Bid issued:** September 21, 2006  
**Pre-bid meeting date:** October 6, 2006  
**Due date:** October 20, 2006  
**No. of vendors issued to:** N/A  
**No. of bids received:** N/A  
**No. of no-bids received:** N/A

**Description:**

This contract consists of providing water treatment services and maintenance/repair service contract work on heating, air-conditioning, closed circulating systems, chillers, cooling towers and ice-storage systems, and boilers on an *as-needed* basis.

Baltimore County Public Schools (BCPS) is *piggybacking* an AACPS contract. Board of Education Policy 3210 and §5-112, Paragraph (3) of the Education Article of the Annotated Code of Maryland allows BCPS to utilize contracts awarded or negotiated by other government agencies to participate in contracts for goods or commodities that are awarded by other public agencies or by intergovernmental purchasing organizations if the lead agency for the contract follows the public bidding procedures. The AACPS contract was effective as of December 6, 2006.

**Recommendation:**

Award of contract is recommended to:

|                                      |   |
|--------------------------------------|---|
| Trane                                | Timonium, MD                              |
| <b>Responsible school or office:</b> | Department of Physical Facilities         |
| <b>Contact person:</b>               | Michael G. Sines                          |
| <b>Funding source:</b>               | Operating budget                          |
| <b>PDK Audit Alignment:</b>          | None                                      |
| <b>Explanatory Details:</b>          | The PDK audit does not address this item. |

**10. Contract:** Instructional Materials  
**Contract #:** JMI-601-08 (Anne Arundel County Public Schools [AACPS] Multiple Award Contract for Discounted Materials of Instruction #06CM-77)

**Term:** 5 years    **Extension:** 0    **Contract Ending Date:** 03/31/11  
**Estimated annual award value:** \$1,000,000  
**Estimated total award value:** \$5,000,000

**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:**

This contract consists of providing instructional supplies and materials on an *as-needed* basis. Fifteen vendors will provide 30,000 line items of educational products and related materials (i.e., art materials, puzzles, hands-on learning kits, and multicultural and special needs items).

Baltimore County Public Schools (BCPS) is *piggybacking* an AACPS contract. Board of Education Policy 3210 and §5-112, Paragraph (3) of the Education Article of the Annotated Code of Maryland allows BCPS to utilize contracts awarded or negotiated by other government agencies or by intergovernmental purchasing organizations if the lead agency for the contract follows the public bidding procedures. The AACPS contract was effective as of April 1, 2006.

**Recommendation:**

Award of contract is recommended to:

|                                      |   |
|--------------------------------------|---|
| Various vendors                      | Various locations                         |
| <b>Responsible school or office:</b> | Office of Purchasing                      |
| <b>Contact person:</b>               | Richard Gay                               |
| <b>Funding source:</b>               | Operating budget                          |
| <b>PDK Audit Alignment:</b>          | None                                      |
| <b>Explanatory Details:</b>          | The PDK audit does not address this item. |

**11. Contract Assignment:** Paper, Plastic, and Foam Products  
**Contract #:** MBU-502-06

**Term:** N/A                      **Extension:** N/A    **Contract Ending Date:** 6/30/09  
**Estimated annual award value:** N/A  
**Estimated total award value:** N/A

**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 May 23, 2006, the Board approved an award to Kahn Paper for the provision of various paper, plastic, and foam products. In January 2007, the Office of Purchasing was notified that, effective August 25, 2006, DadePaper purchased Kahn Paper. Pursuant to the original contract, this assignment requires the written approval of the Board; therefore, approval of the assignment is recommended for the remainder of the contract term. All current terms and conditions remain in effect.

**Recommendation:**

Award of contract assignment is recommended to:

|                                      |   |
|--------------------------------------|---|
| DadePaper                            | Capitol Heights, MD                       |
| <b>Responsible school or office:</b> | Office of Food and Nutrition Services     |
| <b>Contact person:</b>               | Joann English-Calvert                     |
| <b>Funding source:</b>               | Operating budget                          |
| <b>PDK Audit Alignment:</b>          | None                                      |
| <b>Explanatory Details:</b>          | The PDK audit does not address this item. |

**12. Contract Assignment:** Trucks and Vans  
**Contract #:** JMI-626-07

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** 6/30/08  
**Estimated annual award value:** N/A  
**Estimated total award value:** N/A

**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 March 27, 2007, the Board approved a one-time purchase of various trucks and vans with Penn GMC. On June 7, 2007, the Office of Purchasing was notified that, effective June 5, 2007, Bob Bell Pontiac-GMC acquired the assets of Penn GMC. Pursuant to the original contract, this assignment requires the written approval of the Board; therefore, approval of the assignment is recommended for the remainder of the contract term. All current terms and conditions remain in effect.

