

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** July 9, 2013  
**TO:** **BOARD OF EDUCATION**  
**FROM:** S. Dallas Dance, Superintendent  
**SUBJECT:** **RECOMMENDATIONS FOR AWARD OF CONTRACTS**  
**ORIGINATOR:** Michael G. Sines, Chief Operations Officer  
**RESOURCE PERSON(S):** Rick Gay, Manager, Office of Purchasing  
Pradeep Dixit, Executive Director, 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.

Appendix I – Recommendations for Award of Contracts – Board Exhibit

**Recommendations for Award of Contracts  
Board Exhibit – July 9, 2013**

- 1. Contract Extension and Modification:** Augmentative Communication Devices  
**Contract #:** JNI-717-09

<b>Term:</b> N/A	<b>Extension:</b> 5 years	<b>Contract Ending Date:</b>	9/30/18
<b>Estimated contract authority:</b>	\$	550,000	
<b>Estimated modification amount:</b>	\$	1,000,000	
<b>New estimated total contract authority:</b>	\$	1,550,000	

**Board meeting date:** July 9, 2013

**Description:**

On September 9, 2008, the Board approved this contract, and on May 8, 2012, the Board approved a contract modification. This contract extension and modification increases the funding authority and the contract term so that offices and schools can continue to purchase augmentative communication devices to support the academic and communication needs of students who are otherwise unable to communicate verbally.

The students served range from preschool age through 21 years of age with a wide range of disabling conditions. Students utilize the computer-based devices to facilitate function and interactive communication. The devices are used to support access to curriculum, interpersonal communication, and the ability to participate in career readiness activities.

**Recommendation:**

Award of contract extension and modification is recommended to:

Prentke Romich Company	Wooster, OH
<b>Responsible school or office:</b>	Division of Curriculum and Instruction
<b>Contact person:</b>	Patricia Lawton
<b>Funding source:</b>	Operating budget

**2. Contract Extension and Modification:** Peer Assistance and Review Program

**Contract #:** JNI-732-13

<b>Term:</b> N/A	<b>Extension:</b> 1 year	<b>Contract Ending Date:</b> 6/30/14
<b>Estimated contract authority:</b>	\$ 30,000	
<b>Estimated modification amount:</b>	\$ 24,000	
<b>New estimated total contract authority:</b>	\$ 54,000	

**Board meeting date:** July 9, 2013

**Description:**

On October 9, 2012, the Board approved this contract for the continuing development of a peer assistance and review (PAR) program to support teacher effectiveness. This extension and modification allows the consultant to continue conducting individual training sessions that guide Baltimore County Public Schools' staff in the design, development, and implementation of a PAR program that is customized to meet the needs of teachers, administrators, and central office staff.

**Recommendation:**

Award of contract extension and modification is recommended to:

Bastress Consulting Group

Sykesville, MD

**Responsible school or office:**

Department of Professional Development

**Contact person:**

William S. Burke

**Funding source:**

Title II funds

**3. Contract:** Accelerated Math Achievement Program  
**Contract #:** JNI-766-14

**Term:** 1 year      **Extension:** 2 years      **Contract Ending Date:** 6/30/16  
**Estimated contract authority:** \$ 1,200,000

**Board meeting date:** July 9, 2013  
**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 highly qualified tutors to implement an accelerated math achievement program (AMA) in select Tier III schools. The goal of AMA is to increase the number of students at Tier III schools who are performing on or above grade level in algebra or Grade 6 mathematics. With the hiring of ten full-time tutors, the program will be able to serve approximately 145 students in the five schools. The vendor was selected through a recommendation by the Maryland Governor's Office of Service and Volunteerism.

This contract will provide support in recruiting, hiring, and providing on-going professional development for highly qualified tutors. The AMA tutors will provide tutorial support to students at Randallstown High, Kenwood High, Golden Ring Middle, Deer Park Middle, and Windsor Mill Middle schools, while completing a one-year AmeriCorps term of service. AMA tutors will serve in a classroom alongside a classroom teacher providing curriculum-based math support. Students in AMA will be constantly monitored using assessments that align with Common Core State Standards. Students will receive instruction in 45-minute sessions every other day throughout the year.

