NON-INSTRUCTIONAL SERVICES: Physical Plant Services

Maintenance

I. PURPOSE

TO ESTABLISH PROCEDURES FOR THE MAINTENANCE OF THE SCHOOL PLANT AND FOR IMPROVEMENTS TO BUILDINGS AND GROUNDS OF THE BALTIMORE COUNTY PUBLIC SCHOOLS (BCPS).

III. PROCEDURES

A. MAINTENANCE
1. Maintenance of buildings and grounds shall be accomplished through BCPS maintenance staff or contractual services.
2. All contractual services for maintenance activities shall be in compliance with procedures outlined by the Office of Purchasing.

B. IMPROVEMENTS TO BUILDINGS AND GROUNDS
1. Improvement projects for buildings and grounds shall be done as funds are available and in accordance with a priority listing recommended by the Department of Physical Facilities and subject to the review and approval of the Superintendent [of Schools and the staff].
2. Wherever possible, all design work shall be done by BCPS [the engineering staff of the Baltimore County Public Schools].
3. IMPROVEMENTS TO BUILDINGS AND GROUNDS, FUNDED IN THE ANNUAL OPERATING BUDGET, SHALL BE DIRECTED BY THE DEPARTMENT OF PHYSICAL FACILITIES.
4. ALL PROJECTS OVER $25,000 MUST COMPLY WITH STATE LAW AND ESTABLISHED BOARD OF EDUCATION OF BALTIMORE COUNTY POLICIES, SUPERINTENDENT’S RULES, AND PROCEDURES.
LEGAL REFERENCE: ANNOTATED CODE OF MARYLAND, EDUCATION
ARTICLE §5-112, BIDS
COMAR 23.03.02.18, MAINTENANCE

RELATED POLICIES: BOARD OF EDUCATION POLICY 3210, PURCHASING GUIDES
BOARD OF EDUCATION POLICY 3215, CONTRACTS
BOARD OF EDUCATION POLICY 3200, PURCHASES FROM MINORITY AND SMALL BUSINESS ENTERPRISES

Rule
Superintendent of Schools
Approved: 09/18/68
Revised: 1/06
Revised: 07/10/07
REVISED: ________