

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: March 11, 2003
TO: BOARD OF EDUCATION
FROM: Joe A. Hairston, Superintendent
SUBJECT: Recommendations for Award of Contracts
ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services
RESOURCE PERSON(S): Patrick Fannon, Controller; Rick Gay, Purchasing Manager

RECOMMENDATION

That the Board of Education approves the following contract recommendations.

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 – March 11, 2003

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

Contracted Services: *On-Call Services for 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 (items 1 through 6). These contracts are indefinite-quantity contracts, as the services intended for purchase are based upon future needs of the system and are pending allocation of funds.

The Office of Maintenance intends to have pre-qualified contractors with the appropriate insurance, training, and certification to be *on call* for services, repairs, and installations. Based upon the previous needs of the Office of Maintenance for these types of services, availability of the contractors when called upon to do work, and the urgency to have the work done within a specified timeframe, the award of contract may be made to multiple contractors for each of these solicitations. All work under these contracts will be done either on a *time-and-material* or by a *not-to-exceed* quote basis.

Time-and-material jobs 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 the following contracts, if a larger project with a definable scope has been 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. Specifications were developed in conjunction with the Office of Maintenance staff and contractors.

1. **Contract:** Contracted Services: *On-Call* Concrete Services
Bid #: RHA-351-03

Term: 5 years **Extensions:** 0 **Contract Ending Date:** February 28, 2008 (tentative)
Estimated annual award value: \$25,000
Estimated total award value: \$125,000

Bid issued: January 2, 2003
Pre-bid meeting date: January 15, 2003
Due Date: January 30, 2003
No. of vendors issued to: 19
No. of bids received: 12
No. of no-bids received: 1

Description:

Contracted Services: *On-Call* Concrete Services for Time & Material Projects with *Not-to-Exceed* Quotes

Recommendation:

Award of contract is recommended to:

		<u>Price/Hr.</u>
Primary	A-L Abatement, Inc., Baltimore, MD 21236	\$22.00
Primary	Most, Incorporated, Baltimore, MD 21206	\$22.00
Secondary	Tito Contractors Inc., Washington, DC 20012	\$23.00

Responsible school or office: Office of Maintenance and
Office of Engineering and Construction
Contact Person: Cornell Brown

Funding Source: Operating budget, aging school funds, and capital projects

2. **Contract:** Contracted Services: *On-Call* Electrician Services
Bid #: RHA-356-03

Term: 5 years **Extensions:** 0 **Contract Ending Date:** February 28, 2008 (tentative)
Estimated annual award Value: \$200,000
Estimated total award value: \$1,000,000

Bid issued: January 9, 2003
Pre-bid meeting date: February 3, 2003
Due Date: February 13, 2003
No. of vendors issued to: 25
No. of bids received: 15
No. of no-bids received: 1

Description:

Contracted Services: *On-Call* Electrician for Time & Material Projects with *Not-to-Exceed* Quotes

Recommendation:

Award of contract is recommended to the following firms based upon the combined regular hourly rate for both a journeyman electrician and an apprentice electrician on site:

		<u>Price/Hr.</u> <u>For 2 People</u>
Primary	Kurlander Electric, Inc., Owings Mills, MD	\$41.50
Secondary	Casper G. Sippel, Inc., Baltimore, MD	\$43.50
Tertiary	Denver-Elek, Inc., Baltimore, MD	\$53.35
Fourth	Crown Electric Company, Timonium, MD	\$61.00
Fifth	P. D. Valle Electric Co., Inc., Baldwin, MD	\$62.00

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

Contact Person: Cornell Brown

Funding Source: Operating budget, aging school funds, and capital projects

3. Contract: Contracted Services: *On-Call* Floor Tile Installation Services
Bid #: RHA-347-03

Term: 5 years **Extensions:** 0 **Contract Ending Date:** February 28, 2008 (tentative)
Estimated annual award Value: \$25,000
Estimated total award value: \$125,000

Bid issued: January 2, 2003
Pre-bid meeting date: January 22, 2003
Due Date: January 30, 2003
No. of vendors issued to: 19
No. of bids received: 8
No. of no-bids received: 1