The vendor was selected through the Maryland State Department of Education and a recommendation by the Maryland Governor's Office of Service and Volunteerism.

**Recommendation:**

Award of contract is recommended to:

<b>Responsible school or office:</b>	Civic Works, Inc. Baltimore, MD Division of Curriculum and Instruction
<b>Contact person:</b>	Patricia Lawton
<b>Funding source:</b>	Operating budget

**4. Contract:** Boiler/Pressure Vessel/Hot Water Generator Installations, Repairs, Inspections, Preventative Maintenance, and Parts  
**Contract #:** JNI-741-13

**Term:** 5 years    **Extension:** 2 years    **Contract Ending Date:** 6/30/20  
**Estimated contract authority:** \$ 7,350,000

**Board meeting date:** July 9, 2013  
**Bid issued:** May 9, 2013  
**Pre-bid meeting date:** May 16, 2013  
**Due date:** June 6, 2013  
**No. of vendors issued to:** 10  
**No. of bids received:** 2  
**No. of no-bids received:** 0

**Description:**

This contract consists of labor, equipment, materials, supervision, tools, and all related incidentals required to inspect, repair, install, and modify boilers and components, associated critical equipment and distribution systems, pressure vessels, and hot water generators on an as-needed basis. This contract replaces bid number JMI-610-08 that expired on June 30, 2013.

**Recommendation:**

Award of contract is recommended to:

Hurley Company, A Division of Boiler and Furnace Cleaner, Inc.	Brentwood, MD
East Coast Welding and Construction Co., Inc.	Glen Burnie, MD

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

**Contact person:** Pradeep Dixit

**Funding source:** Operating budget

**5. Contract:** Computerized Counseling Services  
**Contract #:** PCR-287-14 (Vista Unified School District, Vista, CA,  
Contract #C12130378)

**Term:** 5 years      **Extension:** N/A      **Contract Ending Date:** 7/31/18  
**Estimated contract authority:** \$ 700,000

**Board meeting date:** July 9, 2013  
**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 a college and career readiness platform offered by Hobsons, Inc. This platform optimizes student readiness for college and career by providing effective technology to support students, parents, and counselors in developing individualized career and college readiness plans from Grades 7 through 12. Naviance provides comprehensive college and career planning solutions that enhance school counselor productivity and tracking results. The platform helps students and their families connect classroom activities to student life goals, including finding colleges and careers based on their personal skills and areas of interests. Features include:

- Enabling school and district staff to create personalized college-readiness plans that link students' skills and areas of interest to their college and career goals.
- Including over 3,500 videos of leaders discussing their career paths, challenges they faced, and successes from content provider Roadtrip Nation.
- Providing a mobile app for students that syncs with Naviance tasks and college research and allows students to communicate with counselors from an iPhone or iPod touch.
- Working in collaboration with the National Student Clearinghouse to allow schools to subscribe to NSC' StudentTracker data directly through Naviance to measure the college retention and graduation rates of their alumni.
- Integrating Do What You Are® and CareerKey™ assessments into customized student learning plans.
- Allowing counselors to track and report their time at work in line with the ASCA National Model®.

- Providing electronic document and transcript delivery services for the largest number of participating colleges (currently more than 1,800) – including an exclusive integration with Docufide by Parchment, the only legally-sanctioned electronic delivery service for The Common Application® school forms and credentials that are integrated into a college-readiness platform.
- Tracking state assessment scores and exhaustive standardized test results (e.g., HSPT®, SSAT, TerraNova™, TOEFL®, International Baccalaureate®, Advanced Placement® SAT®, PSAT®, ACT®, PLAN®, EXPLORE®).

