

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** January 22, 2008

**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 22, 2008**

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

- 1. Contract:** Cut Sheet Paper (Copy, Laser Printers, and Duplicators)  
**Contract #:** JMI-619-08 (Anne Arundel County Public School #08CM-198)

**Term:** 6 months      **Extension:** 6 months      **Contract Ending Date:** 01/31/09  
**Estimated annual award value:** \$1,500,000  
**Estimated total award value:** \$1,500,000

**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 six types of letter-sized and legal-sized paper. The Baltimore Regional Cooperative Purchasing Committee (BRCPC), with Anne Arundel County Public Schools acting as the lead agency, conducted a reverse auction for paper on December 19, 2007. Delivery will be made to the Office of Distribution Services' warehouse on an as-needed basis.

**Recommendation:**

Award of contract is recommended to:

Xpedx	Hanover, MD
<b>Responsible school or office:</b>	Distribution Services
<b>Contact person:</b>	Chuck Raulie
<b>Funding source:</b>	Operating budget
<b>PDK Audit Alignment:</b>	None
<b>Explanatory Details:</b>	The PDK audit does not address this item.

**2. Contract:** Consortium Agreement between Baltimore Regional Cooperative Members and Houston-Galveston Area Council (HGAC)

**Contract #:** RGA-164-08

**Term:** Until replaced      **Extension:** N/A      **Contract Ending Date:** Until Replaced

**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 no-bids received:** N/A

**No. of bids received:** N/A

**Description:**

The Office of Purchasing is seeking approval to participate with other public agencies who are members of the Baltimore Regional Council Purchasing Committee to utilize HGACBuy to achieve bulk volume discounts on a variety of products. HGACBuy is a unit of the Houston-Galveston Area Council, a political subdivision of the state of Texas. All products offered through HGACBuy have been awarded through a public competitive bid process.

The HGACBuy program is over 30 years old and is primarily for purchasing products that are utilized in public safety, public works, and communications, in addition to professional consulting, personnel, and financing services. A wide variety of capital equipment is under contract. Through a unique feature of HGACBuy, entities may purchase products to fit their specifications and requirements.

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

**Recommendation:**

Approval to participate is recommended to:

The Houston-Galveston Area Council  
(HGAC) HGACBuy

Houston, TX

**Responsible school or office:**

Office of Purchasing

**Contact person:**

Rick Gay

**Funding source:**

Operating budget

**PDK Audit Alignment:**

None

**Explanatory Details:**

The PDK Audit does not address this item.

**3. Contract:** Research and Evaluation Services  
**Contract #:** RGA-162-08

**Term:** 9 months      **Extension:** 0      **Contract Ending Date:** 9/30/08  
**Estimated annual award value:** \$70,000  
**Estimated total award value:** \$70,000

**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 research, evaluation, and editing services that have been underway since October 2007. These services include, but are not limited to: evaluating the performance of students and writing student performance reports; assisting staff with the coordination of results; updating the master plan; coordinating the curriculum management plan/assessment plan and the minority report; and assisting in the development and identification of major objectives/evaluation questions that will serve as the basis for the development of evaluation design and providing editing services.

**Recommendation:**

Award of contract is recommended to:

GNJ Advisors, LLC

Winchester, VA

**Responsible school or office:**

Research, Accountability, and Assessment

**Contact person:**

Wesley L. Boykin

**Funding source:**

Operating budget

**PDK Audit Alignment:**

A.1.1, A.3.1, and A.5.1-A.5.11

**Explanatory Details:**

- (A.1.1) Provide expertise in the areas of assessment, systematic program evaluation, and facilitation of curriculum development and revision through use of student data to enable the Chief Academic Officer, Department of Research, Accountability, and

Assessment, and other BCPS stakeholders to be fully accountable and successful in bringing about closure the problem of the achievement gap and managed change in BCPS.

- (A.3.1) Assist the curriculum division and the Department of Research, Accountability, and Assessment in using student data from local, state, and national assessments to enhance curricular materials via the curriculum management plan.
- (A.5.1-A.5.11) Assist in the development of a comprehensive assessment plan that fosters sound instructional decision making based upon adequate and comprehensive feedback that uses short-cycle and benchmark assessments, as well as other local, state, and national measures, to monitor student achievement and promote progress toward measurable goals for all students.

**4. Contract Modification:** Systemic Renovations – Pine Grove Middle School  
**Contract #:** MBU-538-07

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** \$9,238,300  
**Estimated modification amount:** \$135,046

**Description:**

On April 24, 2007, the Board approved this contract for the renovation of Pine Grove Middle School. This contract modification will provide new partitions within all open space classrooms. New partitions will include electrical outlets, chalk and tack boards, and doors within existing and new classrooms. The architect has reviewed the proposal and found it to be reasonable.

