

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** December 16, 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.

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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 16, 2003**

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

- 1. Contract:** Contracted Services: Enzyme Treatment Services  
**BID #:** JMI-616-04

**Term:** 5 years    **Extensions:** 0                      **Contract Ending Date:** 11/ 30/08 (tentative)  
**Estimated annual award Value:**                      \$40,000  
**Estimated total award value:**                      \$200,000

**Bid issued:**    October 16, 2003  
**Pre-bid meeting date:**                              October 23, 2003  
**Due Date:**    October 30, 2003  
**No. of vendors issued to:**                              5  
**No. of bids received:**                                      4  
**No. of no-bids received:**                              0

**Description:**

The Department of Physical Facilities, Office of Maintenance, requested the Office of Purchasing to issue a solicitation that qualified and selected a primary and secondary award bidder to provide enzyme treatment services. The award bidder(s) shall be responsible for servicing and supplying chemical feed units for various enzyme digestion systems at 52 schools. Sites shall be serviced every other month. The enzyme treatment is injected into one drain in each kitchen with a BCPS-owned battery operated pump. These pumps operate on a year-round basis. The enzyme neutralizes kitchen grease, allowing the drains to operate correctly.

**Recommendation:**

Award of contract is recommended to the following firms based upon their price per site visit for Enzyme Treatment Services.

Primary	Aquatonic Products Co., Inc., Fairfax, VA
Secondary	Roto-Rooter Services Co., Baltimore, MD

**Responsible school or office:** Department of Physical Facilities, Office of Maintenance

**Contact Person:** Larry Goins

**Funding Source:** Operating budget for Office of Maintenance

**2. Contract:** Family and Student Assistance Program  
**Contract #:** JNI-730-04

**Term:** 5 years **Extensions:** 1/5-year **Contract Ending Date:** 10/28/13 (tentative)  
**Estimated annual award Value:** \$128,400  
**Estimated total award value:** \$1,284,000

**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 counseling and family assistance program has been provided to the students and their families in Baltimore County since 1986. It is conducted in cooperation with the Baltimore County Department of Health, Bureau of Substance Abuse, and the Maryland State Department of Education.

This program provides family and student assistance from neighborhood/local community counseling agencies. The grant funding for the program specifies the use of neighborhood and community agencies because of their immediate accessibility to the students and parents.

The identified agencies approved for use are First Step, Inc., 8303 Liberty Road, Baltimore, Maryland 21244, and Friends Research Institute, Inc., P.O. Box 10676, Baltimore, Maryland 21285.

Last year 1,340 students and 367 parents participated in the program.

**Recommendation:**

Awards of contract are recommended to:

First Step, Inc., Baltimore, Maryland 21244  
Friends Research Institute, Inc., Baltimore, Maryland 21285

**Responsible school or office:** Office of Safe and Drug Free Schools

**Contact Person:** Patsy J. Holmes

**Funding Source:** Grant funding from the Office of Safe and Drug Free Schools

**3. Contract:** New Relocatable Modular Classrooms  
**Bid #:** RHA-315-04

**Term:** 4 years    **Extensions:** 0                      **Contract Ending Date:** 8/28/07 (tentative)  
**Estimated annual award Value:** \$1,000,000  
**Estimated total award value:** \$4,000,000

**Bid issued:** October 16, 2003  
**Pre-bid meeting date:** October 30, 2003  
**Due Date:** November 20, 2003  
**No. of vendors issued to:** 13  
**No. of bids received:** 7  
**No. of no-bids received:** 3

**Description:**

The Department of Physical Facilities, Office of Maintenance, requested the Office of Purchasing to issue a solicitation that qualified and selected companies to provide pricing for modular classrooms built to the specifications of BCPS. This is an indefinite-quantity contract.

BCPS is the lead jurisdiction and is issuing this bid on behalf of the Baltimore Regional Cooperative Purchasing Committee. It is the intent of this solicitation to obtain firm-fixed pricing for the purchase of new relocatable modular classrooms for use at any Baltimore County Public School (BCPS) site and/or, as required, for various school districts, county governments, and state agencies located in the state of Maryland, when purchased in aggregates of five or more. The specifications will include a *turnkey* combination of site work, foundation, transportation of units to the site, and setting of the units in place. The award bidder shall also be responsible for the assembly and connection of both halves of each unit, installation of ramps, skirting, railings, interior and exterior lighting fixtures (as specified), fees, permits, and licensing. The connection of the units to an electrical supply, telephones, security, bells, and other utilities, and the connection of the units to the main school building and/or between units shall be the responsibility of BCPS. Each classroom provided is intended to be self-contained and self-sufficient with ventilation, heating, air conditioning, and lighting. The ordering school district will provide all school furnishings and equipment not specified as a condition of this solicitation. It is the intention of BCPS to utilize these relocatable modular classrooms for this purpose.

Either BCPS and/or the Baltimore Regional Cooperative Purchasing Committee reserves the right to extend the terms and conditions of this bid to any other agencies within the state of Maryland. A copy of the contract pricing and the bid requirements incorporated in this contract will be supplied to requesting agencies. This shall also include private schools, parochial schools, and/or state, community, and private colleges located within the state of Maryland. Each participating jurisdiction will enter into its own contract with the award bidder(s).

**Recommendation:**

Award of contract is recommended to all of the following firms based upon their price per unit. Each of the following companies is ranked according to their prices for each of the eight types of modular classrooms.

**Award Bidders**

Valley Modular Office, Inc., Aberdeen, MD  
EMH Environmental, Inc., Glenwood, MD  
Resun, Edgewood, MD  
Vanguard Modular Building Systems, Bel Air, MD

**Responsible school or office:** Department of Physical Facilities, Office of Maintenance

**Contact Person:** Cornell Brown

**Funding Source:** Operating budget, Office of Maintenance, Office of Construction, state funding, grant funding, and/or federal funding as available

**4. Contract:** School Bus Tire Recapping  
**Bid #:** PCR-236-04

**Term:** 2 years    **Extensions:** 2/1-year    **Contract Ending Date:** 12/07 (tentative)  
**Estimated annual award Value:** \$25,000  
**Estimated total award value:** \$100,000

**Bid issued:** October 16, 2003  
**Pre-bid meeting date:** September 17, 2003  
**Due Date:** October 1, 2003  
**No. of vendors issued to:** 6  
**No. of bids received:** 2  
**No. of no-bids received:** 0

**Description:**

In observance of a federal recycling mandate, recapped tires must be used whenever possible by any agency receiving federal funds and expending more than \$10,000 annually for the purchase of new tires. State regulations limit using recapped tires for rear tires only on school buses, and it is BCPS' policy to recap a casing only once.

**Recommendation:**

Award of contract is recommended to:

Rice Retreading, Inc, Winchester, VA

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

**Contact Person:** Wayne Hopkins

**Funding Source:** Operating budget of Office of Transportation