This award of contract has employed the cooperative bidding process. The Education Article requires local boards of education to select the lowest responsible bidder, but this requirement does not apply to: “a county board's participation 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 public bidding procedures.” Md. Code Ed. Ann §5-112 (a)(3) Additionally, §4-123(a)(1) of the Education Article provides that “A county board may enter into an agreement for the cooperative or joint administration of programs with one or more: county boards; (ii) Other educational institutions or agencies; and (iii) Boards of county commissioners or county councils” relating to “(2)(ii) purchasing.”

**Recommendation:**

Award of contract is recommended to:

Hobson, Inc.	Arlington, VA
<b>Responsible school or office:</b>	Division of Curriculum and Instruction
<b>Contact person:</b>	Patricia Lawton
<b>Funding source:</b>	Grant funds

**6. Contract:** Foundational Reading Skill Instruction K-Grade 3  
**Contract #:** RGA-122-13

**Term:** 5 years    **Extension:** N/A    **Contract Ending Date:** 6/30/18  
**Estimated contract authority:** \$ 10,000,000

**Board meeting date:** July 9, 2013  
**Public notice dates:** May 27, 2013, thru June 27, 2013  
**Public display dates:** May 27, 2013, thru June 27, 2013  
**Curriculum Committee approval date:** May 16, 2013

**Description:**

This contract consists of the instructional resources needed to support the effective implementation of foundational reading skill instruction at the elementary level. The Benchmark Start Up Phonics, Build Up Phonics, Spiral Up Phonics materials provide research-based instructional resources to support student development of the skills necessary to become fluent readers and the obtainment of the Common Core State Standards at the elementary level. BCPS has utilized Open Court materials to support instruction of the foundational reading skills for Grades K-3 for over ten years. The Open Court materials are out of date and no longer in print.

In order to provide students with the learning experiences they need to become proficient in learning to read complex text, teachers and students must have access to appropriate resources to support quality instruction. In order to ensure that the instruction of foundational reading skill is delivered in an effective and consistent manner across all elementary schools, new material to support this instruction is necessary.

Under section §7-106, Paragraph (a) of the Education Article of the Annotated Code of Maryland, BCPS purchases the above materials upon the recommendation of the county superintendent and the adopted procedures of the county board. This recommendation is in accordance with Board of Education Policy and Superintendent's Rule 6002. Instructional materials are recommended after being carefully evaluated and selected by a Curriculum and Instruction committee for use in the subject area; the selected materials support the curriculum and meet the diverse needs of students. Under Superintendent's Rule 6002 instructional materials may be consumable and expendable and include, but are not limited to, such items as charts, kits, textbooks, magazines, newspapers, pictures, recordings, slides, transparencies, videos, video discs, workbooks, and electronic resources such as software, CD-ROMs, and online services.



**Recommendation:**

Award of contract is recommended to:

Benchmark Education

Pelham, NY

**Responsible school or office:**

Division of Curriculum and Instruction

**Contact person:**

Patricia Lawton

**Funding source:**

Operating budget

**7. Contract:** Graduation Caps, Gowns, Hoods, and Collars  
**Contract #:** JNI-756-13

**Term:** 6 years    **Extension:** N/A    **Contract Ending Date:** 6/30/19  
**Estimated contract authority:** \$ 480,000

**Board meeting date:** July 9, 2013  
**Bid issued:** April 26, 2013  
**Pre-bid meeting date:** May 2, 2013  
**Due date:** May 23, 2013  
**No. of vendors issued to:** 11  
**No. of bids received:** 4  
**No. of no-bids received:** 1

**Description:**

This contract consists of caps, gowns, and hoods, for graduates and staff at high school graduation ceremonies.

**Recommendation:**

Award of contract is recommended to:

National Recognition Products                      Baltimore, MD

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

**Contact person:** Dr. Roger Plunkett

**Funding source:** School operating budget



**9. Contract:** Instructional Resource – Writer’s Workshop  
**Contract #:** MWE-805-14

**Term:** 5 years    **Extension:** N/A    **Contract Ending Date:** 7/31/18  
**Estimated contract authority:** \$ 500,000

**Board meeting date:** July 9, 2013  
**Public notice dates:** May 27, 2013 thru June 27, 2013  
**Public display dates:** May 27, 2013 thru June 27, 2013  
**Curriculum Committee approval date:** June 13, 2013

**Description:**

This contract consists of student instructional resources. *Writer’s Workshop – Units of Study in Opinion, Information and Narrative Writing* provides a curriculum for the effective implementation of writing instruction at the elementary level. These resources will be used to ensure that the instruction of writing is delivered in an effective and consistent manner across all elementary schools in Grades K-5. The initial purchase will be made from the Office of Elementary Language Arts’ operating budget.