**Recommendation:**

Award of contract assignment is recommended to:

Bob Bell Pontiac-GMC      Baltimore, MD

**Responsible school or office:** Office of Transportation  
Office of Food and Nutrition Services

**Contact person:** Linda Fitchett  
Karen Levenstein

**Funding source:** Operating budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.

**13. Contract Modification:** Additional Design Services –Warehouse Expansion and Renovation - Food and Nutrition Services

**Contract #:** MBU-588-06

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

**Estimated annual award value:** \$314,744

**Estimated modification amount:** \$30,216

**Description:**

On November 8, 2005, the Board approved a negotiated fee with George Vaeth Associates, Inc. (GVA), to provide design, bidding, and construction administration services associated with the expansion and renovation of the Food and Nutrition Warehouse in Cockeysville.

This fee modification is for additional civil design beyond the original scope of work due to additional storm water management design required to obtain a building permit.

**Recommendation:**

Award of contract modification is recommended to:

George Vaeth Associates, Inc. (GVA)      Columbia, MD

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.

**14. Contract Modification:** Systemic Renovations – General John Stricker Middle School  
**Contract #:** PCR-213-06

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** \$13,695,000  
**Estimated modification amount:** \$32,336

**Description:**

On November 8, 2006, the Board approved this contract for the renovation of General John Stricker Middle School. This contract modification includes soffit replacements over lockers in the entire building, and wall and floor modifications at the new electrical room. The architect has reviewed the proposal and found it to be reasonable.

**Recommendation:**

Award of contract modification is recommended to:

Tuckman-Barbee Construction Co, Inc.      Upper Marlboro, MD

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.



**15. Contract Modification:** General Contractor Construction Services Contract –  
Lansdowne Middle School  
**Contract #:** JMI-652-06

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** \$12,615,000  
**Estimated modification amount:** \$34,153

**Description:**

On October 24, 2006, the Board approved a construction contract to James W. Ancel, Inc. (JWA). This contract modification will provide two (2) kettles in the cafeteria kitchen.

**Recommendation:**

Award of contract modification is recommended to:

James W. Ancel, Inc.                                  Towson, MD

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.

**16. Contract Modification:** General Contractor Construction Services Contract –  
Lansdowne Middle School  
**Contract #:** JMI-652-06

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** \$12,615,000  
**Estimated modification amount:** \$205,255

**Description:**

On October 24, 2006, the Board awarded a construction contract to James W. Ancel, Inc. (JWA). The construction documents listed the drywall utilized as the existing corridor smoke barrier to be abated; however, a new barrier system was not identified. This contract modification will provide a replacement fire-safing system throughout the building.

**Recommendation:**

Award of contract modification is recommended to:

James W. Ancel, Inc.                      Towson, MD

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.

**17. Contract Modification:** Renovations – Loch Raven Technical Academy  
**Contract #:** MBU-599-06

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** \$13,801,000  
**Estimated modification amount:** \$71,301

**Description:**

On July 11, 2006, the Board approved a contract with James W. Ancel, Inc. for the renovation of Loch Raven Technical Academy. Upon removing the ceiling in the corridor area between the wings of the building, it was discovered that the existing roof joists were currently loaded to near capacity. The addition of new pipe loads (sprinkler, electrical, etc.) to these joists requires the strengthening of the existing open web system by providing additional structural framing.

**Recommendation:**

Award of contract modification is recommended to:

James W. Ancel, Inc.                      Towson, MD

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.

