

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: October 7, 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 G. 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 – October 7, 2008**

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

- 1. Contract:** 403(b) Retirement Plan Providers
Contract #: PCR-212-08

Term: 5 years **Extension:** 5 years **Contract Ending Date:** 12/31/18
Estimated annual award value: varies
Estimated total award value: varies

Bid issued: May 1, 2008
Pre-bid meeting date: May 20, 2008
Due date: June 4, 2008
No. of vendors issued to: 26
No. of bids received: 7
No. of no-bids received: 1

Description:

This contract consists of providing 403(b) retirement plan services to BCPS employees.

BCPS hired the financial analyst consulting firm Bolton Partners, Inc., to evaluate proposals submitted by interested vendors. These proposals were evaluated based upon screening criteria and also on several quantitative and qualitative attributes: including accuracy, completeness, and competitiveness of the proposals; credentials of the bidders; assets of the bidders; record keeping and IRS code compliance; communication and implementation support; customer service requirements; marketing options; depth and quality of investment options; fees; and financial viability.

Recommendation:

Award of contract is recommended to:

Lincoln Financial Group	Fort Wayne, IN
Responsible school or office:	Department of Human Resources
Contact person:	Dr. Donald Peccia
Funding source:	No BCPS funding involved.
PDK Audit Alignment:	None
Explanatory Detail:	The PDK audit does not address this item.

2. Contract: AVID-based Schools' Tutoring Program
Contract #: JN1-725-09

Term: 1 year **Extension:** 2 years **Contract Ending Date:** 10/31/11
Estimated annual award value: \$180,000
Estimated total award value: \$540,000

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:

On August 9, 2005, the Board approved a three-year contract with Civic Works to provide tutors for the AVID schools. There is an ongoing need for quality tutors in AVID-based schools, as well as other schools, to increase academic achievement. AmeriCorp has approved Civic Works as a provider of tutoring services.

Civic Works will provide 42 tutors to work in 26 AVID high and middle schools. Each tutor will provide 675 hours, a total of 28,350 hours. Their services include: in-class and tutorial academic support for the AVID program; monitoring of student behavior in classes; discussion of college readiness and standards for college success; and other support for AVID program activities.

Recommendation:

Award of contract is recommended to:

Civic Works

Baltimore, MD

Responsible school or office:

Division of Curriculum and Instruction

Contact person:

Dr. Jonathan Brown

Funding source:

Operating budget

PDK Audit Alignment:

Recommendation: 9

Explanatory Detail:

Develop and implement system planning focused on goals to ensure equal access for students to all comparable programs, services, and opportunities for student success, take steps to eliminate the achievement gap among student groups, and act to allocated resources on the basis of need.

3. Contract: School Attendance Monitoring System
Contract #: JMI-603-09

Term: N/A **Extension:** N/A **Contract Ending Date:** Until Replaced
Estimated annual award value: \$100,000
Estimated total award value N/A

Bid issued: July 31, 2008
Pre-bid meeting date: August 12, 2008
Due date: August 21, 2008
No. of vendors issued to: 19
No. of bids received: 1
No. of no-bids received: 1

Description:

This contract consists of providing various quantities, as needed, of student attendance monitoring systems and associated equipment. The system contains both standalone and web-based components. The standalone component consists of mobile student attendance data collection stations designed to effectively and efficiently collect student data upon entering school. The web-based components are hosted by the award bidder and provide the ability for authorized users to view and/or edit student attendance data.

Recommendation:

Award of contract is recommended to:

WebIDcard, Inc.
d/b/a Swipe K12 School Solutions

Perry Hall, MD

Responsible school or office: Individual schools
Contact person: School principal or designee
Funding source: Operating budget
PDK Audit Alignment: None
Explanatory Details: The PDK audit does not address this item.

4. Contract Telephone Equipment Repair and Maintenance
Contract #: PCR-228-09

Term: 2 years **Extension:** 3 years **Contract Ending Date:** 10/31/13
Estimated annual award value: \$ 50,000
Estimated total award value: \$250,000

Bid issued: June 26, 2008
Pre-bid meeting date: July 17, 2008
Due date: July 31, 2008
No. of vendors issued to: 55
No. of bids received: 3
No. of no-bids received: 1

Description:

This contract consists of providing repair, maintenance, modification (e.g., moves, adds, changes), wiring, and installation of new or replacement telephone equipment. The contract may also be used to provide wiring for computer local area networks.