Description:

Contracted Services: *On-Call* Floor Tile Installation for Time & Material Projects with
Not-to-Exceed Quotes

Recommendation:

Award of contract is recommended to:

		<u>Price/Hr.</u>
Primary	A-L Abatement, Inc., Baltimore, MD 21236	\$18.50
Secondary	Most, Incorporated, Baltimore, MD 21206	\$22.00
Tertiary	O M F Contractors Inc, Adelphi, MD 20783	\$23.60

Responsible school or office: Office of Maintenance and
Office of Engineering and Construction
Contact Person: Cornell Brown

Funding Source: Operating budget, aging school funds, and capital projects

4. **Contract:** Contracted Services: *On Call* Painting Services
Bid #: RHA-352-03

Term: 5 years **Extensions:** 0 **Contract Ending Date:** February 28, 2008 (tentative)
Estimated annual award Value: \$25,000
Estimated total award value: \$125,000

Bid issued: January 2, 2003
Pre-bid meeting date: January 17, 2003
Due Date: January 30, 2003
No. of vendors issued to: 31
No. of bids received: 13
No. of no-bids received: 1

Description:

Contracted Services: *On-Call* Painting for Time & Material Projects with
Not-to-Exceed Quotes

Recommendation:

Award of contract is recommended to:

		<u>Price/Hr.</u>
Primary	True Colors Painting, Inc., Baltimore, MD 21224,	\$9.00
Secondary	Tito Contractors, Inc., Washington, DC 20012	\$10.91
Tertiary	Colossal Contractors Inc., Silver Spring MD 20906	\$10.95

Responsible school or office: Office of Maintenance and
Office of Engineering and Construction
Contact Person: Cornell Brown

Funding Source: Operating budget, aging school funds, and capital projects

5. **Contract:** Contracted Services: *On-Call* School Renovation Contractors
Bid #: RHA-359-03

Term: 5 years **Extensions:** 0 **Contract Ending Date:** February 28, 2008 (tentative)
Estimated annual award Value: \$300,000
Estimated total award value: \$1,500,000

Bid issued: January 9, 2003
Pre-bid meeting date: January 31, 2003
Due Date: February 13, 2003
No. of vendors issued to: 33
No. of bids received: 14
No. of no-bids received: 2

Description:

Contracted Services: On-Call School Renovation Contractors for Time & Material Projects with *Not-to-Exceed* Quotes

Recommendation:

Award of contract is recommended to the following firms based upon the 13 combined regular hourly rate for one each of the following workers to be on site working: carpenter, carpenter's assistant, electrician, electrician's assistant, drywall worker, plumber, plumber's assistant, painter, HVAC technician, HVAC assistant, floor tile installer, ceiling tile installer, and masonry/concrete worker.

		<u>Price/Hr.</u> <u>For 13 People</u>
Primary	Most, Inc., Baltimore, MD	\$139.62
Secondary	Huntington & Hopkins, Phoenix, MD	\$243.40
Tertiary	A-L Abatement, Inc., Baltimore, MD	\$294.90
Fourth	Tito Contractors, Inc., Washington, DC	\$307.25
Fifth	Phoenix Electric Co., Inc., Bel Air, MD	\$342.00

Responsible school or office: Office of Maintenance and
Office of Engineering and Construction
Contact Person: Cornell Brown

Funding Source: Operating budget, aging school funds, and capital projects

6. **Contract:** Contracted Services: *On-Call* Lavatory Privacy Partition Repair and Installation Services
Bid #: RHA-348-03

Term: 5 years **Extensions:** 0 **Contract Ending Date:** February 28, 2008 (tentative)
Estimated annual award Value: \$25,000
Estimated total award value: \$125,000

Bid issued: January 2, 2003
Pre-bid meeting date: January 17, 2003
Due Date: January 30, 2003
No. of vendors issued to: 31
No. of bids received: 13
No. of no-bids received: 1

Description:

Contracted Services: On-Call Lavatory Privacy Partition Repair and Installation for Time & Material Projects with *Not-to-Exceed* Quotes

Recommendation:

Award of contract is recommended to:

		<u>Price/Hr.</u>
Primary	Partition Plus, Inc., Forest Hill MD	\$15.00
Secondary	Most, Incorporated, Baltimore, MD	\$16.00
Tertiary	Tito Contractors, Inc., Washington, DC	\$21.00

Responsible school or office: Office of Maintenance and
Office of Engineering and Construction
Contact Person: Cornell Brown

Funding Source: Operating budget, aging school funds, and capital projects

7. Contract: Audio/Visual Equipment
Bid #: PCR-206-03

Term: 1 year **Extensions:** 1/one year **Contract Ending Date:** 3/11/05 (tentative)
Estimated annual award Value: \$200,000
Estimated total award value: \$400,000

Bid issued: December 19, 2002
Pre-bid meeting date: January 23, 2003
Due Date: February 5, 2003
No. of vendors issued to: 24
No. of bids received: 11
No. of no-bids received: 0

Description:

This is the annual bid for audio/visual equipment. The bid establishes fixed pricing for the purchase of individual items on an as-needed basis throughout the contract term. The bid includes 40 items, such as television monitors, VCRs, projectors, screens, laminators, digital and document cameras.

Recommendation:

Award of contract is recommended to the lowest priced bidders meeting specifications for 40 audio/visual items listed on the bid.

Columbia Systems, Columbia, MD
CTL Communications, Silver Spring, MD
DISYS, Chantilly, VA
Kunz, Baltimore, MD
Landon Systems, Westminster, MD
Peripheral Vision, Baltimore, MD
Nicholas Pipino, Columbia, MD
Washington Professional Systems, Wheaton, MD
Nelson White Systems, Baltimore, MD

Responsible school or office: Office of Library Information Services

Contact Person: Art Stritch

Funding Source: The operating budget of various schools and offices.

9. Contract: Playground Mulch, Sand, Stone, Shredded Topsoil Mix, and Fill Dirt
Bid #: RHA-344-03

Term: 3 years **Extensions:** 0 **Contract Ending Date:** December 31, 2006 (tentative)
Estimated annual award Value: \$60,000
Estimated total award value: \$180,000

Bid issued: January 9, 2003
Pre-bid meeting date: February 3, 2003
Due Date: February 13, 2003
No. of vendors issued to: 8
No. of bids received: 3
No. of no-bids received: 1

Description:

This specification is offered to qualify and select a vendor(s) to obtain firm-fixed pricing for playground mulch, sand, stone, shredded topsoil mix, and fill dirt for Baltimore County Public Schools for the term of the contract. The products will be used at various locations on an as-needed basis, and will either be picked up by BCPS or will be delivered to the sites and, in some cases, installed.

Recommendation:

Award of contract is recommended to Lafarge, Corp. Towson, MD, for all stone and sand products.

Award of contract is recommended to Hollins Organic Products, Inc., Baltimore, MD, for all shredded topsoil, top dressing, and playground mulch products.

Responsible school or office: Office of Grounds

Contact Person: Dennis Elkins

Funding Source: Operating Budget for the Office of Grounds

10. Contract: Supply Contract: Various Lumber
Bid #: RHA-350-03

Term: 5 years **Extensions:** 0 **Contract Ending Date:** December 31, 2007 (tentative)
Estimated annual award value: \$30,000
Estimated total award value: \$150,000

Bid issued: December 12, 2002
Pre-bid meeting date: January 8, 2003
Due Date: January 16, 2003
No. of vendors issued to: 8
No. of bids received: 2
No. of no-bids received: 0

Description:

This specification is offered to qualify and select a vendor(s) to supply various types of construction lumber for Baltimore County Public Schools for the term of the contract. The lumber is used for a variety of operations, which may include, but are not limited to: ramps for portable classrooms, stairs for portable classrooms, framing operations, and general construction.

Recommendation:

Award of contract is recommended to:

Pikesville Lumber Company, 7104 Liberty Road, Baltimore, MD 21207

The prices offered by Pikesville Lumber Company were an average of 8 percent less than the prices offered by the other bidder.

