MEETING OF THE BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

OPEN SESSION

Tuesday, December 18, 2001
5:00 P.M.-Closed Session, 7:30 P.M.-Open Session
Educational Support Services Building

I. PLEDGE OF ALLEGIANCE

II. SILENT MEDITATION IN REMEMBRANCE

III. AGENDA

Consideration of the agenda for December 18, 2001

IV. MINUTES

Consideration of the open and closed session minutes of October 23, 2001

Exhibit A

V. SUPERINTENDENT’S REPORT

VI. RECOGNITION OF ADMINISTRATIVE APPOINTMENT FROM DECEMBER 4, 2001 (Mr. Grimsley)

VII. REPORTS

A. Recognition of student literature in the Comprehensive Annual Financial Report (Ms. Burnopp)

B. Comprehensive Annual Financial Report and Single Audit Report (Mr. Teplitzky) Exhibit B

C. Report on Professional Development Center (Ms. Marchione) Exhibit D

VIII. NEW BUSINESS

A. Consideration of consent to the following personnel matters: (Mr. Grimsley)

1. Resignations Exhibit E

2. Leaves of Absence Exhibit F

3. Ethics Review Panel Appointment Exhibit G

4. Appointment Exhibit H

B. Consideration of consent to the following contract awards: (Ms. Burnopp) (Mr. Gay) Exhibit I

1. Assignment of Employee Assistance
VIII. NEW BUSINESS (Cont.)

2. Supplies Contract: Ice Melt

3. School Buses

C. Consideration of consent to the following Building Committee recommendations:

1. Major Maintenance Renovation Project – Chatsworth Elementary School
   Exhibit J

2. Major Maintenance Renovation Project – Deep Creek Elementary School
   Exhibit K

3. Major Maintenance Renovation Project – Fullerton Elementary School
   Exhibit L

4. Major Maintenance Renovation Project – Harford Hills Elementary School
   Exhibit M

5. Major Maintenance Renovation Project – Hernwood Elementary School
   Exhibit N

6. Major Maintenance Renovation Project – Milbrook Elementary School
   Exhibit O

7. Major Maintenance Renovation Project – Relay Elementary School
   Exhibit P

8. Major Maintenance Renovation Project – Shady Spring Elementary School
   Exhibit Q

9. Major Maintenance Renovation Project – Seventh District Elementary School
   Exhibit R

10. Major Maintenance Renovation Project – Warren Elementary School
    Exhibit S

11. Major Maintenance Renovation Project – Woodbridge Elementary School
    Exhibit T

12. Science Classroom Renovations – Carver Center for Arts and Technology
    Exhibit U

13. Science Classroom Renovations – Sparrows Point High School
    Exhibit V
VIII. NEW BUSINESS (Cont.)

14. Reroofing Project – Catonsville Middle School  
    Exhibit W

15. Networking/Electrical Upgrades – Deep Creek Middle School,  
    Loch Raven Academy, Middle RiverMiddle School, and  
    Pine Grove Middle School  
    Exhibit X

IX. INFORMATION

A. Minutes of the Southwest Area Educational Advisory Council meeting  
   Exhibit AA

B. Enrollment Forecast  
   Exhibit BB

C. Third Party Billing Annual Report  
   Exhibit CC

X. ANNOUNCEMENTS

Next Board Meeting  
    January 14, 2002  
    7:30 P.M.  
    Greenwood
TENTATIVE MINUTES
BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Tuesday, October 23, 2001

The Board of Education of Baltimore County, Maryland, met in open session at 4:03 p.m. at Greenwood. President Donald L. Arnold and the following Board members were present: Ms. Maria R. Cirincione, Ms. Phyllis E. Ettinger, Mr. Thomas G. Grzymski, Mr. John A. Hayden, III, Dr. Warren C. Hayman, Ms. Jean M. H. Jung, Mr. Michael P. Kennedy, and Mr. James R. Sasiadek.

In Hearing Examiner's Case #00-22, the Board entertained oral argument. The matter was heard in closed session.

In addition to the above listed Board members, also in attendance was the appellant; her representative; Dr. Joe A. Hairston, Superintendent of Schools; Ms. Christine Johns, Deputy Superintendent for Curriculum and Instruction; J. Robert Haines, Esquire, Deputy Superintendent for Business Services; Ms. Rita Fromm, Executive Director for Auxiliary Services; Margaret-Ann F. Howie, Esquire, Legal Counsel to the Superintendent; Carol Saffran-Brinks, Esquire, Legal Counsel to the Board of Education; and Ms. Denise Zepp, Administrative Assistant to the Board of Education.

Mr. Walker entered the room at 4:05 p.m.

The proceedings of the hearing were recorded by a court reporter.

The hearing was concluded at 4:55 p.m.

Mr. Teplitzky entered the room at 4:55 p.m.

Board members deliberated on the case.

The Board reconvened in open session at 5:22 p.m. President Donald L. Arnold and the following Board members were present: Ms. Maria R. Cirincione, Ms. Phyllis E. Ettinger, Mr. Thomas G. Grzymski, Mr. John A. Hayden, III, Dr. Warren C. Hayman, Ms. Jean M. H. Jung, Mr. Michael P. Kennedy, Mr. James R. Sasiadek, Mr. Sanford V. Teplitzky, and Mr. James E. Walker. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

Dr. Hairston informed Board members that Exhibit C had been withdrawn from the evening's agenda.

At 5:23 p.m., Mr. Sasiadek moved the Board go into closed session to discuss personnel matters, to consult with counsel to obtain legal advice, and to consult with counsel regarding potential litigation pursuant to the Annotated Code of Maryland, State Government Article, §10-508(a)(1), (a)(7), and (a)(8). The motion was unanimously approved by the Board.
CLOSED SESSION MINUTES

Mr. Grimsley reviewed the appointment on tonight’s agenda.

Ms. Saffran-Brinks introduced Mr. Thomas Bostwick, Assistant County Attorney. (Mr. Bostwick assisted in the investigation of the case to be described and in the recommendation presented to the Board.)

Mr. Hayden left the room at 5:28 p.m.

Ms. Saffran-Brinks provided Board members background information with regard to a matter currently being litigated and a proposed settlement recommendation. The Board reached a consensus in this matter and directed Ms. Saffran-Brinks how to proceed.

Mr. Hayden re-entered the room at 6:12 p.m.

Ms. Howie briefed the Board on its legal responsibilities with respect to a particular issue. Dr. Hairston also informed the Board that there is the potential for litigation in this matter.

At 6:33 p.m., Mr. Sasiadek moved to adjourn the closed session for a brief dinner recess. The motion was seconded by Mr. Walker and approved by the Board.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 7:30 p.m. at Greenwood. President Donald L. Arnold and the following Board members were present: Ms. Maria R. Cirincione, Ms. Phyllis E. Ettinger, Mr. Thomas G. Grzymski, Dr. Warren C. Hayman, Mr. Michael P. Kennedy, Mr. James R. Sasiadek, Mr. Sanford V. Teplitzky, and Mr. James E. Walker. In addition, Dr. Joe A. Hairston, Superintendent of Schools; staff members; and members of various civic, employee, and community organizations were present as was the media.

PLEDGE OF ALLEGIANCE

The open session commenced with the Pledge of Allegiance to the Flag, which was led by Ms. Kelli Nelson, a member of the Citizens Advisory Committee for Special Education, and a period of silent meditation for those who have served education in the Baltimore County Public Schools.

Mr. Arnold informed the audience of the various sessions in which Board members had participated earlier in the afternoon.
MINUTES

Hearing no additions or corrections to the open and closed session minutes of September 20, 2001, and the Report of the Capital Budget Public Hearing and Work Session, October 1, 2001, Mr. Arnold declared the minutes approved as presented.

Mr. Hayden and Ms. Jung entered the room at 7:33 p.m.

SPECIAL ORDER OF BUSINESS

Mr. Arnold presented Commissions from Governor Parris Glendening to new Board members, Thomas G. Grzymski and Maria R. Cirincione, and to re-appointed Board member, Warren C. Hayman.

SUPERINTENDENT’S REPORT

Dr. Hairston announced that he and County Executive Ruppersberger presented awards at last night’s band festival at Towson University.

Dr. Hairston informed Board members and the audience that this morning, Mr. Arnold and Ms. Bonham accepted a plaque presented by the County Executive and the Baltimore County Workforce Development Council in appreciation for the school system’s outstanding contribution to workforce development.

Dr. Hairston stated that Bradley Boggs, a Sparrows Point High School student, has been selected as the Baltimore Ravens’ Athlete of the Week. Bradley has also been selected as one of the 2002 Olympic torch carriers. What makes Bradley’s accomplishment so unique is that Bradley is legally blind. Dr. Hairston stated Bradley is another example of the quality of students in the Baltimore County Public Schools.

Dr. Hairston announced that Peggy Bagwell, counselor at Woodbridge Elementary School, has been named Maryland Elementary School Counselor of the Year, and Mary Ann Matthews, counselor at Lansdowne High School, has been named Maryland Counselor of the Year.

Dr. Hairston recognized two Japanese educators in the audience who are visiting Baltimore County Public Schools as part of a cooperative program with the Maryland State Department of Education.

OLD BUSINESS

Revisions to Policy 1280 – Boundary Change Practices

Mr. Hayden requested that the term, “Executive Leadership Team,” be defined after the first appearance of the term in the policy.
Revisions to Policy 1280 (Cont.)

Mr. Teplitzky moved to accept the policy revisions as amended by Mr. Hayden. The motion was seconded by Mr. Kennedy and approved by the Board.

REPORTS

The Board received the following reports:

A. Report on Testing Procedures and Security—Ms. Donna Flynn, Executive Director of Assessment, noted three (3) sections to the report—Training, Administration, and Local School System Responsibilities—and highlighted a few points. This included the selection of the school test coordinator and some of his/her responsibilities. Ms. Flynn noted that the school system is charged by the State, in a document entitled, “Maryland Accountability Coordinators’ Handbook,” which specifies the duties of local accountability coordinators. She noted an item on tonight’s agenda for reimbursement of reprinting test booklets that is related to a lapse of security in one of our schools.

B. Report on Elementary Reading Series—Ms. Kathleen McMahon, Executive Director for Elementary Programs, introduced Ms. Jane Lichter, Supervisor in Elementary Programs, who provided a Power Point presentation on the implementation of the elementary reading series.

Ms. Lichter responded to a question from Ms. Ettinger regarding how the Early Childhood Office is working to alleviate the stress felt by kindergarten teachers, particularly those who teach half-day classes, with regard to the amount of material to be covered.

Mr. Grzymski complimented Ms. McMahon and Ms. Lichter on their efforts in securing parent feedback. He suggested going into the community if PTA and area advisory council meetings do not provide the kind of broad-based perspective needed.

Mr. Kennedy acknowledged that the implementation of the new reading series might cause additional work for teachers during the first year. He also noted that the pilot teachers indicate an easing of the workload after the first year. Ms. McMahon stated a good strategy might be the creation of a video by second year teachers for first year teachers. She indicated technology options would be investigated to make sharing messages among teachers easier.
REPORTS (Cont.)

Dr. Hayman shared his concern about alignment with what is mandated by the State with regard to multicultural education and middle school programs. He also inquired about assessment for the program.

With regard to the alignment with multicultural education, Ms. Johns stated that she has been directed by Dr. Hairston to work with staff to put together a plan. Dr. Dezmon and others are coordinating this effort, which will be brought to the superintendent for his approval. With respect to Dr. Hayman’s question about assessment, Ms. Johns responded that Ms. Flynn would be working with an outside researcher to evaluate the program.

Finally, Dr. Hayman suggested that each school be required to create a Home/School Connection document for parents.

Ms. Ettinger shared her hope that when data on the reading program is received and analyzed, it will be disaggregated.

In response to a question from Ms. Ettinger, Ms. Lichter stated that teachers of grades 4 and 5 may continue to use previous literature units along with the recently revised literature units, as long as the lessons are aligned with the Maryland Learning Outcomes. For teachers of grades 1-3, the alignment has not yet been done. The lessons developed by those teachers can be used as long as they are aligned with the Maryland Learning Outcomes.

Ms. Ettinger asked if the committee that assisted with the selection process of the new reading program is still in existence. Ms. McMahon stated the committee was updated at the end of the school year and at the start of this school year. The group received a first quarter report with an update of what has happened thus far and what’s been planned. The group will be brought together mid-year to provide their perspectives.

Mr. Walker inquired about collaboration with the Academic Intervention Team (AIT), to which Ms. Lichter described how the AIT participates in staff development, answers questions, and attends training sessions. Mr. Walker was assured that Ms. Copple and the Team work closely with Ms. McMahon and Ms. Lichter.

C. Report on Title I Public School Choice Transfer—Mr. Boone briefed the Board on the status of the Title I School Transfer Options for Woodlawn Middle School and Sussex Elementary School. Letters have been mailed to families of Woodlawn and Sussex students, and community meetings
have been held. Applications for transfer will be accepted until October 26\textsuperscript{th}, and the selection process will occur on October 31\textsuperscript{st}. At this point, there are very few requests for transfer from either school.

