

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: October 14, 2002
TO: BOARD OF EDUCATION
FROM: Dr. J. Hairston, Superintendent
SUBJECT: Recommendations for Award of Contracts
Board Exhibit – October 22, 2002
ORIGINATOR: Robert Haines, Deputy Superintendent of Business Services
RESOURCE
PERSON(S): Patrick Fannon, Controller; Rick Gay, Purchasing Manager

RECOMMENDATION

That the Board of Education approves the recommendations for award of contracts Board Exhibit for the October 22, 2002, board meeting.

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

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Appendix I – Recommendations for Award of Contracts – Board Exhibit

**Recommendations for Award of Contracts
Board Exhibit – October 22, 2002**

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

1. Contracted Services: Evaluation **Estimated Award Value \$20,980
of Magnet School Programs--Additional Services
RFP #4-421-02**

On March 26, 2002, the Board of Education approved a Request for Proposal (RFP) for a consultant to evaluate the magnet schools and their programs (curriculum and instruction, admissions criteria, effective use of human and material resources, and student outcomes). The Office of Gifted Education/Magnet Programs has determined that additional services are required to complete this evaluation.

The award bidder, Phale Hale Education Consulting, Inc., will conduct a survey (via mail) of parents and students in Baltimore County Public Schools regarding their opinions and attitudes about our magnet schools. This survey will address the following parent/student populations regarding their satisfaction with the magnet program.

1. Students (grade 12) attending magnet schools
2. Students (grades 5 and 8) who are potential applicants to magnet schools
3. Parents of students (grade 12) attending magnet schools
4. Parents of students (grades 5 and 8) who are potential applicants to magnet schools

Following the compilation of the survey results, a series of focus groups for each of the target populations will be conducted to validate the survey findings. Phale Hale Education Consulting, Inc., will then issue a final report at a future date.

Award of contract is recommended to Phale Hale Education Consulting, Inc., Washington, DC, in the amount of \$20,980. Funding for this contract will be provided by the magnet schools program.

2. **Curriculum Software Management**
Performance Series--EdVISION

Estimated Award Value \$40,000

On June 12, 2001, the Board of Education approved the purchase of a software package from EdVISION Corporation, San Diego, CA. EdVISION was purchased by Scantron Corporation, 110 West A Street, Suite 100, San Diego, CA 92101. The original request for proposal allowed for a one-year extension of the EdVISION contract. The Board of Education is requested to approve Scantron as the vendor of record and approve the contract for an additional year. The software package has not changed and compares the alignment of the BCPS' core curriculum with the Maryland State Department of Education performance standards. The Baltimore County Public Schools' Office of Assessments, Research, and Testing, and the Offices of Secondary and Elementary Programs would like to continue this assessment program.

The program specifically will assess student performance relative to the standards established by BCPS and MSDE in the mathematics curriculum and reading comprehension levels for selected students in grades four and seven. Scores are available on an individual-student basis, which allows BCPS to comply with the "No Child Left Behind" federal legislation. The information obtained from these assessments provides guidance for teachers and administrators as to the strengths and weaknesses of students and curriculum. Individual students and curriculum areas that need additional emphasis are then highlighted for specific improvement plans. This purchase allows for the expansion to additional students and teacher training.

Funding will be provided through the budget of the Office of Assessment, Research, and Testing.

Contracted Services: Inspections, Preventative Maintenance, and Time & Material Projects with "Not to Exceed Quotes"

The Division of Physical Facilities, Office of Maintenance has requested the Office of Purchasing to issue the following solicitations. These services will be purchased as needed based upon requirements of the system.

It is the intent of the Office of Maintenance to have pre-qualified contractors with the appropriate insurance, training, and certification to be "on call" to do inspections, repairs, and installations. Based upon the previous needs of the Office of Maintenance for these type services, availability of the contractors when called upon to do work, and the urgency to have the work done within a specified time frame, the award of contract may be made to three or more contractors for each solicitation. All work under this contract will be done either by a "time and material" basis or by a "not to exceed" quote basis.

Inspections and preventative maintenance will be done by the primary award contractor. If, for any reason, the primary award contractor is unable to do the work within the timeframe of the Office of Maintenance, the next ranked contractor will be asked to do the work, and so on throughout the list.