**18. Contract Modification:** Renovation – Old Court Middle School  
**Contract #:** JNI-712-06

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:**      \$12,954,000  
**Estimated modification amount:**      \$4,323,550

**Description:**

On November 8, 2006, the Board approved a contract of \$12,954,000 and a 7.5% contingency of \$971,550 for the HVAC renovation; plumbing and electrical systems; ADA and restroom upgrades; enhancements to science classrooms; and installation of new ceilings. At that time, funds were available for the base bid contract only. As part of the FY08 budget, the county has approved additional funds which will allow for the replacement of all the windows; mechanical and electrical work in the gym; telescoping stands in the gym; gym lockers; and refinishing of the existing gym floor (alternates 1, 9, 11, 12 and 14). The contractor has agreed to honor the original bid price for this work.

**Recommendation:**

Award of contract modification is recommended to:

|                                      |   |
|--------------------------------------|---|
| Phillips Way, Inc.                   | Finksburg, MD                             |
| <b>Responsible school or office:</b> | Department of Physical Facilities         |
| <b>Contact person:</b>               | Michael G. Sines                          |
| <b>Funding source:</b>               | Capital budget                            |
| <b>PDK Audit Alignment:</b>          | None                                      |
| <b>Explanatory Details:</b>          | The PDK audit does not address this item. |

**19. Contract Modification:** Window Replacement and Gymnasium Upgrades - Southwest Academy  
**Contract #:** JN1-711-06

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** \$6,534,000  
**Estimated modification amount:** \$570,000

**Description:**

On June 13, 2006, the Board approved a contract with North Point Builders, Inc., for the renovation of Southwest Academy. At that time, funds were available for the base bid contract and alternates 1, 2, 3, 4, 5, and 12. As part of the FY08 budget, the county has approved additional funds which will allow for the replacement of the remainder of windows around the school (alternates 6 and 7). The contractor has agreed to honor the original bid price for this work.

**Recommendation:**

Award of contract modification is recommended to:

North Point Builders, Inc.                      Baltimore, MD

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.

**20. Contract Modification:** 5-A (Steel) Contract - Vincent Farm Elementary School  
**Contract #:** MWE-845-07

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** \$1,568,000  
**Estimated modification amount:** \$34,660

**Description:**

On January 9, 2007, the Board approved a contract with Crystal Steel Fabricators, Inc., for the 5-A (steel) work at Vincent Farm Elementary School. This contract modification is for steel and labor that was omitted on the original bid documents.

**Recommendation:**

Award of contract modification is recommended to:

Crystal Steel Fabricators, Inc.      Delmar, DE

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.

**21. Contract Modification:** Systemic Renovations – Woodlawn Middle School  
**Contract #:** MWE-829-06

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** \$15,324,000  
**Estimated modification amount:** \$31,523

**Description:**

On June 13, 2006, the Board approved a contract with Phillips Way, Inc., for the renovation of Woodlawn Middle School. Relocatable classroom buildings were installed on the site that required additional walkways to allow the students to access the school building.

**Recommendation:**

Award of contract modification is recommended to:

Phillips Way, Inc.                                      Finksburg, MD

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.

**22. Contract:** Shade Shelters at Ridge Ruxton School  
**Contract #:** JN1-799-08 (Baltimore County Bid #205682)

**Term:** 1 year      **Extension:** 0      **Contract Ending Date:** 1 year  
**Estimated annual award value:** \$31,115  
**Estimated total award value:** \$31,115

**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 consists of the use of a Department of Recreation and Parks contract that BCPS would like to *piggyback* to share of the cost for two shade shelters to be installed at Ridge Ruxton School. (Total project cost \$73,741.15 plus 10% contingency; school donations: \$50,000).

Board of Education Policy 3210 and §5-112, Paragraph (3) of the Education Article of the Annotated Code of Maryland allows BCPS to utilize contracts awarded by other government agencies or by intergovernmental purchasing organizations if the lead agency for the contract follows the public bidding procedures.

**Recommendation:**

Award of contract is recommended to:

West Recreation, Inc.                      Queenstown, MD

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.



**23. Fee Acceptance:** Feasibility and Design Services – High School Renovations  
**Contract #:** RGA-199-07

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:**  
**Estimated contingency amount:**  
**Estimated total award value:** Not-to-exceed \$50,000

**Description:**

On January 23, 2007, the Board granted approval for the Department of Physical Facilities to initiate contract negotiations with two consultants to begin feasibility studies for high school renovations. The Department of Physical Facilities has negotiated a not-to-exceed cost of \$50,000 with the consultants for the feasibility study portion of this work.