Mr. Sasiadek stated he was pleased that most parents are choosing to keep their children in the home school, where support is being provided. He further asked that the Board be kept abreast as to how we fare in this process compared to other urban school systems.

D. Report on Results Review—Ms. Flynn noted the report is divided into three (3) sections:

- Sixteen (16) Indicators of Progress,
- Sixteen (16) key strategies that were outlined in the *Blueprint for Progress*, and the
- Appendix.

Through a Power Point\textsuperscript{TM} presentation, Ms. Flynn highlighted several aspects of the report, including:

- **System Attendance** – Baltimore County Public Schools met the state standard of 94% last year. The disaggregated data showed attendance in elementary school is stronger than in middle or high school.

- **Comprehensive Test of Basic Skills (CTBS)** – In grade 2 reading, our scores have stayed the same over the last two years, but the system scored higher than the national norm.

  In grades 4 and 6 reading, Baltimore County Public Schools exceed the national norm.

  In grade 2 mathematics, a significant increase was achieved. In grades 4 and 6, the national norm was exceeded.

Ms. Flynn noted areas where data is not available—MSPAP, IMAP, and grade level standards for promotion.

- **Drop-out Rate** – Baltimore County’s drop-out rate is below the state’s 3% standard. Ms. Flynn noted that males, as a group, do not meet the standard.

- **Passing Rates (Baltimore County Public Schools Exams)** – In preparation for the High School Assessments, the school system has established end-of-year course exams in high school.
REPORTS (Cont.)

Significant improvement has been seen in Algebra I exam scores over two years.

- **Advanced Placement Examinations** – Baltimore County Public Schools’ pass-rate exceeded all other groups.

- **SAT Combined Verbal and Math Scores** – For 2000-01, Baltimore County Public Schools scores are higher than the state and the nation. When looking at SAT scores by race, our performance mirrors the state and nation.

- **Parent Satisfaction** – A higher percentage of positive responses were received at the elementary level to the statements, “The school sees parents as important partners” and “This is a good school.”

Mr. Teplitzky noted the drop in PTA membership in middle and high schools and encouraged the PTSA’s to work on demonstrating that those parents who do participate, feel better about the school, and, in turn, the school benefits. Mr. Hayden also encouraged more active participation in PTA’s.

Dr. Hayman suggested broadening the definition of “involvement” with regard to PTA membership as an indicator of involvement. He also suggested broadening the definition of “achievement.” to include information such as, suspensions/expulsions and club membership and participation. Noting the serious performance gap between African-Americans and those who are not, particularly in the area of SAT’s and AP’s, Dr. Hayman inquired as to the status of the school system’s partnership with The College Board. Ms. Collins, Executive Director of Secondary Programs, responded that a plan for this year is currently being developed. (Plans must be rewritten each year.)

Mr. Teplitzky asked Ms. Fromm to provide an update on the bus driver shortage. Ms. Fromm stated there are currently four (4) vacancies in the Southwest Area and two (2) in the Northwest Area. Twenty-five (25) people are participating in orientation, and 16 have learners’ permits.

PERSONNEL MATTERS

On motion of Mr. Kennedy, seconded by Ms. Ettinger, the Board approved the personnel matters as presented on Exhibits H, I, J, and K. (Copies of the exhibits are attached to the formal minutes.)
CONTRACT AWARDS

Mr. Hayden pulled item 2.

On motion of Mr. Kennedy, seconded by Ms. Ettinger, the Board approved items 1, 3, and 4.

1. Supplies Contract: Ceiling Tile
3. Telephone Maintenance
4. Travel Services (One-Year Extension)

Item 2

On motion of Mr. Kennedy, seconded by Ms. Ettinger, the Board approved item 2. Mr. Hayden abstained from discussion and voting on this item.

2. Supplies Contract: Electrical Supplies

BUILDING COMMITTEE

The Building Committee, represented by Mr. Kennedy, recommended approval of items 1-6. The Board approved these recommendations.

1. Running Track Replacement – Catonsville High School
2. Electrical Service Upgrade – Holabird Middle School
3. Fee Acceptance – Consultant Design Services for Computer Lab – Chesapeake High School
5. Change Order – Design Services for Major Maintenance Renovation Project – Sandalwood Elementary School
6. Rescission of Contract Award – Reroofing of Franklin Elementary School

REIMBURSEMENT TO MARYLAND STATE DEPARTMENT OF EDUCATION

On motion of Dr. Hayman, seconded by Mr. Walker, the Board approved reimbursement to the Maryland State Department of Education in the amount of $115,000 for the reprinting of test booklets.
FIELD TRIPS AND FOREIGN TRAVEL

Ms. Bailey requested Board approval of a recommendation to cancel all foreign travel for 2001-02. Out-of-state and overnight field trips would be reviewed on a case-by-case basis. Day trips would be permitted at the principal's discretion.

Mr. Arnold recommended that the Board discuss the issue tonight and delay a vote on the recommendation until the next Board meeting to allow time for public comment.

Ms. Bailey distributed information to Board members containing the latest information on field trips already scheduled.

Mr. Teplitzky stated he was opposed to a systemwide cancellation on foreign travel through the end of the school year. He recommended some limitations, i.e., a complete review of the planned trips by the schools to determine if students would be safe. He also suggested the purchase of travel insurance that would allow last-minute cancellation of the trip if there were a State Department alert on travel. Mr. Teplitzky also stated it would be appropriate to update the waiver of liability forms to ensure parents are making informed decisions on whether or not they want their children to travel.

Ms. Bailey noted one of the issues raised by parents is the loss of money already paid should a trip be cancelled.

Mr. Hayden stated, as a parent, foreign travel provides invaluable experience to a child's growth, and parents should decide whether travel is safe for their children.

Dr. Hayman agreed with the points made by Mr. Teplitzky and Mr. Hayden. He also shared his concern that other important issues in this system go without a response that would make a difference.

Ms. Ettinger agreed with the value of foreign travel, but as a Board member, felt responsible for the safety of our students.

Ms. Jung questioned whether "foreign travel" should include Canada or Mexico. She expressed her opinion that the school system should continue under the current field trip policy until further notice. Ms. Jung noted that everyone has a heightened sense of responsibility and concern, and she felt that with the combined intelligence of the staff, Board, and parents, reasonable, acceptable, and in most cases, safe conclusions would be made.

Mr. Walker stated his concern for student safety and also shared his feeling that principals should not have to determine whether or not to cancel or deny field trips.

Mr. Sasiadek welcomed community input on this issue. He stated that while he didn't want to overreact to this situation, he wanted to hear from the community and react on the side of caution.
FIELD TRIPS AND FOREIGN TRAVEL (Cont.)

Mr. Grzymski shared his experience of being stranded in California on September 11th and hoped our students and staff would never be in that situation. He stated he would support the recommendation because it is consistent and safe.

Ms. Cirincione welcomed the opportunity for citizen input and stated the need to be flexible should the situation change. She echoed Mr. Teplitzky’s comments on the importance of foreign travel.

Mr. Arnold explained the purpose of his suggestion to delay voting on this issue was due to the magnitude of this situation and to make sure all points are considered before making a determination.

Mr. Teplitzky proposed adopting the recommendation for day trips within Maryland. He also recommended approval of the recommendation for out-of-state and overnight travel, with the change that the review process be expedited. (A decision on foreign travel could be made at the next meeting.) He noted, in both cases, the plans must be reviewed and determined appropriate and safe.

Mr. Arnold announced that the school system’s legal counsel would, if requested, review any travel contracts involving foreign trips and offer advice in the process.

Ms. Ettinger noted that embedded in the proposal for out-of-state travel is conditional approval subject to review a week prior to the trip. She agreed with Mr. Teplitzky’s suggestion for adoption of the policy for day trips, out-of-state, and overnight travel. Ms. Ettinger noted that a delay in acting on the foreign travel proposal would allow schools on the verge of making a decision time to look at their options—travel insurance, contracts, and contractual arrangements that would add flexibility.

Mr. Teplitzky moved approval of the recommendation with regard to day trips, overnight, and out-of-state field trips. The motion was seconded by Mr. Hayden. The recommendation calls for a case-by-case review, and where necessary, an expedited review of overnight and out-of-state field trips.

Mr. Kennedy questioned whether conditional approval could be rescinded at the last minute, if the situation warrants. Ms. Bailey responded by stating that communication with parents will need to take place so they are aware that conditional approval could be rescinded and the school system would not be financially liable.

The motion made by Mr. Teplitzky and seconded by Mr. Hayden was unanimously approved by the Board.
INFORMATION

The Board received the following as information:


ANNOUNCEMENTS

Mr. Arnold made the following announcements:

➢ On Thursday, October 25, 2001, the PTA Council will hold its annual Fall Workshop at 6:00 p.m. at Cockeysville Middle School.

➢ The next regularly scheduled meeting of the Board of Education of Baltimore County will be held on Tuesday, November 6, 2001, at Greenwood. The meeting will begin with an open session at 5:00 p.m. After the Board adjourns to meet in closed session, followed by a brief dinner recess, the open meeting will reconvene at approximately 7:30 p.m. The public is welcome at all open sessions.

PUBLIC COMMENT

Mrs. Mary Urquhart, a parent representing the Advisory Committee for Alternative Education, described her son’s positive experience in the Maryland’s Tomorrow program at Chesapeake High School.

Ms. Teresa LaMaster, Chair of the Citizens Advisory Committee for Special Education, distributed copies of data taken from the Maryland State Department of Education web site that showed the relationship of achievement between regular education students and special education students. She requested a “rigorous analysis” of the achievement of students with disabilities in Baltimore County Public Schools. Ms. LaMaster asked for another report this school year to look at the achievement with students with disabilities or achievement gaps, in general, looking at trends in several of the cohorts. She asked for a written response to indicate whether such a report would be forthcoming. With regard to the implementation of the elementary reading series, she expressed concern about how the reading series is being implemented in special education.

Mr. Boyd Crouse, Chair of the Southeast Area Educational Advisory Council, thanked the Board for seeking community input on the foreign travel issue. He also echoed Dr. Hayman’s thoughts on alignment of our priorities. Mr. Crouse commended the culinary students at Sollers Point/Southeast Technical High School who provided dinner prior to the Southeastern Area pre-budget meeting recently. He also highlighted some of the speakers’ concerns voiced at the meeting.
PUBLIC COMMENT (Cont.)

Ms. Meg O’Hare, Chair of the Northeast Area Educational Advisory Council, commented on the potential of the reading series workbook being used as a parent home/school connection tool. She shared her concern that students might not have a workbook next year, as they do this year. With regard to the number of responses shown for a specific statement on the Parent Involvement Survey (page 16 of _Following the Blueprint for Progress..._), Ms. O’Hare felt there was room for improvement and that, perhaps, the system should look into using an electronic tool for surveying parents on an annual basis, rather than once every two years. Finally, Ms. O’Hare urged the Board to follow Dr. Hairston’s leadership with respect to the recommendation on foreign travel.

Mr. Lorinzo Foxworth, a representative of the Minority Achievement Advisory Group (MAAG) spoke about the group’s recent activities. The group has set an agenda for the year, and its goals are in sync with Baltimore County Public Schools. MAAG has reviewed the _Student Behavior Handbook_ and suggested revisions be considered to eliminate duplication and to clarify other areas. As a member of the High School Assessment Committee, the MAAG representative noted there are many questions that need to be addressed. He asked the Board to continue its emphasis on the achievement gap.

Ms. Laura Nossel, President of the PTA Council of Baltimore County, acknowledged the decrease in PTA membership and noted it does not necessarily indicate a decrease in parent involvement. She stated that national and state dues have increased, but dues have not increased locally. With regard to the key strategies, Ms. Nossel stated she was glad to see a staff development calendar. On the elementary reading series, Ms. Nossel recommended the inclusion of tips or suggestions for parents in school newsletters. She shared her appreciation to the Board for parent and student input on the subject of foreign travel. Referring to the decrease in parent involvement from elementary school to middle school and from middle school to high school, Ms. Nossel reminded everyone that there are more opportunities for parents to be involved at the high school level through other organizations, such as sports and band, more so than at the middle school level.

Mr. Mark Beytin, President of the Teachers’ Association of Baltimore County, noted the efforts of Ms. McMahon and her staff and Deputy Superintendent Johns in addressing concerns and coordinating strategies to help decrease teacher discomfort with the new elementary reading series. He noted that we have reached a turning point in communication and collaboration that signals stronger working relationships in the future. Finally, Mr. Beytin congratulated the teachers and students for their work thus far in improving student achievement and noted there is more to be done, especially in the area of minority achievement.

Noting the absence of speakers to address the proposed revisions to Policy 1230, Mr. Arnold reminded everyone that the Board would vote on the revisions on November 6th.
PUBLIC COMMENT (Cont.)

Mr. George Chiles, a Parkville Middle School parent, urged the Board not to give in to irrational fear, with respect to the foreign travel issue. He noted the value of this experience and asked the Board not to approve a policy based on fear.

Mr. Rodger Janssen spoke about the intent of his comments at previous meetings.

