

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: May 13, 2003

TO: **BOARD OF EDUCATION**

FROM: Dr. J. Hairston, Superintendent

SUBJECT: **Award of Contract – Cleaning Package at New Town 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 H. Cassell, P.E., Administrator
Office of Engineering and Construction
J. Kurt Buckler, P.E., Head of Engineering
Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves an award of contract.

Award of Contract – Cleaning Package at New Town High School.

Appendix I

Recommendation for Award of Contract Cleaning Package at New Town High School May 13, 2003

On April 30, 2003, two (2) bids were received for the final cleaning at New Town High School - Bid# RHA-398-03. This project consists of cleaning and polishing casework, cleaning chalkboards, washing windows, and cleaning and waxing floors. A summary of the bids received is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to Hallmark Building Services LLC, the lowest responsive bidder, in the amount of \$49,245.00.

At this time, we also request approval of a 10% Change Order Allocation in the amount of \$4,924.50, 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 Project Budget #625 - New Town High School.

APPROVED:



Donald F. Krempe, Ph.D.
Executive Director

**Baltimore County Public Schools
 New Town High School – Cleaning Package
 Bid Number: RHA-398-03
 Bid Due Date: April 30, 2003**

			Bidders' Names	
			Hallmark Building Services, LLC	Multi Corp Commercial
Base Bid:			\$49,245.00	\$74,755.00