For these three time and material contracts, if a larger project with a definable scope is identified, **all of the award bidders** will be asked to provide a "not to exceed quote." All of the award bidders will be provided with the scope of the project and will be asked to include all materials and labor required to properly complete the project by a specified date. Since all the award bidders are offering a competitive price, the cost is usually substantially less than utilizing the time and material scenario. However, this quote process still guarantees that all work is to be done by pre-qualified contractors.

3. Contracted Services: Video, Digital, and Audio Networking Services Estimated Annual Award: \$600,000
Five-Year Bid Estimated Award Value: \$3,000,000
Contract # 3-318-03

A bid for a five-year contract to qualify and select contractor(s) to provide troubleshooting, installation, and repair services for video, digital, and audio networking for Baltimore County Public Schools was issued on July 25, 2002, to 50 vendors. Proposals were received from 13 vendors, including seven no-bids.

The specifications were developed in conjunction with the Office of Maintenance, Office of Information Technology, and the bidders at a prebid conference. Video, digital, and audio networking exists in all schools and is an integral part of the building and curriculum. Existing systems in the schools must be updated, expanded, and repaired, to assure efficient operation.

This is an indefinite-requirements' contract as the services intended for purchase are based upon future needs of the system and are pending allocation of funds. This contract is to be utilized by the Offices of Maintenance, Information Technology, and Construction. It is the intent to have five contractors "on call" to do installation/repair of video and audio networking, and to also have five contractors "on call" to do installation/repair work for digital networking. All work under this contract will be done by either a "time-and-material" basis or by all award bidders being asked to provide a "not-to-exceed" quote to complete the scope of work.

Video & Audio Networking

Award	Company	Hourly Rate
Primary	Caton Communications, Catonsville, MD	\$24.19
Secondary	Plexus Installations, Inc., Baltimore, MD	\$39.50
Tertiary	Fiber Plus, Inc., Jessup, MD	\$45.00

Fourth	H. P. Electronics, Inc., Baltimore, MD	\$55.00
No award	The Foy Group, Inc., Baltimore, MD	\$95.00

Digital Networking

Award	Company	Hourly Rate
Primary	Caton Communications, Catonsville, MD	\$19.19
Secondary	Plexus Installations, Inc., Baltimore, MD	\$29.50
Tertiary	Fiber Plus, Inc., Jessup, MD	\$36.25
Fourth	Bright Networks, Markham, VA	\$39.72
Fifth	H. P. Electronics, Inc., Baltimore, MD	\$40.00
No award	The Foy Group, Inc., Baltimore, MD	\$45.00

Recommendation of award is to the above contractors in each area as the responsive and responsible bidders offering the most favorable bid prices. Funding will be provided by the operating budget of the Office of Maintenance, aging school funding, capital projects, and individual schools' operating budgets.

4. Supply Contract: Interior and Exterior Paint Award Value: \$80,000
Contract # 3-317-03

An annual bid to furnish interior and exterior paint and painting accessories for the Office of Maintenance was issued on August 1, 2002, to 22 vendors. Proposals were received from five vendors.

The specifications were developed in conjunction with the Office of Maintenance and the bidders. Paints are all thoroughly evaluated by the Office of Maintenance's paint evaluation committee prior to being placed upon the "approved paint" list. The bidders offer a "per-gallon price" for their products, which includes tinting, mixing, and delivery.

Award was based upon a price-per-gallon by item basis. Recommendation of award is being made to the following vendors:

Vendor	Acrylic Urethane	Primer For Metal	Flat Enamel	Semi-Gloss Enamel
Budekes Paint, Inc., Baltimore, MD	no bid	\$10.99	\$8.75	no bid
Duron Paint, Beltsville, MD	\$35.00	\$7.48	\$7.46	\$9.18
McCormick Paint, Rockville, MD	non-responsive	\$11.95	\$10.75	\$14.25
Sherwinn Williams, Cleveland, OH	no bid	\$8.35	\$7.84	\$9.25
Bruning Paint, Baltimore, MD	no bid	\$9.54	\$8.71	no bid

