

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** December 19, 2006

**TO:** **BOARD OF EDUCATION**

**FROM:** Dr. Joe A. Hairston, Superintendent

**RE:** **RECOMMENDATIONS FOR AWARD OF CONTRACTS**

**ORIGINATOR:** J. Robert Haines, Esq., Deputy Superintendent

**PERSON(S):** Rick Gay, Manager, Office of Purchasing  
Michael Sines, Executive Director, Department of Physical Facilities

**RECOMMENDATION**

That the Board of Education approves the following contract recommendations.

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

RLG/caj

Appendix I – Recommendations for Award of Contracts – Board Exhibit

**Recommendations for Award of Contracts  
Board Exhibit – December 19, 2006**

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

- 1. Contract Extension:** Lease Agreement for the Timonium Office  
**Contract #:** RGA-110-07

**Term:** 5 years    **Extensions:** 5 years    **Contract Ending Date:** 1/31/17

**Estimated annual award value:**    \$ 1,054,203

**Estimated total award value:**    \$10,542,030

**Bid issued:**    NA  
**Pre-bid meeting date:**    NA  
**Due Date:**    NA  
**No. of vendors issued to:**    NA  
**No. of bids received:**    NA  
**No. of no-bids received:**    NA

**Description:**

This is an extension of a five-year lease agreement for the Timonium Offices.

**Recommendation:**

Award of contract extension is recommended to:

Merritt Management Corp.    Baltimore, MD

**Responsible school or office:**    Department of Planning and Support Operations

**Contact Person:**    Don Dent

**Funding Source:**    Operating budget

**2. Contract Modification:** Academic Book Services, Inc.  
**Contract #:** JNI-705-05

**Term:** 1 year      **Extension:** 0      **Contract Ending Date:** 6/30/07  
**Estimated annual award value:** NA  
**Estimated total award value:** NA

**Bid issued:** NA  
**Pre-bid meeting date:** NA  
**Due date:** NA  
**No. of vendors issued to:** NA  
**No. of no-bids received:** NA  
**No. of bids received:** NA

**Description:**

On November 20, 2006, Baltimore County Public Schools was notified that effective November 21, 2006, Follett Educational Services, Inc., had acquired the assets of Academic Book Service, Inc. Pursuant to the original contract, this assignment requires the written approval of the Board of Education. All current terms, conditions, and pricing remain in effect.

**Recommendation:**

Recommendation of contract modification to:

Follett Educational Services	Woodridge, IL
<b>Responsible school or office:</b>	Office of Purchasing
<b>Contact person:</b>	Jack Nichols
<b>Funding source:</b>	Operating budget

**3. Contract:** Automated Time and Attendance Tracking System  
**Contract #:** JMI-620-07 (U.S. General Services Administration—GS-35F-0330J)

**Term:** Perpetual      **Extension:** N/A      **Contract Ending Date:** Perpetual  
**Estimated initial purchase award value:** \$824,830  
**Renewed annually for:** \$ 61,124

**Bid issued:** N/A  
**Pre-bid meeting date:** N/A  
**Due date:** N/A  
**No. of vendors issued to:** N/A  
**No. of no-bids received:** N/A  
**No. of bids received:** N/A

**Description:**

This web-based software solution will provide for electronic processing of time reporting for hourly employees. The application, KRONOS Workforce Timekeeper, is a desktop application designed to automate the capture, management, and distribution of critical employee labor data.

Under Section 5-112, Paragraph (3), of the Education Article of the Annotated Code of Maryland, and stipulated through the Federal Property and Administrative Services Act, amended Section 211 of the E-Government Act of 2002 (Pub. L. 107-347), BCPS requests approval to procure from the GSA Federal Supply Schedule (Schedule 70).