Ms. Kelli Nelson asked for the Board's support for Maryland's Infants and Toddlers Program. She noted that Dr. Grasmick has requested additional funds for this program and made it her third highest priority for the education budget. Ms. Nelson distributed a handout and noted that the State funds less than 2% of the general funding for this program. She further explained that in 2000, more than 20% of infants and toddlers enrolled in this program graduated from the program requiring no additional special education services. Board members were asked to contact the Governor to express their support of this funding.

Ms. Karen Wingard thanked the Board for tabling its vote on the foreign travel issue. She informed the Board her daughter has an overseas trip planned for spring break and reminded everyone that after the Columbine shootings, everyone was encouraged not to let fear rule their lives.

Mr. Scott Jenkins, PTSA President at Perry Hall Middle School, thanked the Board for delaying its vote on the foreign travel recommendation. He noted that in a letter from the national organization, PTA's were urged to keep things normal. Mr. Jenkins urged Board members to allow parents to make the choices for their children.

At 10:55 p.m., Mr. Walker moved to adjourn the open session. The motion was seconded by Ms. Jung and approved by the Board.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer
DATE: December 18, 2001

TO: BOARD OF EDUCATION

FROM: Dr. J. Hairston, Superintendent

SUBJECT: Electronic Professional Development Approval Process

ORIGINATOR: Mary Jacqe Marchione

RESOURCE PERSON(S): Michelle Wagner, David Phelan, Linda Meyer

RECOMMENDATION

That the attendees will develop an understanding of the Electronic Professional Development Process and Professional Development Calendar.

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Estimated Operating Funds Fiscal Impact: $ -0-

Possible Funding Source: N/A

MJM/dw

Appendix I  Professional Development: A Systematic Model to Promote Student Achievement

Appendix II  BCPS Professional Development Center Request Form
Baltimore County Public Schools
Department of Professional Development

Professional Development: A Systemic Model to Promote Student Achievement

Mary Jacqe Marchione, Director
410 887.6400
mmarchione@bcps.org
December 18, 2001
Nature of the Issue

The system does not have a comprehensive plan for professional development initiatives in place. There is no mechanism for monitoring alignment of the planned activity with the Blueprint for Progress.
History of the Issue

The activities planned for employee professional growth and development have not been delivered according to a systemic focus and as a result there is no accurate way to assess their effectiveness, nor determine the intended outcome.

Systemwide Priorities

✓ To improve student achievement in all subjects with an emphasis on mathematics, English/language arts, social studies/history, and science.

✓ To increase the number of students successfully completing their courses of study.

✓ To improve the number of students taking and passing Advanced Placement tests.

✓ To improve the number of students taking and passing the Scholastic Aptitude Test.
To ensure students are provided with an opportunity to use technology.

To recruit and maintain a quality work force.

To improve the quality and timeliness of services provided to students, staff, parents, and community.

Criteria for Program Approval

1. The content, process, and context of the professional development program is aligned with the Indicators of Progress.
2. The professional development program is clearly described including: title, audience, dates/day/times/location, fund sources, and person responsible.

3. The professional development program has an evaluation component that accurately assesses progress toward the Indicators.

4. Incremental assessments are used to measure progress and to determine program modifications.
The Program Request is available on BCPS Intranet and is password protected.

Baltimore County Public Schools Intranet

The Program Request form is available on BCPS Intranet and is password protected.

Program Request Form

- Department Responsible for Program
- Title of Activity
- Contact Person
- E-mail Address
- Phone Number
- Alignment with Indicators and Strategies from the Blue Print for Progress for each activity.
Program Request Form

- Coordinator and Executive Director's Name
- Proposed Day/Dates/Time/Location with Make-up Date
- Budget Source - Operating or Grant

Program Definition

- Program Title
- Alignment to Indicators of Progress
- Intended Audience
- Method of Delivery
  - Distance Learning
  - Local School
  - Feeder Pattern
  - Videotaping
  - Cluster
  - Other (explain)

Approval Process

1. An e-mail is sent to the appropriate Director/Coordinator/Office Head notifying him/her that an activity is awaiting approval.
2. Once approved notification is sent via e-mail to the Executive Director for approval.

3. After the Executive Director approves the activity, the Director of Professional Development is notified.

4. The Director of Professional Development will review and give final approval for the activity.
5. When final approval is given, the activity is automatically placed on the systemwide calendar.

Process Highlights

Activities can be sorted by:

- Title
- Location
- Day
- Audience
- Date
- Priorities
- Time
- Budget Source

- Review process is timely - electronic notification of pending approval.
- Reduction of paperwork
- Revisions can only be performed by Department of Professional Development.
Program Request Form Step Three: Preview Request

Program Title: Implementing Your Class Web Site

Contact Person: Michele Wagner
Phone Number: 410-887-4266 x430
Email: mwagner2@bcps.org
Department: Technology
Submitted: 10/23/2001

Anticipated Number of Participants: 50
Intendent Audience: Teachers
Related Departments: Office of Instructional Technology
Budget Source: Operating

Coordinator: Gary Schlimme
Executive Director: Greg Barlow

Proposed Dates/Locations: 1/1/2002 at Timonium Support Services
Proposed Rain Date: 1/2/2002 at Timonium Support Services
Methods of Delivery: Distance Learning, Classroom Instruction
Feedback: Evaluation form

Activities

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<th>Priority</th>
<th>Required?</th>
<th>Activity</th>
<th>Person(s) Responsible</th>
<th>Alignment with Indicators of Progress</th>
<th>Specific Dates for Activity</th>
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<td>1, 4, 10, 11</td>
<td>1/1/02</td>
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Submit Request For Approval
RESIGNATIONS

SECONDARY – 9

Carver Center for Arts and Technology
Moira Egan, 11/30/01, 3 mos.

Catonsville High School
Shirley Richa, 11/05/01, 9.3 yrs.

Kenwood High School
Tammy L. Notaro, 11/21/01, 3 mos.

Lansdowne High School
Venus G. Sudduth, 11/30/01, 3 mos.

Milford Mill Academy
Miriam S. Arai, 11/16/01, 3 mos.

Old Court Middle School
David E. Feldman, 11/02/01, 2 mos.

Parkville High School
Kristein L. Buras, 06/30/02, 2 yrs.
Ali E. Ege, 06/30/02, 4 yrs.

Sudbrook Magnet Middle School
Rachel V. Aumick, 11/13/01, 3 mos
CHILD REARING LEAVES

CORAL A. CHANCE – Dumbarton Middle School
Effective December 2, 2001 through June 30, 2002

PERSONAL LEAVES

PATRICIA JAUQUET – Baltimore Highlands Elementary School
Effective November 18, 2001 through June 30, 2002

MILITARY LEAVES

ARTUS W. HUFFMAN – Deep Creek Middle School
Effective October 22, 2001 through October 22, 2002
RECOMMENDED APPOINTMENT

PHILIP H. BYERS
(Effective December 19, 2001)
Elementary Classroom
New Town Elementary School
(Replacing Cathy Gantz, Unusual or Imperative Leave)

B.A. 1985, Towson State University; B.S. 1993, Towson State University; M.Eq. 1998; M+30 2000

Elementary Classroom: New Town Elementary, 2001
Deer Park Elementary, 1995
Logan Elementary, 1993

Teacher As Leader: 2000

8.4 years Baltimore County

DOP: 12/19/2001
BALTIMORE COUNTY PUBLIC SCHOOLS
TOWSON, MARYLAND 21204

December 18, 2001

RECOMMENDED APPOINTMENT

<table>
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<tr>
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<th>FROM</th>
<th>TO</th>
</tr>
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<tr>
<td>PHILIP H. BYERS</td>
<td>Elementary Classroom</td>
<td>Assistant Principal</td>
</tr>
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<td></td>
<td>New Town Elementary School</td>
<td>Arbutus Elementary School</td>
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(Replacing Cathy Gantz, Unusual or Imperative Leave)

B.A. 1985, Towson State University; B.S. 1993, Towson State University; M.Eq. 1998; M+30 2000

Elementary Classroom: New Town Elementary, 2001
Deer Park Elementary, 1995
Logan Elementary, 1993

Teacher As Leader: 2000

8.4 years Baltimore County
Baltimore County Public Schools

Date: November 27, 2001

To: Board of Education

From: Dr. J. Hairston, Superintendent

Subject: Recommendations for Award of Contracts
Board Exhibit – December 18, 2001

Originator: Robert Haines, Deputy Superintendent of Business Services

Resource Person(s): Patrick Fannon, Controller; Richard Gay, Purchasing Manager

Recommendation

That the Board of Education approves the recommendations for award of contracts Board Exhibit for the December 18, 2001 board meeting.

*****

See the attached list of contract recommendations presented for consideration by the Board of Education of Baltimore County.

MA/xxx

Appendix I – Recommendations for Award of Contracts – Board Exhibit
EXHIBIT

BALTIMORE COUNTY PUBLIC SCHOOLS
TOWSON, MARYLAND 21204

December 18, 2001

LEAVES

CHILD REARING LEAVES

CORAL A. CHANCE – Dumbarton Middle School
Effective December 2, 2001 through June 30, 2002

PERSONAL LEAVES

PATRICIA JAUQUET – Baltimore Highlands Elementary School
Effective November 18, 2001 through June 30, 2002

MILITARY LEAVES

ARTUS W. HUFFMAN – Deep Creek Middle School
Effective October 22, 2001 through October 22, 2002

DOP: 12/19/2001
Recommendations for Award of Contracts
Board Exhibit – December 18, 2001

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

1. **Assignment of Employee Assistance**
   Estimated Award Value: $217,000
   Program Contract from Sheppard Pratt Health Plan to APS Healthcare Bethesda, Inc.
   Contract # RF9710617

   At the June 12, 2001 Board of Education meeting the Board approved the extension of the Employee Assistance Program through the Baltimore County Government contract with Sheppard Pratt Health Plan for one additional year.

   On August 13, 2001 Baltimore County Public Schools was notified that effective September 1, 2001 Sheppard Pratt had decided to sell their health plan to APS Healthcare Bethesda, Inc. (APS). As part of the sale, our contract with Sheppard Pratt for the provision of employee assistance programs and/or managed behavioral healthcare services, as well as organizational consulting services, was assigned to APS. Pursuant to the original contract, this assignment requires the written approval of the Board of Education. Legal counsel has reviewed the consent to assignment.

   Therefore, approval of the assignment is recommended for the remainder of the contract term, which runs through June 30, 2002. All current terms, conditions, and pricing remain in effect.

2. **Supplies Contract: Ice Melt**
   Estimated Award Value: $200,000
   Five-Year Bid
   Estimated Annual Value: $40,000
   Contract #3-332-02

   A bid to qualify and select a vendor to supply specified ice melting compound for Baltimore County Public Schools was issued on October 25, 2001 to eight vendors. Proposals were received from two vendors.

   The specifications were designed to obtain pricing for an ice melt compound, packaged in 50 pound plastic bags, to be delivered to and/or picked-up by the Office of Grounds. These specifications were developed in conjunction with the Office of Grounds and the bidders at a pre-bid. This is an indefinite quantities contract with quantities projected by the Office of Grounds based upon historical data of product utilization. Depending upon the severity of the winter, there may be substantially more or less product purchased in any one year.
The price remains firm for the first year of this five-year contract. After this initial year of the contract, the Award Bidder may request a price increase based solely on any additional price increase from the manufacturer.

<table>
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<tr>
<th></th>
<th>Delivered Price</th>
<th>Picked-up Price</th>
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<tbody>
<tr>
<td>National Supply Co.</td>
<td>$7.49</td>
<td>$13.59</td>
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<tr>
<td>Beltsville, MD</td>
<td></td>
<td></td>
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<tr>
<td>Sterling Chemical Co., Inc.</td>
<td>$7.75</td>
<td>$7.75</td>
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<tr>
<td>Timonium, MD</td>
<td></td>
<td></td>
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</table>

Award of contract is recommended to the lowest responsive and responsible bidder meeting all specifications, National Supply Co. for the delivered products and Sterling Chemical Co., Inc. for the picked-up products. Funding will be provided by the Office of Grounds operating budget.

3. **School Buses**

**Contract #2-280-02**

Award Value Range: $7,430,911 - $7,789,000

District International

A bid for the purchase of the following school buses was issued on October 11, 2001 to ten vendors. Proposals were received from three vendors. One vendor submitted a no-bid response.