Vendor	Oil Base Rust Inhibitor	Latex Rust Inhibitor	Metal Paint	Acrylic Semi-Gloss Enamel
Budekes Paint, Inc., Baltimore, MD	\$13.49	\$13.49	\$13.49	no bid
Duron Paint, Beltsville, MD	no bid	no bid	no bid	no bid
McCormick Paint, Rockville, MD	\$16.00	\$16.00	\$16.00	\$14.25
Sherwinn Williams, Cleveland, OH	no bid	\$12.50	no bid	no bid
Bruning Paint, Baltimore, MD	\$11.95	\$11.95	\$11.27	\$10.99

Vendor	*Acrylic Urethane	* Semi-gloss Acrylic Enamel	*Odor Free Interior	*Acrylic FlatPrimer
McCormick Paint, Rockville, MD	\$16.00	\$14.25	\$10.75	\$11.95

*These products are being awarded for testing purposes only and have not been fully evaluated and approved for use by the paint evaluation committee.

Funding will be provided by the operating budget of the Office of Maintenance, aging school funding, capital projects, and individual schools' operating budgets.

5. **Supply Contract:** **Estimated Annual Award: \$350,000**
Various Electrical Supplies **Estimated Award Value: \$1,050,000**
Three-year Contract
Contract #3-331-03

A three-year bid was issued on August 1, 2002, for electrical supplies to 24 vendors. Proposals were received from nine vendors, including three no-bids. The specifications were developed in conjunction with the Office of Maintenance and the bidders at a prebid meeting. The specifications were to qualify products and to obtain firm-fixed pricing for the purchase and delivery of the electrical supplies to be installed by the Office of Maintenance or electrical contractors.

Pricing shall remain firm through March 31, 2003. After this date, it is the award bidder's responsibility to notify the Office of Purchasing, 90 days in advance, of any change in pricing from the manufacturer. BCPS reserves the right to accept or reject the price increase within 30 days. Pricing can only be adjusted based upon the manufacturer's adjustment in price to the award vendor, not for profit.

Award of contract is recommended to the following responsive and responsible vendors offering the lowest aggregate price per category.

<u>Product</u>	<u>Award Bidders</u>
Ballasts	Graybar Electric Company, Baltimore, MD
Conduit	Tristate Electrical Supply Co. Baltimore, MD
Switches	Shepherd Electric Supply Co. Baltimore, MD

Wire Nuts	Graybar Electric Company, Baltimore, MD
Wiring, Cable	Tristate Electrical Supply Co, Baltimore, MD
Exit Lights	C. N. Robinson Lighting Sup Co, Baltimore, MD
Exit Lights	Capitol Lighting, Baltimore, MD
Exit Lights	C. N. Robinson Lighting Sup Co, Baltimore, MD
Photocells	C. N. Robinson Lighting Sup Co, Baltimore, MD
Exterior Lighting Fixtures	C. N. Robinson Lighting Sup Co, Baltimore, MD
Failsafe Light Fixtures	Shepherd Electric Supply Co, Baltimore, MD
Compact Florescent Lighting Fixtures	Shepherd Electric Supply Co, Baltimore, MD
Various Florescent Lighting Fixtures	C. N. Robinson Lighting Sup Co, Baltimore, MD
Square D Contactors & Starters	Tristate Electrical Supply Co, Baltimore, MD
GE Contactors & Starters	Shepherd Electric Supply Co, Baltimore, MD
Cuttler Hammer Contactors & Starters	Shepherd Electric Supply Co, Baltimore, MD
Wire Molding	Tristate Electrical Supply Co, Baltimore, MD
Emergency Lights	C. N. Robinson Lighting Sup Co, Baltimore, MD
2' x 4' Lights	C. N. Robinson Lighting Sup Co, Baltimore, MD
Fuses	Graybar Electric Company, Baltimore, MD
Metal boxes	Graybar Electric Company, Baltimore, MD
Conduit Connectors	Graybar Electric Company, Baltimore, MD

The estimated award value for this contract is \$350,000, annually, based upon historical purchase of these products. Funding will be provided by the operating budget of the Office of Maintenance, aging school funding, capital projects, and individual schools' operating budgets.