**Recommendation:**

Award of contract is recommended to:

immixTechnology, Inc.      McLean, VA  
**Responsible school or office:** Office of Payroll  
**Contact person:** Ed Dieffenbach  
**Funding source:** Special revenues

4. **Contract:** Franklin High School – Stadium Project  
**Contract #:** RGA-112-07

**Term:** 2 years      **Extension:** N/A      **Contract Ending Date:** 12/31/08  
**Estimated annual award value:** N/A  
**Renewed annually for:** N/A

**Bid issued:** N/A  
**Pre-bid meeting date:** N/A  
**Due date:** N/A  
**No. of vendors issued to:** N/A  
**No. of no-bids received:** N/A  
**No. of bids received:** N/A

**Description:**

Franklin High School Athletics Boosters, Inc., will contract with individuals for the design, installation, and equipment necessary to install conduit, trenching, transformer, meter, stadium lights, and a press box on Franklin High School’s property. In accordance with Board policy 7330, Franklin High School Athletic Boosters, Inc., has provided documentation that funds for this project have been raised through private donations and a grant from Baltimore County Recreation and Parks. They will provide the contractor’s insurance information to the Office of Purchasing. The Department of Physical Facilities has reviewed the technical information for the project and has given conditional approval upon receipt of the revised pole light drawings. Franklin High School Athletic Boosters, Inc., will have the responsibility for the construction management of the project.

**Recommendation:**

Award of contract is recommended to:

Franklin High School Athletic Boosters, Inc.    Baltimore, MD

**Responsible school or office:** Northwest Area Office

**Contact person:** Scott Gehring

**Funding source:** N/A

**5. Contract:** Hollins Ferry Bus Facility Lease Agreement  
**Contract #:** RGA-111-07

**Term:** 5 years    **Extension:** 0    **Contract Ending Date:** 12/31/12  
**Estimated annual award value:** \$ 212,400  
**Estimated total award value:** \$1,062,000

**Bid issued:** NA  
**Pre-bid meeting date:** NA  
**Due date:** NA  
**No. of vendors issued to:** NA  
**No. of no-bids received:** NA  
**No. of bids received:** NA

**Description:**

This contract is for a lease of a 4.22 acre parcel of land and improvements to replace the Arbutus lot. The new lot is located at 4800 Hollins Ferry Road in Baltimore County, Maryland. The new site will provide space for parking, dispatching, fueling, and light repair of approximately 80 buses.

**Recommendation:**

Award of contract is recommended to:

Preston Jakarta-HFR, LLC

Baltimore, MD

**Responsible school or office:**

Department of Planning and Support Operations

**Contact person:**

Don Dent

**Funding source:**

Operating budget

**6. Contract:** Stone, Mulch, Topsoil, and Associated Materials  
**Contract #:** JMI-618-07

**Term:** 5 years    **Extension:** 0    **Contract Ending Date:** 12/31/11  
**Estimated annual award value:** \$ 60,000  
**Estimated total award value:** \$300,000

**Bid issued:** October 26, 2006  
**Pre-bid meeting date:** NA  
**Due date:** November 16, 2006  
**No. of vendors issued to:** 6  
**No. of no-bids received:** 0  
**No. of bids received:** 4

Egypt Farms, Inc.	White Marsh, MD
Green Cycle Industries	Kensington, MD
Hollins Organic Products, Inc.	Baltimore, MD
Lafarge Mid-Atlantic, LLC	Towson, MD

**Description:**

This contract consists of supplying various stone, mulch, and topsoil material on an as-needed basis. Awards are based on the most favorable price for each item.

**Recommendation:**

Award of contract is recommended to:

Egypt Farms, Inc.	White Marsh, MD
Green Cycle Industries	Kensington, MD
Hollins Organic Products, Inc.	Baltimore, MD
Lafarge Mid-Atlantic, LLC	Towson, MD

**Responsible school or office:** Office of Grounds

**Contact person:** Dennis Elkins  
Roland Nickoles

**Funding source:** Operating budget

**7. Contract Modification:** Systemic Renovations – Southwest Academy  
**Contract #:** JNI-711-06

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** \$6,534,000  
**Estimated modification amount:** 65,261  
**Estimated total award value:** \$6,599,261

**Bid issued:** N/A  
**Pre-bid meeting date:** N/A  
**Due date:** N/A  
**No. of vendors issued to:** N/A  
**No. of bids received:** N/A  
**No. of no-bids received:** N/A

**Description:**

On June 13, 2006, the Board approved a contract with North Point Builders, Inc., for the renovation of Southwest Academy. This contract included the replacement of portions of the curtain wall system in parts of the school. A change order request is proposed for the replacement of the window wall system in Science Room 14. The room is being renovated and will receive new casework along the window wall system. The existing window wall has deteriorating insulated panels that will allow water to penetrate and damage the new casework once it is installed.

