

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** December 4, 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 – December 4, 2007**

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

- 1. Contract Modification:** Preventative Maintenance and Repair of Emergency Generator Systems  
**Contract #:** MBU-592-06

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** 06/30/11  
**Estimated total award value:** \$ 75,000  
**Estimated modification amount:** \$ 60,000  
**Estimated total modification award value:** \$135,000

**Description:**

On July 11, 2006, the Board approved a contract to provide preventative maintenance and repair of emergency generator systems. This additional funding would ensure that maintenance can be performed throughout the existing term of the contract.

**Recommendation:**

Award of contract modification is recommended to:

Curtis Engine & Equipment, Inc.      Baltimore, MD

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

**Contact person:** Michael G. Sines

**Funding source:** Operating budget

**PDK Audit Alignment:** None

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

**2. Contract Modification:** Vehicle Towing  
**Contract #:** PCR-252-07

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** 11/1/10  
**Estimated annual award value:** \$ 40,000  
**Estimated total award value:** \$160,000

**Description:**

On October 24, 2006, the Board approved a contract for vehicle towing. During the first year of the contract, the award bidder failed to perform and, subsequently, the contract was cancelled for default. Recommendation of award is now to the next lowest bidder meeting bid requirements who has agreed to maintain their original bid pricing.

**Recommendation:**

Award of contract modification is recommended to:

Ted's Towing Service, Inc.	Baltimore, MD
<b>Responsible school or office:</b>	Department of Planning and Support Operations
<b>Contact person:</b>	Don Dent
<b>Funding source:</b>	Operating budget
<b>PDK Audit Alignment:</b>	None
<b>Explanatory Details:</b>	The PDK audit does not address this item.

**3. Contract:** School Buses  
**Contract #:** JMI-612-08

**Term:** 8 months **Extension:** 0 **Contract Ending Date:** 7/31/08  
**Estimated total award value:** \$5,182,350

**Bid issued:** October 18, 2007  
**Pre-bid meeting date:** October 25, 2007  
**Due date:** November 2, 2007  
**No. of vendors issued to:** 3  
**No. of bids received:** 3  
**No. of no-bids received:** 0

**Description:**

This contract consists of a one-time purchase of 63 replacement school buses, offered as follows:

- 35 of GROUP I - buses that accommodate 64 walk-on passengers - \$76,252.20 each
- 24 of GROUP III - buses that accommodate 20 walk-on passengers and 3 wheelchair passengers; with flat floor, orthopedic lift, and factory-installed air conditioning - \$90,666.25 each
- 4 of GROUP I-A - buses that accommodate 60 walk-on passengers and 1 wheelchair passenger; with orthopedic lift - \$84,383.30 each

**Recommendation:**

Award of contract is recommended to:

American Bus Sales & Services

Annapolis, MD

**Responsible school or office:**

Department of Planning & Support  
Operations

**Contact person:**

Don Dent

**Funding source:**

Operating budget

**PDK Audit Alignment:**

None

**Explanatory Details:**

The PDK audit does not address this item.

**4. Contract Modification:** Architect/Engineer (A/E) Services for the Feasibility Study and Schematic Design Phase – Catonsville High School  
**Contract #:** RGA-199-07

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** \$ 49,000  
**Estimated modification amount:** \$1,207,600  
**Estimated total award amount:** \$1,256,600

**Description:**

On August 14, 2007, the Board approved a contract with URS Corporation, Inc., for a feasibility study and schematic design for renovations to the Catonsville High School. Following this approval, a total fee of \$1,207,600 was negotiated to provide development of schematic design, design development, construction documents, submission of documents for state review, bidding phase services, and construction administration services.

**Recommendation:**

Award of contract modification is recommended to:

URS Corporation, Inc.	Hunt Valley, 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.

**5. Contract Modification:** On-Call Construction Management Services – General John Stricker Middle School  
**Contract #:** RGA-196-06

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** \$250,000  
**Estimated modification amount** \$100,000

**Description:**

On July 11, 2006, the Board approved the selection of Nettleton Management, LLC, as an on-call construction management firm to assist Baltimore County Public Schools (BCPS). The Department of Physical Facilities requests that this contract be extended for four (4) additional months.

**Recommendation:**

Award of contract modification is recommended to:

Nettleton Management, LLC

Monkton, 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.

**6. Contract:** On-Call Construction Monitoring Services at Various Schools  
**Contract #:** JMI-607-08

**Term:** 2 years      **Extension:** 1 year      **Contract Ending Date:**  
**Original estimated annual award value:** \$300,000 / Recipient (Maximum)  
**Original estimated total award value:** \$1,200,000

**Bid issued:** N/A  
**Pre-bid meeting date:** N/A-Qualification Based Selection  
**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:**

To address numerous needs for on-site construction monitoring, the Department of Physical Facilities requires the use of engineering consultants on an “on-call” basis. In order to obtain these services, the Office of Purchasing advertised a request for proposals for on-call construction monitoring services. The scope of the advertised services included, but was not limited to, the following construction and renovation related tasks: on-site monitoring of construction activities for various construction and renovation projects; assuring proper staging and material placement to allow for uninterrupted on-site educational activities; preparation of daily reports indicating extent of work completed and contractors involved; review of completed construction with respect to project requirements; and reporting on compliance/failure with respect to contract documents. All procedures in the Board of Education’s Policy and Rule 3250 were followed to advertise, qualify, and select consultants.

On November 19, 2007, the Qualification Committee met and reviewed the “expressions of interest” submitted by nine (9) consultants. This information was reviewed and graded with the Qualification Committee stating that the Selection Committee should consider five (5) qualified firms. The Selection Committee met on November 20, 2007, to discuss the Qualification Committee’s report and ranked the consulting firms according to the highest score and evaluation. The Selection Committee recommends that approval be given to begin contract negotiations with the firms listed below.

**Recommendation:**

Award of contract is recommended to:

Johnson, Mirmiran & Thompson, Inc.	Sparks, MD
KCI Technologies, Inc.	Hunt Valley, MD
Rummel, Klepper & Kahl, LLP	Baltimore, MD
Development Facilitators, Inc. (DFI)	Millersville, 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.