Recommendation:

Award of contract is recommended to:

ATS, Inc.
Cabling Concepts, LLC

Baltimore, MD
Severna Park, MD

Responsible school or office: Department of Technology

Contact person: Michael Goodhues

Funding source: Operating budget

PDK Audit Alignment: None

Explanatory Detail: The PDK audit does not address this item.

5. Contract: Memorandum of Understanding--School Resource Officer Program
Contract #: RGA-117-09

Term: 4 years **Extension:** 0 **Contract Ending Date:** 6/30/12
Estimated annual award value: N/A
Estimated total award value: N/A

Description:

This Memorandum of Understanding (MOU) consists of the continuation of the School Resource Officer Program in the Baltimore County Public Schools. The Baltimore County Police Department provides sworn police officers to selected secondary schools. The school resource officers provide law-related education, law-related mentoring, and law enforcement.

Recommendation:

Approval of MOU is recommended to:

Baltimore County Police Department	Towson, Maryland
Responsible school or office:	Division of Curriculum and Instruction
Contact person:	Mr. Dale Rauenzahn
Funding source:	Baltimore County Police Department budget
PDK Audit Alignment:	None
Explanatory Details:	The PDK audit does not address this item.

7. Contract: Window, Blind, and Door Replacement – Eastwood Center
Contract #: MWE-801-09

Term: N/A **Extension:** N/A **Contract Ending Date:** N/A
Estimated annual award value: \$ 479,464
Estimated contingency amount: 47,946
Estimated total award value: \$527,410

Bid issued: August 7, 2008
Pre-bid meeting date: August 19, 2008
Due date: September 9, 2008
No. of vendors issued to: 14
No. of bids received: 7
No. of no-bids received: 0

Description:

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

Recommendation:

Award of contract is recommended to:

E. Pikounis Construction Co., 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.

Contract: Window, Blind, and Door Replacement – Eastwood Center
Contract #: MWE-801-09

Bidders' Names				
	E. Pikounis Construction Co.	Phillips Way, Inc.	R. J. Crowley, Inc.	North Point Builders, Inc.
Base Bid	\$479,464	\$496,242	\$510,000	\$519,000

Bidders' Names			
	RWC Contracting Corp.	Maryland Construction, Inc.	Most, Inc.
Base Bid	\$531,800	\$609,000	\$642,389

8. Contract: Construction Contract – Elevator Addition – Greenwood Human Resources Building

Contract #: MWE-807-09

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

Estimated annual award value: \$795,000

Estimated contingency amount: 79,500

Estimated total award value: \$874,500

Bid issued: July 31, 2008

Pre-bid meeting date: August 7, 2008

Due date: September 11, 2008

No. of vendors issued to: 9

No. of bids received: 2

No. of no-bids received: 1

Description:

This project consists of the addition of a new elevator, ADA-compliant men’s and women’s toilet rooms, and replacement of existing fire exit stairs with new steel stairs. The addition of a fire alarm system strobe and horns will be Add Alternate No. 1.

Recommendation:

Award of contract is recommended to:

Warwick Supply & Equipment Co. Inc. Sparks, 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.

Contract: Construction Contract – Elevator Addition – Greenwood Human Resources Building
Contract #: MWE-807-09

	Bidders' Names	
	Warwick Supply & Equipment Co., Inc.	Jerry DeBar Construction, Inc.
Base Bid	\$780,000	\$787,900
Alternate No. 1 ADD: fire alarm system strobos and horns	\$15,000	\$21,500
Total	\$795,000	\$809,400

9. Contract: Replacement of Windows, Blinds, and Doors – Hernwood Elementary School
Contract #: PCR-221-08

Term: N/A **Extension:** N/A **Contract Ending Date:** N/A
Estimated annual award value: \$297,618
Estimated contingency amount: 29,761
Estimated total award value: \$327,379

Bid issued: August 14, 2008
Pre-bid meeting date: August 26, 2008
Due date: September 9, 2008
No. of vendors issued to: 10
No. of bids received: 4
No. of no-bids received: 0

Description:

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

Recommendation:

Award of contract is recommended to:

E. Pikounis Construction Co., 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.

Contract: Replacement of Windows, Blinds, and Doors – Hernwood Elementary School
Contract #: PCR-221-08

	Bidders' Names			
	E. Pikounis Construction Co., Inc	Phillips Way, Inc.	RWC Contracting Corporation	North Point Builders, Inc.
Base Bid	\$269,618	\$280,560	\$298,800	\$310,000
ADD Alternate 1: Remove the existing aggregate panels and hollow metal stops and replace with new insulated panel and metal stops.	\$28,000	\$19,630	\$17,100	\$17,000
Total	\$297,618	\$300,190	\$315,900	\$327,000

10. Contract: Replacement of Windows, Blinds, and Doors – Middleborough Elementary School
Contract #: JNI-731-08

Term: N/A **Extension:** N/A **Contract Ending Date:** N/A
Estimated annual award value: \$818,800
Estimated contingency amount: 81,880
Estimated total award value: \$900,680

Bid issued: July 31, 2008
Pre-bid meeting date: August 14, 2008
Due date: September 11, 2008
No. of vendors issued to: 16
No. of bids received: 4
No. of no-bids received: 0

Description:

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

Recommendation:

Award of contract is recommended to:

E. Pikounis Construction Co., 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			
	E. Pikounis Construction Co., Inc	Phillips Way, Inc.	Chilmar Corporation	North Point Builders, Inc.
Base Bid	\$769,000	\$845,000	\$1,012,000	\$1,058,000
ADD Alternate 1: Remove and replacement of the existing fascia.	\$49,800	\$54,000	\$53,000	\$65,000
Total	\$818,800	\$899,000	\$1,065,000	\$1,123,000

11. Contract: Replacement of Windows, Blinds, and Doors – Pinewood Elementary School
Contract #: PCR-220-08

Term: N/A **Extension:** N/A **Contract Ending Date:** N/A
Estimated annual award value: \$334,600
Estimated contingency amount: 33,460
Estimated total award value: \$368,060

Bid issued: August 7, 2008
Pre-bid meeting date: August 25, 2008
Due date: September 4, 2008
No. of vendors issued to: 15
No. of bids received: 5
No. of no-bids received: 0

Description:

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

Recommendation:

Award of contract is recommended to:

E. Pikounis Construction Co., 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					
	E. Pikounis Construction Co., Inc.	Chilmar Corporation	North Point Builders	Most, Inc.	R.J. Crowley, Inc.
Base Bid	\$334,600	\$368,800	\$398,300	\$436,168	\$440,000

12. Fee Acceptance: Design Services – Transportation Building Renovations at the Arbutus Bus Lot

Contract #: PCR-292-08 (Project 08-01)

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

Estimated annual award value: \$60,700

Estimated modification amount: 1,300

Estimated total award value: \$62,000

Description:

On November 6, 2007, the Board gave approval for the Department of Physical Facilities to conduct contract negotiations with URS Corporation for various transportation project architectural/engineering design drawings. Renovations will include alterations and the upgrade of the existing structure; and replacement of existing HVAC, plumbing, and electrical systems.

Recommendation:

Award of contract is recommended to:

URS Corporation

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.

13. Fee Acceptance: Architecture/Engineering (A/E) Services – George Washington Carver Center for Arts and Technology School Replacement

Contract #: JMI-631-08 (PS-08-05)

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

Estimated annual award value: \$4,278,973

Estimated modification amount: 90,000

Estimated total award value: \$4,368,973

Description:

On March 11, 2008, the Board gave approval for the Department of Physical Facilities to conduct contract negotiations with Grimm + Parker Architects, Inc., for the design of the George Washington Carver Center for Arts and Technology school replacement.

On May 6, 2008, the Board approved the expenditure of \$454,413 to Grimm + Parker for the development of educational specifications, schematic building design, and the site-design for permitting.

A fee of \$4,112,481 has been negotiated for services that include preparation of the schematic design phase, design development phase, and construction document phase documents with submissions to the state; assistance with the advertising/bidding of construction packages; along with construction administration phase services. There has also been an additional fee of \$166,492 negotiated to prepare the necessary documentation for registering and filing for LEED certification.