- **73 - 88** GROUP I buses that accommodate 64 walk-on passengers
- **60** GROUP III buses configured to accommodate 20 walk-on passengers and 3 wheelchair passengers
- **6 - 12** GROUP IV type D transit-style (municipal style, flat front) buses configured to accommodate 66 walk-on passengers and one wheelchair passenger

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>GROUP 1</th>
<th>GROUP III</th>
<th>GROUP IV</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Bus, Annapolis, MD</td>
<td>$48,907.00</td>
<td>$55,503.00</td>
<td>$66,082.00</td>
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<tr>
<td>ATEL, Beltsville, MD</td>
<td>NB</td>
<td>NB</td>
<td>NB</td>
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<tr>
<td>District International, Hyattsville, MD</td>
<td>$46,867.00</td>
<td>$54,267.00</td>
<td>$62,800.00</td>
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<tr>
<td>West End Service, Ellicott City, MD</td>
<td>$48,959.00</td>
<td>$54,363.23</td>
<td>NB</td>
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</table>

Awards of contract are recommended to the lowest bidder meeting all specifications, District International, Hyattsville, MD. The purchase will be funded by a multi-year lease purchase agreement. The amount of the award will
range between $7,430,911 to $7,789,000, depending on the amount of money and number of buses approved by the Baltimore County Government for the lease purchase.
DATE: December 18, 2001

TO: BOARD OF EDUCATION

FROM: Dr. J. Hairston, Superintendent

SUBJECT: Award of Contract - Major Maintenance Renovation Project at Chatsworth Elementary School

ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE PERSON(S): Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities
Richard Cassell, Administrator, Office of Engineering and Construction
Phillip E. Schied, Program Manager, Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves an award of contract.

*****************************************************************************

Major Maintenance Renovation Project at Chatsworth Elementary School – Phase II School.

Appendix I – Recommendation for Award of Contract
Recommendation for Award of Contract
Major Maintenance Renovation Project – Chatsworth Elementary School
December 18, 2001

On November 21, 2001, four (4) bids were received for the Major Maintenance Renovations at Chatsworth Elementary School – Bid #3DI-REN2-197A. This project consists of renovations and upgrades to the existing heating, electrical and plumbing systems at this school. A summary of the bids is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to Phillips Way, Inc., the lowest responsive bidder, in the amount of $2,609,091.00.

At this time, we are also requesting a 5% Change Order Allocation in the amount of $130,454.55 to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for these projects is available from the Capital Budget Project #665 – Major Maintenance.

APPROVED:

Donald F. Krempel, Ph.D.
Executive Director
Baltimore County Public Schools Renovation Program
Chatsworth Elementary School
Bid Number: 3DI-REN2-197A
Bid Due Date: November 21, 2001 @ 11:00AM

<table>
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<tr>
<th></th>
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<tr>
<td><strong>Base Bid Price:</strong></td>
<td>$2,456,000.00</td>
<td>$2,597,200.00</td>
<td>$2,497,000.00</td>
<td>$2,781,600.00</td>
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**Alternates:**

<table>
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<tr>
<th>Alternate # 1:</th>
<th>Replace existing interior lighting fixtures</th>
<th>$120,000.00</th>
<th>$136,500.00</th>
<th>$280,000.00</th>
<th>$135,000.00</th>
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<tbody>
<tr>
<td>Alternate # 2:</td>
<td>Replace ceiling tile panels</td>
<td>$33,091.00</td>
<td>$50,000.00</td>
<td>$69,000.00</td>
<td>$54,000.00</td>
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<td>Alternate # 3:</td>
<td>Replace diffusers, registers, and grilles</td>
<td>$124,000.00</td>
<td>$182,500.00</td>
<td>$144,000.00</td>
<td>$134,500.00</td>
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<td>Alternate # 4:</td>
<td>Replace interior speakers and associated cabling</td>
<td>$40,000.00</td>
<td>$64,500.00</td>
<td>$39,000.00</td>
<td>$16,600.00</td>
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</table>

| Base Bid Plus Alternates # 1 & # 2: | $2,609,091.00 | $2,783,700.00 | $2,846,000.00 | $2,970,600.00 |

**Chatsworth Elementary School Base Bid Includes:**
- **FINISHES:** Replace selected ceilings +
- **DOORS & WINDOWS:** Close up louver in classroom doors +
- **EQUIPMENT:** Replace cafeteria service-line equipment +
- **LIFE SAFETY:** Install sprinkler system; modify fire alarm system; repair emergency lighting +
- **PLUMBING:** Replace water heater; install new water service; replace selected portions of domestic water piping; upgrade gas service; ADA upgrades +
- **ELECTRICAL:** Upgrade electrical service; replace selected panel boards and feeders; install additional computer power outlets +
- **HEATING & VENTILATION:** Replace existing boilers with hot water boilers; install automatic temperature control system; replace unit ventilators; upgrade heating & cooling in administration areas; replace chiller; replace air handling units +
- **IT:** Install computer data wiring & network equipment.
DATE: December 18, 2001

TO: BOARD OF EDUCATION

FROM: Dr. J. Hairston, Superintendent

SUBJECT: Award of Contract - Major Maintenance Renovation Project at Deep Creek Elementary School

ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE PERSON(S): Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities
Richard Cassell, Administrator, Office of Engineering and Construction
Phillip E. Schied, Program Manager, Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves an award of contract.

***********************

Major Maintenance Renovation Project at Deep Creek Elementary School – Phase II School.

Appendix I – Recommendation for Award of Contract
Recommendation for Award of Contract
Major Maintenance Renovation Project – Deep Creek Elementary School
December 18, 2001

On December 3, 2001, four (4) bids were received for the Major Maintenance Renovations at Deep Creek Elementary School – Bid #3DI-REN2-147A. This project consists of renovations and upgrades to the existing heating, electrical and plumbing systems at this school. A summary of the bids is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to James W. Ancel, Inc., the lowest responsive bidder, in the amount of $1,499,000.00.

At this time, we are also requesting a 5% Change Order Allocation in the amount of $74,950.00 to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for these projects is available from the Capital Budget Project #665 – Major Maintenance.

APPROVED:

[Signature]
Donald F. Krempel, Ph.D.
Executive Director
Baltimore County Public Schools Renovation Program
Deep Creek Elementary School
Bid Number: 3DI-REN2-147A
Bid Due Date: December 3, 2001 @ 3:00 PM

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<td>$1,272,000.00</td>
<td>$1,340,000.00</td>
<td>$1,382,000.00</td>
<td>$1,495,000.00</td>
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<tr>
<th>Alternates:</th>
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<tr>
<td>Alternate # 1: Install new rooftop unit. Remove existing ceiling and light fixtures.</td>
<td>$22,000.00</td>
<td>$27,000.00</td>
<td>$40,000.00</td>
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<tr>
<td>Alternate # 2: Install new rooftop unit. Remove existing ceiling and light fixtures. Install new ductwork. Install new grid ceilings and tiles.</td>
<td>$23,000.00</td>
<td>$22,000.00</td>
<td>$45,000.00</td>
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<td>Alternate # 3: Replace existing unit ventilators</td>
<td>$148,000.00</td>
<td>$143,000.00</td>
<td>$213,000.00</td>
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<tr>
<td>Alternate # 4: Install new dual temperature piping system</td>
<td>$148,000.00</td>
<td>$147,000.00</td>
<td>$182,000.00</td>
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<td>Alternate # 5: Replace existing branch circuit panels</td>
<td>$34,000.00</td>
<td>$36,000.00</td>
<td>$37,000.00</td>
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| Base Bid Plus Alternates # 1, # 2, # 3, & # 5: | $1,499,000.00        | $1,568,000.00             | $1,717,000.00      | $1,746,000.00             |

Deep Creek Elementary School Base Bid Includes: FINISHES: Replace all corridor ceilings; Replace selected ceilings throughout remaining building + DOORS & WINDOWS: Close up louver in classroom doors + EQUIPMENT: Replace cafeteria service-line equipment + LIFE SAFETY: Install sprinkler system; replace fire alarm system + PLUMBING: Replace selected plumbing fixtures (ADA upgrades); install new water service; replace selected portions of the domestic water piping + ELECTRICAL: Upgrade electrical service; replace selected lighting; replace selected panel boards and feeders; install additional computer power outlets + HEATING & VENTILATION: Replace existing boilers with hot water boilers; install automatic temperature control system + IT: Install computer data wiring, network equipment & video distribution system.
DATE: December 18, 2001

TO: BOARD OF EDUCATION

FROM: Dr. J. Hairston, Superintendent

SUBJECT: Award of Contract - Major Maintenance Renovation Project at Fullerton Elementary School

ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE PERSON(S):
- Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities
- Richard Cassell, Administrator, Office of Engineering and Construction
- Phillip E. Schied, Program Manager, Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves an award of contract.

*********************************************************************************

Major Maintenance Renovation Project at Fullerton Elementary School – Phase II School.

Appendix I – Recommendation for Award of Contract
Appendix I

Recommendation for Award of Contract
Major Maintenance Renovation Project – Fullerton Elementary School
December 18, 2001

On November 30, 2001, six (6) bids were received for the Major Maintenance Renovations at Fullerton Elementary School, Bid #3DI-REN2-202A. This project consists of renovations and upgrades to the existing heating, electrical and plumbing systems at this school. A summary of the bids is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to Chilmar Corporation, Inc., the lowest responsive bidder, in the amount of $1,799,000.00.

At this time, we are also requesting a 5% Change Order Allocation in the amount of $89,950.00 to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for these projects is available from the Capital Budget Project #665 – Major Maintenance.

APPROVED:

Donald F. Krempel, Ph.D.
Executive Director
Baltimore County Public Schools Renovation Program
Fullerton Elementary School
Bid Number: 3DI-REN2-202A
Bid Due Date: November 30, 2001 @ 10:00 AM

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<tr>
<td>Base Bid Price:</td>
<td>$1,724,000.00</td>
<td>$1,832,000.00</td>
<td>$1,886,000.00</td>
<td>$1,948,000.00</td>
<td>$2,028,000.00</td>
<td>$2,250,000.00</td>
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</table>

**Alternates:**

| Alternate # 1: Replace unit ventilators, associated piping and controls | $40,000.00 | $34,500.00 | $44,000.00 | $42,000.00 | $52,000.00 | $60,000.00 |
| Alternate # 2: Replace exhaust fans and associated controls | $20,000.00 | $23,500.00 | $24,000.00 | $30,000.00 | $30,000.00 | $30,000.00 |
| Alternate # 3: Provide variable frequency drives for the heating pumps | $15,000.00 | $5,500.00 | $13,000.00 | $14,000.00 | $16,000.00 | $14,000.00 |

| Base Bid Plus Alternates # 1, 2, & 3: | $1,799,000.00 | $1,895,500.00 | $1,967,000.00 | $2,034,000.00 | $2,126,000.00 | $2,354,000.00 |

**Fullerton Elementary School Base Bid Includes:**
- FINISHES: Replace corridor ceilings + DOORS & WINDOWS: Close up louver in classroom doors + EQUIPMENT: Replace cafeteria service-line equipment + LIFE SAFETY: Install sprinkler system; replace fire alarm system + PLUMBING: Replace water heater; install new water service; gas service upgrade; ADA upgrade + ELECTRICAL: Replace selected panel boards and feeders; install additional computer power outlets + HEATING & VENTILATION: Replace existing boilers with hot water boilers; install automatic temperature control system; replace exhaust fans; replace chiller package; New VAV boxes + IT; install computer data wiring & network equipment; install video distribution system.
DATE: December 18, 2001

TO: BOARD OF EDUCATION

FROM: Dr. J. Hairston, Superintendent

SUBJECT: Award of Contract - Major Maintenance Renovation Project at Harford Hills Elementary School

ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE PERSON(S): Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities
Richard Cassell, Administrator, Office of Engineering and Construction
Phillip E. Schied, Program Manager, Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves an award of contract.

************************************************************

Major Maintenance Renovation Project at Harford Hills Elementary School – Phase II School.

Appendix I – Recommendation for Award of Contract
On December 4, 2001, six (6) bids were received for the Major Maintenance Renovations at Harford Hills Elementary School – Bid #3DI-REN2-135A. This project consists of renovations and upgrades to the existing heating, electrical and plumbing systems at this school. A summary of the bids is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to Phillips Way, Inc., the lowest responsive bidder, in the amount of $1,696,000.00.

At this time, we are also requesting a 5% Change Order Allocation in the amount of $84,800.00 to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for these projects is available from the Capital Budget Project #665 – Major Maintenance.

APPROVED:

Donald F. Krempel, Ph.D.
Executive Director
Baltimore County Public Schools Renovation Program  
Harford Hills Elementary School  
Bid Number: 3DI-REN2-135A  
Bid Due Date: December 4, 2001 @ 11:00AM

Harford Hills Elementary School Base Bid Includes: FINISHES: Replace all corridor ceilings; replace other selected ceilings throughout remaining building + DOORS & WINDOWS: Close up louver in classroom doors + EQUIPMENT: Replace cafeteria service-line equipment + LIFE SAFETY: Install sprinkler system; replace fire alarm system + PLUMBING: Replace selected plumbing fixtures (ADA); install new water service; replace selected portions of domestic water piping + ELECTRICAL: Upgrade electrical service; replace selected panel boards and feeders; install additional computer power outlets + HEATING & VENTILATION: Replace existing boilers with hot water boilers; install automatic temperature control system + IT: Install computer data wiring & network equipment; install video distribution system.