In order to provide students with the learning experiences they need to become proficient writers, teachers and students must have access to appropriate resources to support quality instruction. A guide to the common core writing workshop introduces the principles and methods that underlie high-quality writing instruction. After describing the learning pathways elementary writers typically traverse, the resources detail the classroom structures and instructional frameworks that make writing workshops rigorous and responsive. Select chapters consider how to assess writers and use data to inform instruction, support English language learners, and prepare for standardized writing tests. The four units of study at each grade level are organized around narrative, information, and opinion writing. Each unit of study contains 18-22 sequential sessions that walk you step-by-step through the entire writing process from planning and drafting to revising and editing and eventually to publication. Each session lays out the teaching points, mini-lessons, conferences, and small-group work in a way that will help teachers replicate and eventually personalize. A book of If...Then... curricular plans supports targeted instruction and differentiation with alternative assessment-based units. An assessment guide provides student and teacher checklists, diagnostic conferring charts, and record keeping forms for tracking student progress. An accompanying trade book pack models effective writing techniques, encourages students to read as writers, and provides background knowledge. A resources CD-ROM provides session-specific print resources to support teaching across the year and includes instructional charts, checklists, bibliographies, samples of student writing, and an assortment of other practical teaching tools.

Under section §7-106, Paragraph (a) of the Education Article of the Annotated Code of Maryland, BCPS purchases the above materials upon the recommendation of the county superintendent and the adopted procedures of the county board. This recommendation is in accordance with Board of Education Policy and Superintendent’s Rule 6002. Instructional

materials are recommended after being carefully evaluated and selected by a Curriculum and Instruction committee for use in the subject area; the selected materials support the curriculum and meet the diverse needs of students. Under Superintendent's Rule 6002 instructional materials may be consumable and expendable and include, but are not limited to, such items as charts, kits, textbooks, magazines, newspapers, pictures, recordings, slides, transparencies, videos, video discs, workbooks, and electronic resources such as software, CD-ROMs, and online services.

**Recommendation:**

Award of contract is recommended to:

Heineman Publishing

Portsmouth, NH

**Responsible school or office:**

Division of Curriculum and Instruction

**Contact person:**

Patricia Lawton

**Funding source:**

Operating budget

**10. Contract:** Measures for Academic Progress (MAP)  
**Contract #:** RGA-125-14 (Milwaukee Public Schools RFP #697)

**Term:** 5 years      **Extension:** N/A      **Contract Ending Date:** 7/31/18  
**Estimated total award value:** \$ 827,000

**Board meeting date:** July 9, 2013  
**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 6, 2012, the Board approved a contract that purchased the license for MAP testing to all students in Grades K-8 with onsite professional development workshops, administrator and district office training, and technical support. The contract was modified and extended on August 7, 2012. The pilot was successfully completed in 2012, so BCPS expanded this assessment program to an additional 39 schools across all levels during SY 2012-2013. This contract will expand the assessment program to 75,000 students annually. This contract replaces RGA-131-12 that expired on June 30, 2013.

This assessment program is in response to the school system’s need for additional student achievement data. The MAP assessment program will be used to provide critical information on students that are new to BCPS as well as provide data on current students to ensure they are meeting the benchmarks to be college and career ready. Teachers will be able to respond to learning deficits in a timely and strategic way based on student results. The assessments are aligned to the new Common Core State Standards (CCSS). Reports on student achievement will be available at system, school, teacher, and student levels. Parents will receive a score report after each administration. The assessment will be used to help monitor student growth and achievement in relation to the CCSS in anticipation of the new state-mandated assessments in 2014-2015. The assessment will be given three times a year in reading and mathematics. The assessment is computer-based and takes approximately 50 minutes.