Responsible school or office: Office of Maintenance

Contact Person: Cornell Brown

Funding Source: Operating Budget for the Office of Maintenance

11. Contract: Trucks--20 trucks (10 types) for various departments
Bid #: PCR-208-03

Term: 7 months **Extensions:** N/A **Contract Ending Date:** 09/30/03 (tentative)
Estimated annual award Value: N/A
Estimated total award value: \$639,245

Bid issued: December 19, 2002
Pre-bid meeting date: January 22, 2003
Due Date: February 5, 2003
No. of vendors issued to: 27
No. of bids received: 6
No. of no-bids received: 1

Description:

This is the annual purchase of trucks for various departments as follows:

- 2 Extended High Cube Cargo Van
- 1 Minivan
- 1 Step Van
- 4 Enclosed Utility Body with Plow
- 1 One-Ton Dump Truck with Standard Cab,
plus Option I (Spreader Hook Up)
- 4 One-Ton Dump Truck with Crew Cab
- 1 Platform Dump Truck
- 1 Ten-Ton Aluminum body Highway Dump Truck
- 4 High Cube Cargo Van
- 1 Enclosed Utility Body with Trailer Towing Package

Recommendation:

Award of contract is recommended to the lowest-priced bidders meeting specifications:

- Bob Bell Chevrolet, Baltimore, MD, for 15 trucks
- Criswell Chevrolet, Gaithersburg, MD, for 4 trucks
- Penn Pontiac, Baltimore, MD, for 1 truck

Responsible school or office: Office of Transportation

Contact Person: Ken Morosko

Funding Source: A multi-year lease purchase agreement

12. Contract: Various Belts for HVAC Mechanical Use
Bid #: RHA-349-03

Term: 4 years **Extensions:** 0 **Contract Ending Date:** December 31, 2007 (tentative)
Estimated annual award Value: \$30,000
Estimated total award value: \$120,000

Bid issued: January 2, 2003
Pre-bid meeting date: January 21, 2003
Due Date: January 30, 2003
No. of vendors issued to: 4
No. of bids received: 2
No. of no-bids received: 0

Description:

This specification is offered to qualify and select a vendor(s) to supply various belts to be used with HVAC and mechanical units for Baltimore County Public Schools for the term of the contract. The belts are used for a variety of operations, which may include, but are not limited to: unit ventilator motors, air handling unit drives and return motor belts, roof exhaust fans, air compressors, boiler purge and fans, and boiler room fresh air fans.

Recommendation:

Award of contract is recommended to:

W.W. Grainger, 2032 Greenspring Dr., Timonium, MD 21093

The prices offered by Grainger Industrial Supply were an average of 36 percent less than the prices offered by the other bidder.

Responsible school or office: Office of Maintenance

Contact Person: Cornell Brown

Funding Source: Operating Budget for the Office of Maintenance

13. Contract: Various Repair Parts for Fire Alarm and Security Alarm Equipment
Bid #: RHA-354-03

Term: 3 years **Extensions:** 0 **Contract Ending Date:** December 31, 2006 (tentative)

Estimated annual award Value: \$150,000

Estimated total award value: \$450,000

Bid issued: January 2, 2003

Pre-bid meeting date: January 27, 2003

Due Date: February 6, 2003

No. of vendors issued to: 14

No. of bids received: 2

No. of no-bids received: 1

Description:

This specification is offered to qualify and select a vendor(s) to supply various repair and replacement parts for numerous types of fire alarm and security alarm equipment for Baltimore County Public Schools for the term of the contract. The equipment will be used by the Office of Maintenance for maintaining the proper operation of the fire and security alarm systems within the schools and offices. Bids were developed in conjunction with the bidders and the Office of Maintenance. Since the listing of all the possible components was too extensive, the companies are offering a percentage off the manufacturer's published list prices.

Recommendation:

Award of contract is recommended SPC, Inc., Laurel, MD, offering 25 percent off the manufacturer's published list prices for the following products:

Fire Alarm Parts--Firelite, Silent Knight, Spectronics, System sensors
Security Alarm Parts--Radionics, IntelliTemp, Ademco, Sentrol, Vicon

Responsible school or office: Office of Maintenance

Contact Person: Cornell Brown

Funding Source: Operating Budget for the Office of Maintenance