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<tbody>
<tr>
<td>Base Bid Price:</td>
<td>$1,392,000.00</td>
<td>$1,421,000.00</td>
<td>$1,541,000.00</td>
<td>$1,484,000.00</td>
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<td>Alternate # 1:</td>
<td></td>
<td></td>
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<tr>
<td>Install new rooftop unit, new ductwork, new grid ceilings and tiles. Remove existing ceiling and light fixtures.</td>
<td>$37,000.00</td>
<td>$30,500.00</td>
<td>$33,200.00</td>
<td>$46,000.00</td>
<td>$40,000.00</td>
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<td>Alternate # 2:</td>
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<tr>
<td>Install new rooftop unit. Remove existing ceiling and light fixtures. Install new ductwork.</td>
<td>$39,000.00</td>
<td>$30,800.00</td>
<td>$35,150.00</td>
<td>$49,000.00</td>
<td>$37,000.00</td>
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<td>Alternate # 3:</td>
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<tr>
<td>Replace existing unit ventilator with new units.</td>
<td>$200,000.00</td>
<td>$248,800.00</td>
<td>$161,000.00</td>
<td>$237,000.00</td>
<td>$282,000.00</td>
<td>$266,000.00</td>
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<td>Alternate # 4:</td>
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<td></td>
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</tr>
<tr>
<td>Replace existing branch circuit panels. Remove and replace panels and feeder. Enlarge clock wall opening.</td>
<td>$28,000.00</td>
<td>$24,000.00</td>
<td>$28,100.00</td>
<td>$31,000.00</td>
<td>$30,000.00</td>
<td>$32,000.00</td>
</tr>
<tr>
<td>Base Bid Plus Alternates #1, 2, 3, &amp; 4:</td>
<td>$1,696,000.00</td>
<td>$1,755,100.00</td>
<td>$1,798,450.00</td>
<td>$1,847,000.00</td>
<td>$1,912,000.00</td>
<td>$1,954,000.00</td>
</tr>
</tbody>
</table>
DATE: December 18, 2001
TO: BOARD OF EDUCATION
FROM: Dr. J. Hairston, Superintendent
SUBJECT: Award of Contract - Major Maintenance Renovation Project at Hernwood Elementary School

ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE PERSON(S): Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities
Richard Cassell, Administrator, Office of Engineering and Construction
Phillip E. Schied, Program Manager, Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves an award of contract.

************************************************

Major Maintenance Renovation Project at Hernwood Elementary School – Phase II School.

Appendix I – Recommendation for Award of Contract
Appendix I

Recommendation for Award of Contract
Major Maintenance Renovation Project – Hernwood Elementary School
December 18, 2001

On December 5, 2001, four (4) bids were received for the Major Maintenance Renovations at Hernwood Elementary School, Bid #3DI-REN2-174A. This project consists of renovations and upgrades to the existing heating, electrical and plumbing systems at this school. A summary of the bids is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to North Point Builders, Inc., the lowest responsive bidder, in the amount of $1,898,000.00.

At this time, we are also requesting a 5% Change Order Allocation in the amount of $94,900.00 to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for these projects is available from the Capital Budget Project #665 – Major Maintenance.

APPROVED:

Donald F. Krempel, Ph.D.
Executive Director
Baltimore County Public Schools Renovation Program  
Hernwood Elementary School  
Bid Number: 3DI-RENG2-174A  
Bid Due Date: December 5, 2001, @ 1:00PM

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Base Bid Price:</td>
<td>$1,898,000.00</td>
<td>$1,954,000.00</td>
<td>$1,972,000.00</td>
<td>$2,065,000.00</td>
</tr>
</tbody>
</table>

**Alternates:**

| Alternate # 1: Replacement of lighting fixtures and branch circuiting of lighting fixtures in corridors, cafetorium, gym, administration areas and storage areas. | $150,000.00 | $140,000.00 | $195,800.00 | $160,000.00 |
| Alternate # 2: Replacement of receptacles and cover plates in “A” portion of school. | $6,000.00 | $6,000.00 | $5,000.00 | $5,000.00 |
| Alternate # 3: Replacement of existing panelboard interiors in “A” section of the school. | $19,000.00 | $14,000.00 | $13,400.00 | $14,000.00 |
| Alternate # 4: Add door monitoring (CCTV) system and remote door release system for four (4) main entry doors. | $13,500.00 | $15,000.00 | $16,800.00 | $18,000.00 |
| Alternate # 5: Provide and install stainless steel toilet room stalls and screen in lieu of painted steel. | $6,000.00 | $7,000.00 | $6,000.00 | $6,800.00 |

**Base Bid Only, No Alternates Used:**

| Base Bid Only, No Alternates Used: | $1,898,000.00 | $1,954,000.00 | $1,972,000.00 | $2,065,000.00 |

**Hernwood Elementary School Base Bid Includes:**

- FINISHES: Replace selected ceilings & patch selected vinyl tile + DOORS & WINDOWS: Close up louver in classroom doors + EQUIPMENT: Replace Cafeteria service-line equipment; install wheelchair lift + Life Safety: Install sprinkler system; modify fire alarm system + PLUMBING: Replace water heater; install new water service; ADA upgrades + ELECTRICAL: Upgrade electrical service; replace selected panelboards and feeders; install additional computer power outlets + HEATING VENTILATION: Replace existing hot water boilers; install automatic temperature control system; replace unit ventilators; refurbish air handling equipment + IT: Install computer data wiring & network equipment; install video distribution system.
Baltimore County Public Schools

Date: December 18, 2001

To: Board of Education

From: Dr. J. Hairston, Superintendent

Subject: Award of Contract - Major Maintenance Renovation Project at Milbrook Elementary School

Originator: J. Robert Haines, Deputy Superintendent of Business Services

Resource Person(s): Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities
Richard Cassell, Administrator, Office of Engineering and Construction
Phillip E. Schied, Program Manager, Office of Engineering and Construction

Recommendation

That the Board of Education approves an award of contract.

*************************************************************************

Major Maintenance Renovation Project at Milbrook Elementary School – Phase II School.

Appendix I – Recommendation for Award of Contract
Recommendation for Award of Contract
Major Maintenance Renovation Project – Milbrook Elementary School
December 18, 2001

On December 4, 2001, two (2) bids were received for the Major Maintenance Renovations at Milbrook Elementary School – Bid #3DI-REN2-170A. This project consists of renovations and upgrades to the existing heating, electrical and plumbing systems at this school. A summary of the bids is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to James W. Ancel, Inc., the lowest responsive bidder, in the amount of $2,206,000.00.

At this time, we are also requesting a 5% Change Order Allocation in the amount of $110,300.00 to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for these projects is available from the Capital Budget Project #665 – Major Maintenance.

APPROVED:

Donald F. Krempel, Ph.D.
Executive Director
Baltimore County Public Schools Renovation Program  
Milbrook Elementary School  
Bid Number: 3DI-REN2-170A  
Bid Due Date: December 4, 2001 @ 3:00PM

<table>
<thead>
<tr>
<th>Bidder's Name</th>
<th>Base Bid Price:</th>
<th>Northpoint Builders</th>
<th>Base Bid Plus Alternates # 5, 6, &amp; 7:</th>
</tr>
</thead>
<tbody>
<tr>
<td>James W. Ancel, Inc.</td>
<td>$2,177,000.00</td>
<td>$2,228,000.00</td>
<td>$2,206,000.00</td>
</tr>
<tr>
<td>Northpoint Builders</td>
<td>$2,228,000.00</td>
<td></td>
<td>$2,252,300.00</td>
</tr>
</tbody>
</table>

**Alternates:**

| Alternate # 1: Replace light fixtures in hallways. | $16,000.00 | $10,800.00 |
| Alternate # 2: Replace light fixtures in Library. | $7,000.00  | $6,500.00  |
| Alternate # 3: Replace light fixtures in Gymnasium. | $8,000.00  | $10,800.00 |
| Alternate # 4: Replace light fixtures in Cafeteria. | $6,000.00  | $4,500.00  |
| Alternate # 5: Replace toilet partitions in rooms T-1 & T-2. | $11,000.00 | $8,100.00  |
| Alternate # 6: Clean & flush entire underground drain collection system serving unit ventilators & air handling units. | $4,000.00  | $5,400.00  |
| Alternate # 7: Clean all existing supply air, return air, relief air, and outside air ductwork, louvers, grills, registers, diffusers, etc. | $14,000.00 | $10,800.00 |
| Alternate # 8: Replace existing outside air louvers of the same size serving unit ventilators | $12,000.00 | $13,000.00 |

Milbrook Elementary School Base Bid Includes: FINISHES: Replace ceilings + DOORS & WINDOWS: Close up louver in classroom doors + EQUIPMENT: Replace cafeteria service-line equipment + LIFE SAFETY: Install sprinkler system; replace fire alarm system; replace emergency lighting + PLUMBING: Replace water heater; replace selected plumbing fixtures; install new water service + ELECTRICAL: Replace selected panel boards and feeders; install additional computer power outlets + HEATING & VENTILATION: Replace existing boilers with hot water boilers; install automatic temperature control system; replace unit ventilators; replace air handling units + IT: Install computer data wiring & network equipment; install video distribution system.
DATE: December 18, 2001

TO: BOARD OF EDUCATION

FROM: Dr. J. Hairston, Superintendent

SUBJECT: Award of Contract - Major Maintenance Renovation Project at Relay Elementary School

ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE PERSON(S): Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities
Richard Cassell, Administrator, Office of Engineering and Construction
Phillip E. Schied, Program Manager, Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves an award of contract.

****************************

Major Maintenance Renovation Project at Relay Elementary School – Phase II School.

Appendix I – Recommendation for Award of Contract
Recommendation for Award of Contract
Major Maintenance Renovation Project – Relay Elementary School
December 18, 2001

On December 5, 2001, three (3) bids were received for the Major Maintenance Renovations at Relay Elementary School – Bid #3DI-REN2-162A. This project consists of renovations and upgrades to the existing heating, electrical and plumbing systems at this school. A summary of the bids is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to Phillips Way, Inc., the lowest responsive bidder, in the amount of $1,845,600.00.

At this time, we are also requesting a 5% Change Order Allocation in the amount of $92,280.00 to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for these projects is available from the Capital Budget Project #665 – Major Maintenance.

APPROVED:

[Signature]
Donald F. Krempel, Ph.D.
Executive Director
Baltimore County Public Schools Renovation Program  
Relay Elementary School  
Bid Number: 3DI-REN2-162A  
Bid Due Date: December 5, 2001 @ 11:00 AM

<table>
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<tr>
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</thead>
<tbody>
<tr>
<td><strong>Base Bid Price:</strong></td>
<td>$1,840,000.00</td>
<td>$1,948,000.00</td>
<td>$1,969,000.00</td>
</tr>
<tr>
<td><strong>Alternates:</strong></td>
<td></td>
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<tr>
<td>Alternate # 1: Replace lighting in the Library.</td>
<td>$8,500.00</td>
<td>$10,000.00</td>
<td>$12,000.00</td>
</tr>
<tr>
<td>Alternate # 2: Replace lighting in the Gym.</td>
<td>$4,700.00</td>
<td>$11,000.00</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>Alternate # 3: Replace lighting in Cafeteria.</td>
<td>$6,000.00</td>
<td>$11,000.00</td>
<td>$11,000.00</td>
</tr>
<tr>
<td>Alternate # 4: Replace toilet partitions in room T-1.</td>
<td>$9,000.00</td>
<td>$9,000.00</td>
<td>$12,000.00</td>
</tr>
<tr>
<td>Alternate # 5: Replace existing self-contained heat pump unit ventilators.</td>
<td>$139,000.00</td>
<td>$125,000.00</td>
<td>$118,000.00</td>
</tr>
<tr>
<td>Alternate # 6: Clean all existing supply air, return air, relief air and outside ductwork, louvers, grilles, etc.</td>
<td>$5,600.00</td>
<td>$10,000.00</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>Alternate # 7: Refurbish unit ventilators.</td>
<td>$52,000.00</td>
<td>$60,000.00</td>
<td>$50,000.00</td>
</tr>
<tr>
<td>Alternate # 8: Replace existing fans. Provide new insulated sound curbs or adaptor cubs. Replace all damper actuators etc.</td>
<td>$33,000.00</td>
<td>$38,000.00</td>
<td>$28,000.00</td>
</tr>
<tr>
<td>Alternate # 9: Replace Heating and Ventilating Units No, 1, 2, and 3 serving the Gym and Kitchen areas.</td>
<td>$60,000.00</td>
<td>$100,000.00</td>
<td>$105,000.00</td>
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</table>

**Base Bid Plus Alternate # 6:**  
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</thead>
<tbody>
<tr>
<td>$1,845,600.00</td>
<td>$1,958,000.00</td>
<td>$1,984,000.00</td>
</tr>
</tbody>
</table>
Relay Elementary School Base Bid Includes: FINISHES: Replace ceilings + DOORS & WINDOWS: Close up louver in classroom doors + EQUIPMENT: Replace cafeteria service-line equipment + LIFE SAFETY: Install sprinkler system; replace fire alarm system; replace emergency lighting + PLUMBING: Replace water heater: replace selected plumbing fixtures; install new water service; replace selected portions of domestic water piping + ELECTRICAL: Replace selected panel boards and feeders; install additional computer power outlets + HEATING & VENTILATION: Replace existing boilers with hot water boilers; install automatic temperature control system; upgrade heating & cooling in administration areas; replace air handling units + IT: Install computer data wiring & network equipment; install video distribution system.
DATE: December 18, 2001

TO: BOARD OF EDUCATION

FROM: Dr. J. Hairston, Superintendent

SUBJECT: Award of Contract - Major Maintenance Renovation Project at Shady Spring Elementary School

ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE PERSON(S): Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities
Richard Cassell, Administrator, Office of Engineering and Construction
Phillip E. Schied, Program Manager, Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves an award of contract.