Recommendation:

Award of contract is recommended to:

Grimm + Parker Architects, Inc.	Calverton, 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. Fee Acceptance: Construction Management (CM) Services – George Washington Carver Center for Arts and Technology School Replacement

Contract #: JMI-645-08 (PS 08-08)

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

Estimated annual award value: \$3,631,574

Estimated modification amount: 75,000

Estimated total award value: \$3,706,574

Description:

On August 12, 2008, the Board approved a request to conduct negotiations with Oak Contracting Corporation for construction management (CM) services on the George Washington Carver Center for Arts and Technology school replacement.

A fee of \$3,268,574 has been negotiated for the CM services that will include pre-construction (estimates, phasing development, constructability review, construction package development) and construction (scheduling, management of multiple contractors, coordination, proposal reviews) services. There has also been an additional fee of \$363,000 negotiated to document, throughout construction, information required in submitting for LEED certification.

Recommendation:

Award of contract is recommended to:

Oak Contracting Corporation	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.

15. Fee Acceptance: Design Services – Steam Canopy Feasibility Study – Kenwood Bus Lot
Contract #: PCR-292-08 (Project 08-01)

Term: N/A **Extension:** N/A **Contract Ending Date:** N/A
Estimated annual award value: \$2,350
Estimated modification amount: N/A
Estimated total award value: N/A

Description:

On November 6, 2007, the Board gave approval for the Department of Physical Facilities to conduct contract negotiations with URS Corporation for various transportation project architectural/engineering design drawings. The consultant will perform a feasibility study for the installation of the canopy over the existing vehicle steam wash area.

Recommendation:

Award of contract is recommended to:

URS Corporation

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.

16. Fee Acceptance: Construction Management (CM) Services – New Construction – Towson West Elementary School

Contract #: JMI-645-08 (PS 08-08)

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

Estimated annual award value: \$1,493,142

Estimated modification amount: 30,000

Estimated total award value: \$1,523,142

Description:

On September 9, 2008, the Board approved a request to conduct negotiations with Oak Contracting Corporation for construction management (CM) services on the Towson West elementary school project.

A fee of \$1,295,842 has been negotiated for the CM services that will include pre-construction (estimates, phasing development, constructability review, construction package development) and construction (scheduling, management of multiple contractors, coordination, proposal reviews) services. There has also been an additional fee of \$197,300 negotiated to document, throughout construction, information required in submitting for LEED certification.

Recommendation:

Award of contract is recommended to:

Oak Contracting Corporation	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. Fee Acceptance: Design Services – Wabash Bus Maintenance Facility Addition
Contract #: PCR-292-08 (Project 08-01)

Term: N/A **Extension:** N/A **Contract Ending Date:** N/A
Estimated annual award value: \$35,199
Estimated modification amount: 1,000
Estimated total award value: \$36,199

Description:

On November 6, 2007, the Board gave approval for the Department of Physical Facilities to conduct contract negotiations with URS Corporation for various transportation project architectural/engineering design drawings. The addition to the building will include an office, break area, and toilet rooms.

Recommendation:

Award of contract is recommended to:

URS Corporation	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.

18. Request to Negotiate: On-call Weatherization Design Services
Contract #: MBU-503-09 (PS 08-09)

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:

To address numerous needs for designing renovations to the building envelop, weatherization projects, the Department of Physical Facilities requires the use of architectural consultants on an “on-call” basis. In order to obtain these services, the Office of Purchasing advertised a request for proposals for on-call weatherization design services. All procedures in the Board of Education’s policy and rule, Section 3250, were followed to advertise, qualify, and select consultants.

On September 4, 2008, the Qualification Committee met and reviewed the “expressions of interest” submitted by twelve (12) consultants. This information was reviewed and graded with the Qualification Committee stating that the Selection Committee should consider seven (7) qualified firms. The Selection Committee met on September 9, 2008, to discuss the Qualification Committee’s report and ranking of the consulting firms. The Selection Committee recommends that approval be given for contract negotiations, as needed, with the following firms:

Recommendation:

Approval is recommended to negotiate with:

Gale Associates, Inc	Baltimore, MD
Colimore Thoemke Architects	Baltimore, MD
GWWO, Inc. / Architects	Baltimore, MD
Gannett Fleming	Baltimore, MD
URS Corporation	Hunt Valley, MD
Sanders Design, P.A.	Cockeysville, MD
Hord-Coplan-Macht	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.