This award of contract has employed the cooperative bidding process. The Education Article requires local boards of education to select the lowest responsible bidder, but this requirement does not apply to: “a county board's participation 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 public bidding procedures.” Md. Code Ed. Ann §5-112 (a)(3) Additionally, §4-123(a)(1) of the Education Article provides that “A county board may enter into an agreement for the cooperative or joint administration of programs with one or more: county boards; (ii) Other educational institutions or agencies; and (iii) Boards of county commissioners or county councils” relating to “(2)(ii) purchasing.”

**Recommendation:**

Award of contract is recommended to:

Northwest Evaluation Association

Portland, OR

**Responsible school or office:**

Office of Research and Accountability

**Contact person:**

Yakoubou Ousmanou

**Funding source:**

Operating funds

**11. Contract:** Textbooks – Trade Books for Elementary Language Arts Unit One  
**Contract #:** MWE-806-14

**Term:** 5 years    **Extension:** N/A    **Contract Ending Date:** 7/31/18  
**Estimated contract authority:** \$ 400,000

**Board meeting date:** July 9, 2013  
**Public notice dates:** June 5, 2013, thru July 5, 2013  
**Public display dates:** June 5, 2013, thru July 5, 2013  
**Curriculum Committee approval date:** May 16, 2013

**Description:**

This contract consists of student instructional resources. These trade books will support the effective implementation of unit one of the elementary language arts curriculum for Grades 1-5. These resources will be used to ensure that the instruction of language arts is aligned to Common Core State Standards and will support effective classroom instruction. The initial purchase will be made from the Office of Elementary Language Arts’ operating budget.

Under section §7-106, Paragraph (a) of the Education Article of the Annotated Code of Maryland, BCPS purchases the above materials upon the recommendation of the county superintendent and the adopted procedures of the county board. This recommendation is in accordance with Board of Education Policy and Superintendent’s Rule 6002. Instructional materials are recommended after being carefully evaluated and selected by a Curriculum and Instruction committee for use in the subject area; the selected materials support the curriculum and meet the diverse needs of students. Under Superintendent’s Rule 6002 instructional materials may be consumable and expendable and include, but are not limited to, such items as charts, kits, textbooks, magazines, newspapers, pictures, recordings, slides, transparencies, videos, video discs, workbooks, and electronic resources such as software, CD-ROMs, and online services.

**Recommendation:**

Award of contract is recommended to:

AKJ Books	Halethorpe, MD
<b>Responsible school or office:</b>	Division of Curriculum and Instruction
<b>Contact person:</b>	Patricia Lawton
<b>Funding source:</b>	Operating budget



**12. Contract:** Vehicle Parts and Materials  
**Contract #:** MBU-518-13

**Term:** 3 years    **Extension:** 2 years    **Contract Ending Date:** 6/30/18  
**Estimated contract authority:** \$ 10,000,000

**Board meeting date:** July 9, 2013  
**Bid issued:** May 9, 2013  
**Pre-bid meeting date:** May 23, 2013  
**Due date:** June 6, 2013  
**No. of vendors issued to:** 76  
**No. of bids received:** 29  
**No. of no-bids received:** 0

**Description:**

This contract consists of providing various vehicle parts and materials on an as-needed basis for the Office of Transportation.