* * * * * * * * * * * * * * * * * * * * * * * * * * *

Major Maintenance Renovation Project at Shady Spring Elementary School – Phase II School.

Appendix I – Recommendation for Award of Contract
Appendix I

Recommendation for Award of Contract
Major Maintenance Renovation Project – Shady Spring Elementary School
December 18, 2001

On November 30, 2001, six (6) bids were received for the Major Maintenance Renovations at Shady Spring Elementary School – Bid #3DI-REN2-200A. This project consists of renovations and upgrades to the existing heating, electrical and plumbing systems at this school. A summary of the bids is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to James W. Ancel, Inc., the lowest responsive bidder, in the amount of $2,195,000.00.

At this time, we are also requesting a 5% Change Order Allocation in the amount of $109,750.00 to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for these projects is available from the Capital Budget Project #665 – Major Maintenance.

APPROVED:

[Signature]
Donald F. Krempel, Ph.D.
Executive Director
Baltimore County Public Schools Renovation Program  
Shady Spring Elementary School  
Bid Number: 3DI-REN2-200A  
Bid Due Date: November 30, 2001 @ 12:00 noon

<table>
<thead>
<tr>
<th>Bidder's Name</th>
<th>Base Bid Price</th>
<th>Alternates # 1: Replace lighting as identified</th>
<th>Alternates # 2: Provide variable frequency drives for the heating pumps</th>
</tr>
</thead>
<tbody>
<tr>
<td>James W. Ancel, Inc.</td>
<td>$2,068,000.00</td>
<td>$115,000.00</td>
<td>$12,000.00</td>
</tr>
<tr>
<td>Phillip's Way, Inc.</td>
<td>$2,195,000.00</td>
<td>$115,000.00</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Chilmar Corporation</td>
<td>$2,197,000.00</td>
<td>$148,000.00</td>
<td>$8,000.00</td>
</tr>
<tr>
<td>John E. Day Associates, Inc.</td>
<td>$2,267,500.00</td>
<td>$134,200.00</td>
<td>$12,500.00</td>
</tr>
<tr>
<td>North Point Builders, Inc.</td>
<td>$2,268,000.00</td>
<td>$132,400.00</td>
<td>$6,000.00</td>
</tr>
</tbody>
</table>

Shady Spring Elementary School Base Bid Includes: FINISHES: Replace selected ceilings + EQUIPMENT: Replace cafeteria service-line equipment + LIFE SAFETY: Install sprinkler system; replace fire alarm system + PLUMBING: Replace water heater; install new water service; upgrade gas service; ADA upgrades + ELECTRICAL: Replace selected panel boards and feeders; install additional computer power outlets + HEATING & VENTILATION: Install automatic temperature control system; replace chiller; replace air handlers; upgrade heating & cooling in administration areas + IT: Install computer data wiring, network equipment, and video distribution system.
DATE: December 18, 2001

TO: BOARD OF EDUCATION

FROM: Dr. J. Hairston, Superintendent

SUBJECT: Award of Contract - Major Maintenance Renovation Project at Seventh District Elementary School

ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE PERSON(S): Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities
Richard Cassell, Administrator, Office of Engineering and Construction
Phillip E. Schied, Program Manager, Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves an award of contract.

*****************************************************

Major Maintenance Renovation Project at Seventh District Elementary School – Phase II School.

Appendix I – Recommendation for Award of Contract
On November 30, 2001, five (5) bids were received for the Major Maintenance Renovations at Seventh District Elementary School - Bid #3DI-REN2-054A. This project consists of renovations and upgrades to the existing heating, electrical and plumbing systems at this school. A summary of the bids is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to Phillips Way, Inc., the lowest responsive bidder, in the amount of $1,230,000.00.

At this time, we are also requesting a 5% Change Order Allocation in the amount of $61,500.00 to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for these projects is available from the Capital Budget Project #665 – Major Maintenance.

APPROVED:

Donald F. Krempel, Ph.D.
Executive Director
Baltimore County Public Schools Renovation Program
Seventh District Elementary School
Bid Number: 3D1-REN2-054A
Bid Due Date: November 30, 2001 @ 2:00PM

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</thead>
<tbody>
<tr>
<td>Base Bid Price:</td>
<td>$1,188,000.00</td>
<td>$1,237,650.00</td>
<td>$1,218,000.00</td>
<td>$1,345,000.00</td>
<td>$1,997,000.00</td>
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</table>

<table>
<thead>
<tr>
<th>Alternates:</th>
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</thead>
<tbody>
<tr>
<td>Alternate # 1: Replace self-contained air conditioning units in the administrative area.</td>
<td>$33,000.00</td>
<td>$19,500.00</td>
<td>$30,000.00</td>
<td>$190,000.00</td>
<td>$28,000.00</td>
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<tr>
<td>Alternate # 2: Remove existing domestic water storage tank.</td>
<td>$9,000.00</td>
<td>$15,590.00</td>
<td>$25,000.00</td>
<td>$15,000.00</td>
<td>$15,000.00</td>
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<tr>
<td>Alternate # 3: Provide a DDC control system for chilled water, air handling units, and fans. Provide electrical controls for hot water convectors, wall hung radiation, and horizontal unit heaters.</td>
<td>$114,000.00</td>
<td>$118,450.00</td>
<td>$128,000.00</td>
<td>$125,000.00</td>
<td>$128,000.00</td>
</tr>
</tbody>
</table>

| Base Bid Plus Alternates # 1 & # 2: | $1,230,000.00 | $1,272,740.00 | $1,273,000.00 | $1,550,000.00 | $2,040,000.00 |

Seventh District Elementary School Base Bid Includes: FINISHES: Replace selected ceilings + EQUIPMENT: Replace cafeteria service-line equipment + LIFE SAFETY: Install sprinkler system; modify fire alarm system; repair emergency lighting + PLUMBING: Replace water heater; replace selected portions of domestic water piping; ADA upgrades + ELECTRICAL: Install additional computer power outlets + HEATING & VENTILATION: Replace existing hot water boilers; install automatic temperature control system; upgrade heating & cooling in administration areas + IT: Install computer data wiring, network equipment, and video distribution system.
DATE: December 18, 2001
TO: BOARD OF EDUCATION
FROM: Dr. J. Hairston, Superintendent
SUBJECT: Award of Contract - Major Maintenance Renovation Project at Warren Elementary School

ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE PERSON(S): Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities
Richard Cassell, Administrator, Office of Engineering and Construction
Phillip E. Schied, Program Manager, Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves an award of contract.

*****************************************************

Major Maintenance Renovation Project at Warren Elementary School – Phase II School.

Appendix I – Recommendation for Award of Contract
Recommendation for Award of Contract
Major Maintenance Renovation Project – Warren Elementary School
December 18, 2001

On November 30, 2001, six (6) bids were received for the Major Maintenance Renovations at Warren Elementary School – Bid #3DI-REN2-186A. This project consists of renovations and upgrades to the existing heating, electrical and plumbing systems at this school. A summary of the bids is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to North Point Builders, Inc., the lowest responsive bidder, in the amount of $1,494,000.00.

At this time, we are also requesting a 5% Change Order Allocation in the amount of $74,700.00 to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for these projects is available from the Capital Budget Project #665 – Major Maintenance.

APPROVED:

Donald F. Krempel, Ph.D.
Executive Director
Baltimore County Public Schools Renovation Program
Warren Elementary School
Bid Number: 3DI-REN2-186A
Bid Due Date: November 30, 2001 @ 4:00PM

<table>
<thead>
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<tr>
<td>Base Bid Price</td>
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<td>$1,619,600.00</td>
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<td>$1,668,000.00</td>
<td>$1,671,000.00</td>
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<tr>
<td>Alternates:</td>
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<tr>
<td>Alternate # 1: Replace</td>
<td>$89,000.00</td>
<td>$92,125.00</td>
<td>$97,000.00</td>
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<td>existing interior lighting</td>
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<tr>
<td>fixtures.</td>
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<tr>
<td>Alternate # 2: Replace</td>
<td>$18,500.00</td>
<td>$16,720.00</td>
<td>$20,000.00</td>
<td>$18,000.00</td>
<td>$21,000.00</td>
<td>$16,000.00</td>
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<tr>
<td>interior speakers and</td>
<td></td>
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<td>associated cabling, and</td>
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<td>clock cabling.</td>
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<tr>
<td>Alternate # 3: Replace</td>
<td>$38,000.00</td>
<td>$43,400.00</td>
<td>$32,000.00</td>
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<td>self-contained ventilation</td>
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<td>units in Parks &amp; Recreation</td>
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<tr>
<td>Area.</td>
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<tr>
<td>Alternate # 4: Replace</td>
<td>$118,000.00</td>
<td>$123,500.00</td>
<td>$104,000.00</td>
<td>$118,000.00</td>
<td>$102,000.00</td>
<td>$124,000.00</td>
</tr>
<tr>
<td>exhaust fans and provide heat</td>
<td></td>
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<tr>
<td>recovery ventilation units.</td>
<td></td>
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<tr>
<td>Base Bid Only, Using No</td>
<td>$1,494,000.00</td>
<td>$1,619,600.00</td>
<td>$1,643,000.00</td>
<td>$1,668,000.00</td>
<td>$1,671,000.00</td>
<td>$1,810,000.00</td>
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<tr>
<td>Alternates.</td>
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</table>

Warren Elementary School Base Bid Includes: FINISHES: Replace selected ceilings + EQUIPMENT: Replace cafeteria service-line equipment + LIFE SAFETY: Install sprinkler system; replace fire alarm system + PLUMBING: Replace water heater; install new water service; gas system upgrades; ADA upgrade + ELECTRICAL : Replace selected panel boards and feeders; install additional computer power outlets + HEATING & VENTILATION: Replace air handling units + IT: Install computer data wiring, network equipment and video distribution system.
DATE: December 18, 2001

TO: BOARD OF EDUCATION

FROM: Dr. J. Hairston, Superintendent

SUBJECT: Award of Contract - Major Maintenance Renovation Project at Woodbridge Elementary School

ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE PERSON(S): Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities
Richard Cassell, Administrator, Office of Engineering and Construction
Phillip E. Schied, Program Manager, Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves an award of contract.

**************************************************************************

Major Maintenance Renovation Project at Woodbridge Elementary School – Phase II School.

Appendix I – Recommendation for Award of Contract
Recommendation for Award of Contract
Major Maintenance Renovation Project – Woodbridge Elementary School
December 18, 2001

On November 26, 2001, five (5) bids were received for the Major Maintenance Renovations at Woodbridge Elementary School – Bid #3DI-REN2-196A. This project consists of renovations and upgrades to the existing heating, electrical and plumbing systems at this school. A summary of the bids is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to Jack H. Kidd, Associates, Inc., the lowest responsive bidder, in the amount of $2,154,500.00.

At this time, we are also requesting a 5% Change Order Allocation in the amount of $107,725.00 to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for these projects is available from the Capital Budget Project #665 – Major Maintenance.

APPROVED:

Donald F. Krempel, Ph.D.
Executive Director
Baltimore County Public Schools Renovation Program
Woodbridge Elementary School
Bid Number: 3D1-REN2-196A
Bid Due Date: November 26, 2001 @ 3:00 PM

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<tr>
<td>Base Bid Price</td>
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<td>$2,175,000.00</td>
<td>$2,198,800.00</td>
<td>$2,292,000.00</td>
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<tr>
<th>Alternates:</th>
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<tbody>
<tr>
<td>Alternate # 1: Replace existing interior lighting fixtures.</td>
<td>$133,500.00</td>
<td>$160,000.00</td>
<td>$150,300.00</td>
<td>$107,000.00</td>
<td>$146,000.00</td>
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<tr>
<td>Alternate # 2: Replace interior speakers and associated cabling, and clock cabling, throughout the building.</td>
<td>$9,500.00</td>
<td>$17,000.00</td>
<td>$50,900.00</td>
<td>$33,000.00</td>
<td>$18,000.00</td>
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<tr>
<td>Alternate # 3: Replace ceiling panels.</td>
<td>$53,000.00</td>
<td>$77,000.00</td>
<td>$83,200.00</td>
<td>$51,400.00</td>
<td>$110,000.00</td>
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<tr>
<td>Alternate # 4: Replace the existing steam boilers and hot water pumps, heat exchanger and associated controls.</td>
<td>$108,500.00</td>
<td>$107,000.00</td>
<td>$72,100.00</td>
<td>$98,000.00</td>
<td>$15,000.00</td>
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</tbody>
</table>

| Base Bid Plus Alternate # 4 | $2,154,500.00 | $2,241,000.00 | $2,247,100.00 | $2,296,800.00 | $2,307,000.00 |

Woodbridge Elementary School Base Bid Includes: (Note: Alternates are not included). FINISHES: Replace selected ceilings + DOORS & WINDOWS: Close up louver in classroom doors + EQUIPMENT: Replace cafeteria service-line equipment + LIFE SAFETY: Install sprinkler system; replace fire alarm system + PLUMBING: Replace water heater; install new water service; ADA upgrades + ELECTRICAL: Replace selected panel boards and feeders; install additional computer power outlets + HEATING & VENTILATION: Replace existing boilers with hot water boilers; install automatic temperature control system; upgrade heating & cooling in administration areas; replace chiller; replace rooftop HVAC equipment; replace exhaust units + IT: Install computer data wiring & network equipment; install video distribution system.
Baltimore County Public Schools

Date: December 18, 2001

To: Board of Education

From: Dr. J. Hairston, Superintendent

Subject: Award of Contract – Science Classroom Renovations at Carver Center for Arts and Technology

Originator: J. Robert Haines, Deputy Superintendent of Business Services

Resource Person(s): Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities
                    Richard Cassell, Administrator, Office of Engineering and Construction
                    Mohammed Mufti, Architect, Office of Engineering and Construction

Recommendation

That the Board of Education approves an award of contract.