**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.

**5. Contract Modification:** Systemic and Programmatic Renovation – Sudbrook Magnet Middle School

**Contract #:** PCR-261-07

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** \$13,190,871  
**Estimated modification amount:** \$31,000 Not-to-Exceed

**Description:**

On May 8, 2007, the Board approved a contract for the renovation of selective HVAC, plumbing, and electrical systems; ADA and restroom upgrades; enhancements to science classrooms; and new windows, fire alarm, sprinkler system, electrical, gas, and water services. This contract modification is needed to provide additional electrical equipment and circuit ties at the new Switchboard MSB2.

**Recommendation:**

Award of contract modification is recommended to:

Kinsley Construction Company, 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.

**6. 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:** \$86,483

**Description:**

On June 13, 2006, the Board approved a contract with Phillips Way, Inc., for the renovation of Woodlawn Middle School. During the demolition work in December, a major building structural failure was detected. This contract modification is necessary to provide emergency work which included structural shoring, a new main entrance and fire exits, as well as moving and storage expenses for temporary relocation of offices.

**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 address this item.

**7. Contract:** Chiller Replacement Construction Contract – Greenwood Administration Building

**Contract #:** MWE-889-08

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

**Estimated annual award value:** \$341,000

**Estimated contingency amount:** 34,100

**Estimated total award value:** \$375,100

**Bid issued:** December 14, 2007

**Pre-bid meeting date:** December 20, 2007

**Due date:** January 10, 2008

**No. of vendors issued to:** 8

**No. of bids received:** 5

**No. of no-bids received:** 1

**Description:**

This project consists of the removal and replacement of the existing cooling tower, existing chiller, existing condenser water pump and related valves, piping and controls.

**Recommendation:**

Award of contract is recommended to:

Chasney & Company, 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.

	Bidders' Names				
	Chasney & Company Inc.	Chilmar Corporation	Emjay Engineering & Construction Co., Inc.	Dynastics Inc.	Denver-Elek Inc.
Base Bid	\$341,000	\$343,800	\$362,900	\$433,650	\$460,950



**9. Contract:** Consultant Services – Architectural/Engineering (A/E) Services – Professional Development Center

**Contract #:** PCR-293-08 (Project 08-02)

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

**Estimated annual award value:** \$169,783

**Estimated total award value:** \$169,783

**Description:**

On November 7, 2007, the Board approved Penza + Bailey Architects to provide study and construction documents for renovations at the Professional Development Center. The Department of Physical Facilities negotiated a fee of \$169,783 for the requested study and design documents through construction for renovation of the center’s HVAC systems.

**Recommendation:**

Award of contract is recommended to:

Penza + Bailey Architects

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.

**10. Contract:** Consultant Services – Architectural/Engineering (A/E) Services for Modernization of Air Distribution System – Perry Hall High School  
**Contract #:** RGA-180-06 / Project PS 06-01

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** \$325,000  
**Estimated total award value:** \$325,000

**Description:**

On January 8, 2008, the Board approved the selection of Johnson, Mirmiran & Thompson to provide professional design services, make recommendations for corrective work, and prepare contract documents for bidding. The Department of Physical Facilities has negotiated a fee of \$325,000 for these services. The work will include preparing a study, design development documents, and construction documents with a construction cost estimate prepared for all three phases. Work will also include assistance during bidding and complete construction administration services.

**Recommendation:**

Award of contract is recommended to:

Johnson, Mirmiran & Thompson	Sparks, 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.

**11. Request to Negotiate:** Consultant Services – Architectural/Engineering (A/E) Services for Additions at Dogwood Elementary School and Cedarmere Elementary School

**Contract #:** JMI-621-08

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

**Estimated annual award value:** N/A

**Estimated modification amount:** N/A

**Estimated total award value:** N/A

**Description:**

Professional services are required for design of additions for Dogwood Elementary School and Cedarmere Elementary School. From an approved feasibility study, the work will include preparing schematic designs, design development documents, construction documents, and construction cost estimates. The selected firm will be required to obtain all necessary permits and approvals in a timely manner. Prior to construction, assistance will be required with the bidding phase and, during construction, complete construction administration services will be required.

On January 3, 2008, the Qualification Committee met and reviewed the “expressions of interest” submitted by twenty-one (21) consultants. This information was reviewed and graded with the Qualification Committee stating that the Selection Committee should consider the two (2) most qualified firms.

On January 11, 2008, 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:

Rubeling & Associates, 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.