**Recommendation:**

Award of contract is recommended to:

American Truck & Bus Inc.	Annapolis, MD
B&W Auto Electric Inc.	Baltimore, MD
Apple Ford Lincoln	Columbia, MD
Baltimore Auto Supply Co.	Baltimore, MD
Beltway International Trucks	Baltimore, MD
Bob Davidson Ford/Lincoln	Baltimore, MD
IG Burton & Company, Inc.	Milford, DE
CRW Parts, Inc.	Baltimore, MD
County Auto Parts Inc.	Timonium, MD
D&W Diesel, Inc.	Auburn, NY
Delcoline, Inc.	Timonium, MD
Dovell & Williams	Glen Burnie, MD
Harbor Truck Sales & Svc.	Baltimore, MD
Hickory International, Inc.	Bel Air, MD
JG Parts & Sons, Inc.	Mardela Springs, MD
Fleet Pride	Baltimore, MD
Jasper Engineers & Transmissions	Baltimore, MD
Johnson & Towers	Baltimore, MD
NAPA of Greater Washington DC	Hyattsville, MD
K. Neal Int'l Trucks	Hyattsville, MD
School Bus Parts	Plumsteadville, PA
P&H Auto Electric	Baltimore, MD
Packer Norris parts, LLC	Baltimore, MD

Parts Authority Southern LLC  
Quality Automotive Warehouse  
Rok Brothers  
Salvo Auto Parts  
Timonium Auto Parts  
Vehicle Maintenance Program

Washington, DC  
Baltimore, MD  
Millersville, MD  
Baltimore, MD  
Hunt Valley, MD  
Boca Raton, FL

**Responsible school or office:**

Chief Operations Officer

**Contact person:**

Michael G. Sines

**Funding source:**

Operating budget

**13. Contract:** Site Accessibility Improvements for Loch Raven High School  
**Contract #:** JNI-762-14

**Estimated annual award value:** \$ 2,398,750  
**Estimated contingency amount:** \$ 239,875  
**Estimated total award value:** \$ 2,638,625

**Board meeting date:** July 9, 2013  
**Bid issued:** May 16, 2013  
**Pre-bid meeting date:** May 29, 2013  
**Due date:** June 18, 2013  
**No. of vendors issued to:** 4  
**No. of bids received:** 1  
**No. of no-bids received:** 0

**Description:**

This project consists of the installation of a new Americans with Disability Act compliant walkway from the school building to the athletic fields with a ramp to the running track and the stadium bleachers, the installation of a new combined vehicular and pedestrian bridge across the stream, and the construction of a new concession building.

**Recommendation:**

Award of contract is recommended to:

Huntington and Hopkins, Inc. Baltimore, MD

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

**Contact person:** Pradeep Dixit

**Funding source:** Capital budget

**Contract Name:** Site Accessibility Improvements for Loch Raven High School  
**Contract Number:** JNI-762-14

		Bidder's Name
		Huntington and Hopkins, Inc.
PART A - Lump Sum Item		\$2,300,500
PART B - Unit Price Lump Sum		\$98,250
TOTAL BASE BID (PART A + PART B)		\$2,398,750
	Total	\$2,398,750

**14. Contract:** Demolition of Old George Washington Carver Center for Arts and Technology and Construction of Athletic Fields

**Contract #:** PCR-286-14

**Estimated annual award value:** \$ 3,969,000

**Estimated contingency amount:** \$ 396,900

**Estimated total award value:** \$ 4,365,900

**Board meeting date:** July 9, 2013

**Bid issued:** May 30, 2013

**Pre-bid meeting date:** June 6, 2013

**Due date:** June 20, 2013

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

**No. of bids received:** 4

**No. of no-bids received:** 0

**Description:**

This project consists of the demolition of the old George Washington Carver Center for Arts and Technology building and the construction of athletic fields.

**Recommendation:**

Award of contract is recommended to:

Roy Kirby & Sons, Inc.

Baltimore, MD

**Responsible school or office:**

Department of Physical Facilities

**Contact person:**

Pradeep Dixit

**Funding source:**

Capital budget

**Contract Name:** Demolition of Old George Washington Carver Center for Arts and Technology and Construction of Athletic Fields

**Contract Number:** PCR-286-14

		Bidders' Names			
		Roy Kirby & Sons, Inc.	Potts & Callahan, Inc.	Urban & Zink Contractor, Inc.	K & K Adams, Inc.
Base Bid		\$3,969,000	\$4,586,686	\$4,845,800	\$4,970,000
	Total	\$3,969,000	\$4,586,686	\$4,845,800	\$4,970,000