*************************************************************************

Science Classroom Renovations at Carver Center for Arts and Technology.

Appendix I – Recommendation for Award of Contract
Appendix I

Recommendation for Award of Contract
Science Classroom Renovations – Carver Center for Arts and Technology
December 18, 2001

On November 21, 2001, seven (7) bids were received for the renovations of science rooms at Carver Center for Arts and Technology - Bid #5-526-02. This project consists of replacing all laboratory casework, lighting, flooring, ceilings, and heating and ventilation systems in three science rooms, two preparation rooms, and one student project room. A summary of the bids received is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to J.A.K. Construction, Inc., the lowest responsive bidder, in the amount of $610,200.00 for the Base Bid and both Add Alternates. The Add Alternates consist of replacing the windows in the rooms to be renovated and replacing the ceilings in the hallway adjacent to the rooms to be renovated.

At this time, we also request approval of a 10% Change Order Allocation in the amount of $61,020.00, to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for this project is available in Capital Budget Project #666 – Alterations/Code Updates/Restorations.

APPROVED:

[Signature]
Donald F. Krempel, Ph.D.
Executive Director
### Baltimore County Public Schools
### Science Classrooms Renovation – Carver Center for Arts & Technology
### Bid Number: 5-526-02
### November 21, 2001

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<td>Base Bid Price:</td>
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<td>$648,000.00</td>
<td>$686,000.00</td>
<td>$687,000.00</td>
<td>$657,000.00</td>
<td>$678,300.00</td>
<td>$698,500.00</td>
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<tr>
<td>Alternate #1: Replace windows in rooms to be renovated</td>
<td>$21,000.00</td>
<td>$12,000.00</td>
<td>$23,800.00</td>
<td>$25,000.00</td>
<td>$67,000.00</td>
<td>$63,800.00</td>
<td>$69,227.00</td>
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<tr>
<td>Alternate #2: Replace ceiling in hallway adjacent to rooms to be renovated</td>
<td>$1,200.00</td>
<td>$2,800.00</td>
<td>$2,500.00</td>
<td>$3,000.00</td>
<td>$3,500.00</td>
<td>$3,500.00</td>
<td>$5,000.00</td>
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<tr>
<td>Base Bid Plus Add Alternates #1 &amp; #2</td>
<td>$610,200.00</td>
<td>$662,800.00</td>
<td>$712,300.00</td>
<td>$715,000.00</td>
<td>$727,500.00</td>
<td>$745,600.00</td>
<td>$772,727.00</td>
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</table>
DATE: December 18, 2001
TO: BOARD OF EDUCATION
FROM: Dr. J. Hairston, Superintendent
SUBJECT: Award of Contract – Science Classroom Renovations at Sparrows Point High School
ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE PERSON(S): Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities
Richard Cassell, Administrator, Office of Engineering and Construction
Mohammed Mufti, Architect, Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves an award of contract.

******************************************************************************

Science Classroom Renovations at Sparrows Point High School.

Appendix I – Recommendation for Award of Contract
On November 29, 2001, eight (8) bids were received for the renovation of science rooms at Sparrows Point High School - Bid #5-528-02. This project consists of replacing all laboratory casework, lighting, flooring, ceilings, and heating and ventilation systems in six science rooms, five preparation rooms, and one student project room. A summary of the bids received is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to North Point Builders, Inc., the lowest responsive bidder, in the amount of $1,090,000.00 for the Base Bid plus Add Alternate #1. This Add Alternate will provide a trailer to store science equipment during construction on this project.

At this time, we also request approval of a 10% Change Order Allocation in the amount of $109,000.00, to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for this project is available in Capital Budget Project #666 – Alterations/Code Updates/Restorations.

APPROVED:

Donald F. Krempel, Ph.D.
Executive Director
### Bidder's Name

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<td><strong>Base Bid Price:</strong></td>
<td>$1,088,000.00</td>
<td>$1,139,000.00</td>
<td>$1,149,000.00</td>
<td>$1,163,000.00</td>
<td>$1,167,000.00</td>
<td>$1,187,000.00</td>
<td>$1,213,000.00</td>
<td>$1,227,700.00</td>
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<tr>
<td><strong>Add Alternate #1:</strong></td>
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<td>$500.00</td>
</tr>
<tr>
<td><strong>Provide storage trailer for science lab equipment</strong></td>
<td>$2,000.00</td>
<td>$4,000.00</td>
<td>$1,200.00</td>
<td>$2,000.00</td>
<td>$6,00.00</td>
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<tr>
<td><strong>Base Bid Plus Alternate #1:</strong></td>
<td>$1,090,000.00</td>
<td>$1,143,000.00</td>
<td>$1,150,200.00</td>
<td>$1,165,000.00</td>
<td>$1,167,006.00</td>
<td>$1,188,400.00</td>
<td>$1,214,400.00</td>
<td>$1,228,200.00</td>
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DATE: December 18, 2001
TO: BOARD OF EDUCATION
FROM: Dr. J. Hairston, Superintendent
SUBJECT: Award of Contract – Reroofing Project at Catonsville Middle School

ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE PERSON(S): Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities
Cornell S. Brown, Administrator, Office of Comprehensive Maintenance
MacArthur Chavis, Project Administrator, Supervisor, Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves an award of contract.

* * * * * * * * * * * * * * * * * * * * * * * * * * *

Reroofing Project at Catonsville Middle School.

Appendix I – Recommendation for Award of Contract
On November 27, 2001, twelve (12) bids were received for the replacement of the roof at Catonsville Middle School - Bid #3-335-02. This project consists of replacing the existing roof with a new four-ply, built-up roofing system. A summary of the bids received is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to Citiroof Corporation, Inc., the lowest responsive bidder, in the amount of $510,597.00.

At this time, we also request approval of a 10% Change Order Allocation in the amount of $51,059.00 to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for this project is available in Capital Budget Project #671 - Roof Rehabilitation.

Approved:

Donald F. Krempel, Ph.D.
Executive Director
Baltimore County Public Schools Renovation Program
Catonsville Middle School
Bid Number: 3-335-02
Bid Due Date: November 27, 2001

<table>
<thead>
<tr>
<th>Bidder's Name</th>
<th>Base Bid Price:</th>
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<tbody>
<tr>
<td>Citiroof Corporation Inc.</td>
<td>$510,597</td>
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<tr>
<td>KI Construction Company, Inc.</td>
<td>$518,400</td>
</tr>
<tr>
<td>Top Construction Company, Inc.</td>
<td>$549,000</td>
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<tr>
<td>Alliance Roofing</td>
<td>$557,295</td>
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<tr>
<td>Brothers Construction Company, Inc.</td>
<td>$573,800</td>
</tr>
<tr>
<td>Interstate Corporation</td>
<td>$579,000</td>
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<tr>
<td>J &amp; R Roofing Company, Inc.</td>
<td>$616,792</td>
</tr>
<tr>
<td>R D Bean, Inc.</td>
<td>$636,385</td>
</tr>
<tr>
<td>Heidler Roofing</td>
<td>$649,980</td>
</tr>
<tr>
<td>National Roofing Company, Inc.</td>
<td>$657,000</td>
</tr>
<tr>
<td>DDP Contracting Company, Inc.</td>
<td>$662,000</td>
</tr>
<tr>
<td>Cole Roofing, Company, Inc.</td>
<td>$665,414</td>
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</tbody>
</table>
DATE: December 18, 2001

TO: BOARD OF EDUCATION

FROM: Dr. J. Hairston, Superintendent

SUBJECT: Award of Contract – Networking/Electrical Upgrades at Deep Creek Middle School, Loch Raven Academy, Middle River Middle School, and Pine Grove Middle School

ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE PERSON(S): Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities
Richard Cassell, Administrator, Office of Engineering and Construction
Valdimir Mukassey, Electrical Engineer, Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves an award of contract.

* * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * *

Networking/Electrical Upgrades at Deep Creek Middle School, Loch Raven Academy, Middle River Middle School, and Pine Grove Middle School

Appendix I – Recommendation for Award of Contract
Appendix I

Recommendation for Award of Contract
Networking/Electrical Upgrades At Deep Creek Middle School, Loch Raven Academy, Middle River Middle School, and Pine Grove Middle School
December 18, 2001

On December 7, 2001, six (6) bids were received to provide Networking/Electrical Upgrade at Deep Creek Middle School, Loch Raven Academy, Middle River Middle School, and Pine Grove Middle School - Bid # 5-533-02. These projects consist of providing all labor, equipment, materials, and services to install new power, structured data cabling, video distribution, and voice telecommunications wiring systems. A summary of the bids received is attached. Based on the bids received, the Department of Physical Facilities recommends the award of contracts to Denver-Elek-Langrill Electrical Contractors, Inc., the lowest responsive bidder for Deep Creek Middle School, in the amount of $510,000.00; Synodinos & Associates, Inc., the lowest responsive bidder for Loch Raven Academy, in the amount of $513,800.00; Action Electrical Contractors, Inc., the lowest responsive bidder for Middle River Middle, in the amount of $414,000.00; and Action Electric Contractors, Inc., the lowest responsive bidder for Pine Grove Middle School, in the amount of $475,000.00.

At this time, we also request approval of a 10% Change Order Allocations for each of these contracts in the following amounts: $51,000.00 for Denver-Elek-Langrill Electrical Contractors, Inc., at Deep Creek Middle School; $51,380.00 for Synodinos & Associates, Inc., at Loch Raven Academy; $41,400.00 for Action Electrical Contractors, Inc., at Middle River Middle School; and $47,500.00 for Action Electrical Contractors, Inc., at Pine Grove Middle School. These Change Order Allocations are to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for these projects is available in Capital Budget Project #665 – Major Maintenance.

APPROVED:

Donald F. Krempel, Ph.D.
Associate Superintendent
Baltimore County Public Schools  
Networking/Electrical Upgrades at Deep Creek Middle School, Loch Raven Academy, Middle River Middle School, and Pine Grove Middle School
Bid Number: 5-533-02  
December 7, 2001

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<td>Deep Creek Middle School</td>
<td>$544,000.00</td>
<td>$789,000.00</td>
<td>$510,000.00</td>
<td>$633,940.00</td>
<td>$610,900.00</td>
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<td>Loch Raven Academy</td>
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<td>$636,950.00</td>
<td>No Bid</td>
<td>$535,725.00</td>
<td>$513,800.00</td>
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<td>Middle River Middle School</td>
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<td>$492,052.00</td>
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<td>Pine Grove Middle School</td>
<td>$475,000.00</td>
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<td>No Bid</td>
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<td>$677,985.00</td>
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Appendix I

Request for Change Order
Major Maintenance Renovation Project – Edmondson Heights Elementary School
December 18, 2001

On December 19, 2000, the Board of Education approved an award of contract with Phillips Way, Inc. to perform work under the Major Maintenance Renovation Program at Edmondson Heights Elementary School. In order to complete this project, it has been necessary to incorporate additional wiremold raceway containing duplex receptacle outlets with the associated conduit and wiring. These additional receptacles are a necessary part of the power requirements needed to support the new IT work. This additional work was not included in the original scope of work for this firm.

The Department of Physical Facilities has received a proposal from the Contractor in the amount of $61,953.00 to complete the additional scope of work. This cost has been reviewed by our consultant for this project and negotiations are on-going. Based upon this review, we recommend approval of a change order in the not-to-exceed amount of $61,953.00 with Phillips Way, Inc. to provide the additional wiremold raceway system for the new IT work.

Funding for this Change Order is available from Capital Budget Project # 665 – Major Maintenance.

APPROVED:

Donald F. Krempel, Ph.D.
Associate Superintendent
Meeting Opened by Joseph Pallozzi at 7:10 pm.