**Recommendation:**

Award of contract is recommended to:

|                              |                                       |              |
|------------------------------|---------------------------------------|--------------|
| James Posey Associates, Inc. | Carver Center for Arts and Technology | NTE \$50,000 |
| URS Corporation, Inc.        | Catonsville High School               | NTE \$50,000 |

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.

**24. Request to Negotiate:** On-call Civil/Structural Engineering Services – Various Schools  
**Contract #:** RGA-130-07 (Project PS 07-04)

**Term:** 2 years    **Extension:** N/A    **Contract Ending Date:** June 30, 2009  
**Estimated total award value:** Not-to-exceed \$300,000 per consultant per year

**Description:**

The Department of Physical Facilities requires the use of consultants on an “on-call” basis to address requests for investigations, preparation of cost estimates, and development of designs for various civil/structural systems. All procedures in the Board of Education’s Policy and Rule 3250 were followed to advertise, qualify, interview, and select consultants.

On June 27, 2007, the Qualification Committee met and reviewed the “expressions of interest” submitted by nine (9) consultants. This information was reviewed and evaluated with the Qualification Committee suggesting that the six (6) most qualified firms be forwarded to the Selection Committee for further consideration.

The Selection Committee met on July 11, 2007, to consider the Qualification Committee’s report and discuss the consultants’ “expressions of interest.” The Selection Committee recommends that approval be given to begin contract negotiations with the six (6) firms listed below.

Funding for these services is available within each of the various projects to which the consultants will be assigned.

**Recommendation:**

Approval is recommended to negotiate with:

|                                     |                 |
|-------------------------------------|-----------------|
| Johnson, Mirmiran & Thompson, Inc.  | Sparks, MD      |
| KCI Technologies, Inc.              | Hunt Valley, MD |
| Wallace Montgomery Associates       | Towson, MD      |
| Whitney, Bailey, Cox & Magnani, LLC | Towson, MD      |
| URS Corporation, Inc.               | Hunt Valley, MD |
| Carroll Engineering, Inc.           | Hunt Valley, MD |

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.

**25. Request to Negotiate:** On-call Mechanical/Electrical Engineering Services – Various Schools

**Contract #:** RGA-128-07 (Project PS 07-02)

**Term:** 2 years    **Extension:** N/A    **Contract Ending Date:** June 30, 2009

**Estimated total award value:** Not-to-exceed \$300,000 per consultant per year

**Description:**

The Department of Physical Facilities requires the use of consultants on an “on-call” basis to address requests for investigations, preparation of cost estimates, and development of designs for various mechanical/electrical systems. All procedures in the Board of Education’s Policy and Rule 3250 were followed to advertise, qualify, interview, and select consultants.

On June 27, 2007, the Qualification Committee met and reviewed the “expressions of interest” submitted by fifteen (15) consultants. The Qualification Committee recommended that the ten (10) most qualified firms be forwarded to the Selection Committee for further consideration.

The Selection Committee met on July 11, 2007, to consider the Qualification Committee’s report and discuss the consultants’ “expressions of interest.” The Selection Committee recommends that approval be given to begin contract negotiations with the ten (10) firms listed below.

Funding for these services is available within each of the various projects to which the consultants will be assigned.

**Recommendation:**

Approval is recommended to negotiate with:

|  |                 |
|--|-----------------|
| Johnson, Mirmiran & Thompson, Inc. (JMT)           | Sparks, MD      |
| EBL Engineers, Inc.                                | Baltimore, MD   |
| Kibart, Inc.                                       | Towson, MD      |
| Sidhu Associates, Inc.                             | Hunt Valley, MD |
| KCI Technologies, Inc.                             | Hunt Valley, MD |
| Gipe Associates, Inc.                              | Baltimore, MD   |
| James Posey Associates, Inc.                       | Baltimore, MD   |
| Schlenger/Pitz & Associates, Inc. (Tie)            | Timonium, MD    |
| URS Corporation, Inc                               | Hunt Valley, MD |
| Burdette, Koehler, Murphy & Associates, Inc. (BKM) | Baltimore, MD   |

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.