**Recommendation:**

Award of contract modification is recommended to:

North Point Builders, Inc.                      Baltimore, MD

**Responsible school or office:** Office of Engineering and Construction

**Contact person:** Richard H. Cassell, PE

**Funding source:** Capital budget



**8. Contract:** Elevator Replacement – Kenwood High School  
**Contract #:** PCR-256-07

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** \$404,000  
**Estimated modification amount:** 40,400  
**Estimated total award value:** \$444,400

**Bid issued:** October 19, 2006  
**Pre-bid meeting date:** November 3, 2006  
**Due date:** November 28, 2006  
**No. of vendors issued to:** 2  
**No. of bids received:** 2  
**No. of no-bids received:** 0

**Description:**

This project consists of replacing the existing elevator; installing air-conditioning to the existing elevator machine room penthouse; and modifying the electric power system to support the new work and all associated architectural work.

**Recommendation:**

Award of contract is recommended to:

Jerry DeBar Construction, Inc.      Baltimore, MD

**Responsible school or office:** Office of Engineering and Construction

**Contact person:** Richard H. Cassell, PE

**Funding source:** Capital budget

<b>Bidders' Names</b>		
	Jerry DeBar Construction, Inc.	RWC Contracting Corporation
Base Bid	\$404,000	\$411,000

**9. Contract:** Design Services – Roof Replacement at Deep Creek Middle, Perry Hall Middle, Pikesville Middle, Deer Park Middle, Old Court Middle, Cockeyville Middle, Parkville Middle, Maiden Choice, and Eastern Technical High Schools, and the ESS Building at Greenwood  
**Contract #:** JMI-622-07

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

**Estimated annual award value:** \$147,209  
**Estimated total award value:** \$147,209

**Bid issued:** N/A  
**Pre-bid meeting date:** N/A  
**Due date:** N/A  
**No. of vendors issued to:** N/A  
**No. of bids received:** N/A  
**No. of no-bids received:** N/A

**Description:**

This project consists of roof replacement design services. On July 12, 2005, the Board approved the use of the Pennsylvania Education Joint Purchasing Council – Weatherproofing Technologies, Inc. (TREMCO).

**Recommendation:**

Award of contract is recommended to:

Pennsylvania Education Joint Purchasing Council      Lewisburg, PA  
(Weatherproofing Technologies, Inc.)

**Responsible school or office:** Office of Engineering and Construction

**Contact person:** Richard H. Cassell, PE

**Funding source:** Capital budget

**10. Fee Acceptance:** Architect/Engineer (A/E) Services for the Feasibility Study and Schematic Design Phase – Catonsville Middle School

**Contract #:** RGA-101-07

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

**Estimated annual award value:** \$79,598

**Estimated total award value:** \$79,598

**Bid issued:** N/A

**Pre-bid meeting date:** N/A

**Due date:** N/A

**No. of vendors issued to:** N/A

**No. of bids received:** N/A

**No. of no-bids received:** N/A

**Description:**

On November 21, 2006, the Board granted approval to enter into negotiations with the firm of Rubeling & Associates, Inc., to design an addition to Catonsville Middle School. In order to start this project, staff has negotiated a fee to conduct a feasibility study and prepare the schematic design phase at the Catonsville Middle School site. The feasibility study will include, but not be limited to, a preliminary site analysis, conceptual floor plans, and a utilities analysis. The schematic design phase will consist of preparing additional floor plans, elevations, topographical survey, preliminary storm water management submission, submission to Baltimore County Development and Review Committee (DRC), a hazardous materials analysis, and submission to the Interagency Committee on School Construction (IAC).

**Recommendation:**

Award of contract is recommended to:

Rubeling & Associates, Inc.