Meeting Attendance: Thirty-eight (38)

Open Session: Elementary Reading Series

- Reading program consists of phonics, word identification, word study, spelling, comprehension and writing.
- Program cost $2,700,000. All Baltimore County K thru 3rd grades use the same books.
- Story selections include fiction and non-fiction.
- Teacher assessment pre and post. Teachers received three hours of training from the publisher for each kit (total of six hours). In-house training ongoing.
- Parent Liaison: June Bowers (410) 887-4039.
- Reading groups or classes are both tools used to combine reading abilities. The number of teachers per school can alter method. Grouping is up to each individual school.
- Model reading – parents should read to their children.

Closed Session:

- Tracey Weinkam voice concern of a Westchester parent who was questioning the 20 min. delay in the start of the AM kindergarten class instruction. Children listen to music during this time period. Parent feels it's wasted time. Principal call it “transition” time.
- Kindergarten – different approaches vary with individual teachers and schools.
- Two student advisory members have yet to make a meeting. They will be contacted.
- Cell phones – are they allowed? Dr. Milbourne states determination made on a system-by-system basis. Action Item: Dr. Milbourne to contact Dr. Mohler for an update.
- Dr. Milbourne commented that parent questions/comments were focused and relevant. Parents are supportive of the new reading program. Parent and teachers are partners in the learning process.
- Alana Wase expressed question regarding high school athletics vs. low g.p.a. Action Item: Dr. Milbourne to obtain copy of policy. This information should be shared with other councils.

Upcoming Meetings:

Southwest Advisory Council
http://myschoolonline.com/md/swadvisory
Meeting Minutes - November, 2001
Topic: New Elementary Reading Series – Location: Arbutus Elementary

In Attendance: Absent:
Dawn Baker Carl Klein
Jane Davis Deray McKesson
Samuel Macer Anita Newkirk
Lisa Orens (Vice Chair) Marquita Saunders
Joseph Pallozzi (Chair) Sabria Smith
Alana Wase
Tracey Weinkam

In Attendance: Absent:
Dawn Baker Carl Klein
Jane Davis Deray McKesson
Samuel Macer Anita Newkirk
Lisa Orens (Vice Chair) Marquita Saunders
Joseph Pallozzi (Chair) Sabria Smith
Alana Wase
Tracey Weinkam

Meeting Opened by Joseph Pallozzi at 7:10 pm.

Meeting Attendance: Thirty-eight (38)

Open Session: Elementary Reading Series

- Reading program consists of phonics, word identification, word study, spelling, comprehension and writing.
- Program cost $2,700,000. All Baltimore County K thru 3rd grades use the same books.
- Story selections include fiction and non-fiction.
- Teacher assessment pre and post. Teachers received three hours of training from the publisher for each kit (total of six hours). In-house training ongoing.
- Parent Liaison: June Bowers (410) 887-4039.
- Reading groups or classes are both tools used to combine reading abilities. The number of teachers per school can alter method. Grouping is up to each individual school.
- Model reading – parents should read to their children.

Closed Session:

- Tracey Weinkam voice concern of a Westchester parent who was questioning the 20 min. delay in the start of the AM kindergarten class instruction. Children listen to music during this time period. Parent feels it’s wasted time. Principal call it “transition” time.
- Kindergarten – different approaches vary with individual teachers and schools.
- Two student advisory members have yet to make a meeting. They will be contacted.
- Cell phones – are they allowed? Dr. Milbourne states determination made on a system-by-system basis. Action Item: Dr. Milbourne to contact Dr. Mohler for an update.
- Dr. Milbourne commented that parent questions/comments were focused and relevant. Parents are supportive of the new reading program. Parent and teachers are partners in the learning process.
- Alana Wase expressed question regarding high school athletics vs. low g.p.a. Action Item: Dr. Milbourne to obtain copy of policy. This information should be shared with other councils.
• December 6, 2002: Topic, Joint Advisory Boards. 
  Tour 7:00pm/Meeting 7:30pm. Location: Cockeysville Middle School
  Tour 7:00pm/Meeting 7:30pm. Location: Landsdowne High School
• February 20, 2002: Topic, Special Education. Note: Specific topic to be determined.
  Tour 7:00pm/Meeting 7:30pm. Location: Baltimore Highland Elementary

Respectfully Submitted by,

Dawn Baker, Secretary

cc: All Meeting Attendees
  Mr. Kennedy
  Dr. Milbourne
  Ms. Zepp
Projected enrollment for 2002 through 2011 is provided by area and by school. Systemwide enrollment is projected to grow through 2004; to drop in 2005 and 2006; and begin to rise again in 2007 through 2011. Steady growth throughout the decade is projected in the Northwest Area only. The other four areas will all go through varying periods of declining enrollments before increasing again. Only the Southeast Area is projected to still be below its 2001 enrollment in 2011.
### Projections for Baltimore County Public Schools, September 30 2002 - 2011

**Revised 12/7/01 DRAFT**

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All numbers based on September 30 of given year.

**SPECIFIC NOTES:**
- Randallstown ES is undergoing construction of an addition. Their PS and KDG children are currently at Campfield.
  - Completion date, and attraction of new addition may impact enrollments.
- Pending MSDE policy may mandate all KDG programs to full day at all schools, as well as additional PS.
- Pending ESOL and Special ED program relocation may require some redistribution of students.

**Revisions:** 12/7/01 Draft Release
### Projections for Baltimore County Public Schools, September 30 2002-2011, Southwest Area

Revised 12/7/01

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**SW ELEMENTARY TOTAL**

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| SW MIDDLE TOTAL | 5091  | 4591  | 4662  | 4660  | 4694  | 4725  | 4763  | 4768  | 4747  | 4734  | 4745  | 4785  |

| Catonsville High       | 1923  | 1405  | 1465  | 1484  | 1489  | 1509  | 1514  | 1512  | 1524  | 1528  | 1531  | 1545  |
| Lansdowne High         | 1615  | 1213  | 1236  | 1255  | 1324  | 1335  | 1349  | 1350  | 1342  | 1339  | 1359  | 1360  |
| Western Tech           | 1121  | 1036  | 1036  | 1036  | 1036  | 1036  | 1036  | 1036  | 1036  | 1036  | 1036  | 1036  |
| Woodlawn High          | 1645  | 1835  | 1896  | 1960  | 2009  | 2049  | 2055  | 2071  | 2091  | 2074  | 2065  | 2050  |

**SW HIGH TOTAL**

|              | 6304  | 5489  | 5633  | 5735  | 5858  | 5929  | 5954  | 5969  | 5993  | 5977  | 5991  | 5991  |

**SW AREA TOTAL**

|              | 22445 | 20666 | 20712 | 20889 | 21129 | 21200 | 21263 | 21294 | 21311 | 21299 | 21324 | 21398 |

All numbers based on September 30 of given year.
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| Deer Park Middle     | 1445           | 1309 | 1407 | 1422 | 1435 | 1473 | 1493 | 1500 | 1475 | 1460 | 1445 | 1420 |
| Franklin Middle      | 1505           | 1480 | 1512 | 1497 | 1478 | 1500 | 1513 | 1530 | 1546 | 1562 | 1575 | 1590 |
| Old Court Middle     | 1230           | 1087 | 1127 | 1160 | 1225 | 1235 | 1253 | 1268 | 1302 | 1310 | 1339 | 1360 |
| Pikesville Middle    | 1130           | 1102 | 1122 | 1160 | 1173 | 1176 | 1170 | 1166 | 1175 | 1179 | 1185 | 1203 |
| Sudbrook Middle      | 1145           | 986  | 1021 | 1020 | 1020 | 1020 | 1020 | 1020 | 1020 | 1020 | 1020 | 1020 |
| NW MIDDLE TOTAL      | 6455           | 5964 | 6189 | 6259 | 6331 | 6404 | 6449 | 6484 | 6518 | 6531 | 6564 | 6593 |

| Franklin High        | 1695           | 1434 | 1497 | 1521 | 1543 | 1551 | 1578 | 1595 | 1610 | 1625 | 1630 | 1615 |
| Milford Mill Academy | 1390           | 1474 | 1540 | 1576 | 1581 | 1615 | 1604 | 1585 | 1589 | 1588 | 1573 | 1560 |
| Owings Mills High    | 1213           | 1377 | 1398 | 1407 | 1471 | 1502 | 1489 | 1512 | 1461 | 1425 | 1430 | 1458 |
| Pikesville High      | 1135           | 1072 | 1131 | 1130 | 1136 | 1140 | 1147 | 1156 | 1143 | 1124 | 1118 | 1100 |
| Randallstown High    | 1528           | 1635 | 1703 | 1732 | 1788 | 1790 | 1797 | 1820 | 1837 | 1845 | 1850 | 1865 |
| NW HIGH TOTAL        | 6961           | 6992 | 7269 | 7366 | 7519 | 7598 | 7615 | 7668 | 7640 | 7607 | 7601 | 7598 |

| NW AREA              | 23837          | 22934| 23385| 23816| 24163| 24454| 24636| 24844| 24981| 25132| 25340| 25535|

All numbers based on September 30 of given year.
## Projections for Baltimore County Public Schools, September 30 2002-2011, Central Area

Revised 12/7/01  
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All numbers based on September 30 of given year.
## Projections for Baltimore County Public Schools, September 30 2002-2011, Northeast Area

**Revised 12/7/01 DRAFT**

All numbers based on September 30 of given year.

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### Projections for Baltimore County Public Schools, September 30 2002-2011, Southeast Area

Revised 12/7/01

**DRAFT**

All numbers based on September 30 of given year.

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All numbers based on September 30 of given year.
Executive Summary of the Third Party Billing Annual Report
2000-2001 School Year

On July 1, 1998, President Ronald Reagan signed into law Public Law 100-360. This law contained an extensive overhaul of the Medicare program, but also included language that allowed for school districts to bill Medicaid for services provided to children who meet two criteria: The student must be in the special education program, and must also have Medicaid benefits.

In the spring of 1992, Baltimore County Public Schools began to implement a billing process to obtain reimbursement from Medicaid for services provided to special education students. Services provided by Speech/Language Pathologists, Audiologists, Occupational Therapists, Physical Therapists, Psychologists, Nurses, and school Social Workers became eligible for reimbursement.

In 1994, the Maryland Department of Health and Mental Hygiene and the Maryland State Department of Education implemented a process for the billing of case management services. Case Management services are considered as the coordination and monitoring of the delivery of IEP services, including the extensive preparation required for IEP Team meetings. In most cases in Baltimore County, the case manager is the Special Education Teacher, or the Speech/Language Pathologist.

The Maryland Department of Health and Mental Hygiene and the Maryland State Department of Education began implementing a program of billing for transportation services in 1996. This program was approved and billing began in fiscal year 1998. In order for BCPS to bill, a student must have an IEP, have Medicaid benefits, and have specialized transportation delineated in the IEP. In addition, the district must show that the student received a Medicaid covered service during the day for billing to occur.

The Office of Third Party Billing currently bills Medicaid for all services associated with each of these programs.

**Highlights of the 2000-2001 school year**

The reimbursement of revenue from Medicaid has increased from $6,919,254.60 to $8,037,182.05, from FY 2000 to FY 2001. This amounts to a 16.15% increase in the reimbursement to BCPS.
The Baltimore County Public Schools has increased the identification of Medicaid eligible students from 3,836 to 4,348, from FY 2000 to FY 2001, and increase of 13.3%. This increase can be attributed to a multitude of factors, but most importantly the efforts of Principals, IEP Chairs, Special Education staff, and Related Service providers to secure Medicaid information from parents.

The Office of Third Party Billing also completed a revision of the Third Party Billing brochure, a publication designed for parents and guardians to understand the program and how it operates.

School-based training sessions were also provided to case managers at the request of the Principal or the IEP Chair. Each of these sessions usually take between 30-45 minutes and allow the special education staff at the schools to gain specific knowledge of their role in the Third Party Billing process. For schools with high turnover in their special education staff, this component is critical to the success of the Third Party Billing program. During the 2000-2001 school year, 27 training sessions were held at schools for case managers.

The Office of Third Party Billing has an incentive program that is designed to encourage and reward the efforts of school based staff and administrators in implementing this program. On an annual basis, Certificates of Achievement are awarded to schools that submit 95% or more of their potential case management encounter data to the Office of Third Party Billing. For the 2000-2001 school year, 137 certificates were awarded to schools. Many of these certificates are on display in the lobbies of our schools.

**Next Steps for the program**

On July 1, 2001, the State of Maryland implemented a new program, the Autism waiver. The autism waiver is specifically designed to provide assistance and relief to families of children who are autistic. Through this program, the school district can receive hourly reimbursement for services such as intensive day habilitation, usually provided by a special education teacher and one on one aide. While the process of getting a student onto the waiver is cumbersome, it is anticipated that significant funds will be recovered by BCPS for these efforts. The Office of Third Party Billing, Department of Special Education, and the Department of Student Support Services are working collaboratively to ensure that this program is implemented properly.

In 1996, President William Clinton signed a bill into legislation concerning the privacy of records, now known as the Health Insurance Privacy and Portability Act (HIPPA). HIPPA requires that a standard billing system for Medicaid be implemented by all states by October 16, 2002. This will require that the Office of Third Party Billing make changes to our billing system to be in compliance with the State of Maryland. The Office of Third Party Billing and the Department of Information Technology will be planning the implementation of the HIPPA requirements.