Towson, MD

**Responsible school or office:**

Office of Engineering and Construction

**Contact person:**

Richard H. Cassell, PE

**Funding source:**

Capital budget

**11. Fee Acceptance:** Architect/Engineer (A/E) Services for the Feasibility Study and Schematic Design Phase – Hillcrest Elementary School

**Contract #:** RGA-101-07

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

**Estimated annual award value:** \$79,598

**Estimated total award value:** \$79,598

**Bid issued:** N/A

**Pre-bid meeting date:** N/A

**Due date:** N/A

**No. of vendors issued to:** N/A

**No. of bids received:** N/A

**No. of no-bids received:** N/A

**Description:**

On November 21, 2006, the Board granted approval to enter into negotiations with the firm of Rubeling & Associates, Inc., to design an addition to Hillcrest Elementary School. In order to start this project, staff has negotiated a fee to conduct a feasibility study and prepare the schematic design phase at the Hillcrest Elementary School site. The feasibility study will include, but not be limited to, a preliminary site analysis, conceptual floor plans, and a utilities analysis. The schematic design phase will consist of preparing additional floor plans, elevations, topographical survey, preliminary storm water management submission, submission to Baltimore County Development and Review Committee (DRC), a hazardous materials analysis, and submission to the Interagency Committee on School Construction (IAC).

**Recommendation:**

Award of contract is recommended to:

Rubeling & Associates, Inc.      Towson, MD

**Responsible school or office:** Office of Engineering and Construction

**Contact person:** Richard H. Cassell, PE

**Funding source:** Capital budget

**12. Agreement:** Temporary Construction Easement Agreement at Carver Center for Arts and Technology

**Contract #:** RGA-113-07

**Term:** NA      **Extension:** NA      **Contract Ending Date:** NA

**Estimated annual award value:** NA

**Estimated total award value:** NA

**Bid issued:** NA

**Pre-bid meeting date:** NA

**Due date:** NA

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

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

**No. of bids received:** NA

**Description:**

McDonald's Corporation is requesting a temporary easement on Carver Center for Arts and Technology's property for the purpose of constructing a fence on McDonald's property. The construction involves no cost to Baltimore County Public Schools. The easement shall commence on the date of final execution of this agreement and shall terminate at such time as McDonald's construction activities are complete. The Department of Physical Facilities has reviewed the "Temporary Construction Easement Agreement" and recommends its approval.

**Recommendation:**

Recommendation of agreement to:

McDonald's Corporation

Oak Brook, IL

**Responsible school or office:**

Department of Physical Facilities

**Contact person:**

Michael Sines

**Funding source:**

NA

**13. Agreement:** Temporary Construction Easement Agreement at Franklin High School

**Contract #:** RGA-114-07

**Term:** NA      **Extension:** NA      **Contract Ending Date:** NA

**Estimated annual award value:** NA

**Estimated total award value:** NA

**Bid issued:** NA

**Pre-bid meeting date:** NA

**Due date:** NA

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

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

**No. of bids received:** NA

**Description:**

McDonald's Corporation is requesting a temporary easement on Franklin High School's property for the purpose of constructing a fence on McDonald's property. The construction involves no cost to Baltimore County Public Schools. The easement shall commence on the date of final execution of this agreement and shall terminate at such time as McDonald's construction activities are complete. The Department of Physical Facilities has reviewed the "Temporary Construction Easement Agreement" and recommends its approval.

**Recommendation:**

Recommendation of agreement to:

McDonald's Corporation

Oak Brook, IL

**Responsible school or office:**

Department of Physical Facilities

**Contact person:**

Michael Sines

**Funding source:**

NA

**14.**                    **Contract:** Right-of-Way Entry – Overlea High School  
**Contract #:** RGA-115-07

**Term:** N/A            **Extension:** N/A        **Contract Ending Date:** N/A  
**Estimated annual award value:** NA  
**Estimated modification amount:** NA  
**Estimated total award value:** NA

**Bid issued:** N/A  
**Pre-bid meeting date:** N/A  
**Due date:** N/A  
**No. of vendors issued to:** N/A  
**No. of bids received:** N/A  
**No. of no-bids received:** N/A

**Description:**

The Maryland Transportation Authority (MdTA) is currently in the process of securing the right-of-way, easements, and/or other rights necessary to construct I-95 express toll lanes. The proposed project will impact Overlea High School in that the MdTA wishes to acquire approximately two acres of the property adjacent to I-95.

**Recommendation:**

Award of contract is recommended to:

N/A

**Responsible school or office:** Office of Engineering and Construction  
**Contact person:** Michael G. Sines  
**Funding source:** Capital Budget