Exhibit I

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: March 23, 2004

TO: BOARD OF EDUCATION

FROM: Joe A. Hairston, Superintendent

SUBJECT: RECOMMENDATIONS FOR AWARD OF CONTRACTS

ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services

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 23, 2004

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

1. Contract: Educational Services for the Judith P. Hoyer

Early Care and Education Center Extension

Bid #: 5-540-02

Extension: 6 years **Contract Ending Date:** July 2009 (tentative)

Estimated annual extension award value: \$86,000 **Estimated total extension award value:** \$516,000

Description:

The Office of Elementary Education applied for, and has received, a renewable grant from the Maryland State Department of Education to provide comprehensive educational services to young children and their families. The original grant was approved in January of 2002. Partnerships to facilitate the educational services were established for execution of the grant. Funding by the Maryland State Department of Education is based on the utilization of these partnerships. The ultimate goal of the "Judy Center" is to prepare all young children to enter elementary school ready to learn. The center includes programs for three-year olds, pre-kindergarten, all-day kindergarten, extended day child-care, special education, and Head Start. Emphasizing the whole child, the center offers programs that address all issues of child development and family needs, such as effective parenting, early literacy, health issues, and good nutrition. Partners include Family Tree, Inc., Baltimore, MD; Abilities Network, Baltimore, MD; Child Care Links, Baltimore, MD; and Towson University, Towson, MD. Each partner will bear responsibility for direct services to children, services to families, and/or professional development. The "Judy Center" will be located at Campfield Early Childhood Center. The current student enrollment at Campfield Center is approximately 429 students. Students are drawn from Bedford, Milbrook, Randallstown, Scotts Branch, and Wellwood Elementary Schools, and return to their home schools for either kindergarten or first grade.

Family Tree, Inc. will provide parenting support services through the use of parenting support models of service. These models will serve to provide an intensive level of support for at-risk families thereby creating nurturing environments for children.

Abilities Network will provide the Project ACT Maryland Model for School Readiness to the "Judy Center" children and families. Project ACT also facilitates on-site special instruction and technical assistance to early care and education providers. Child Care Links will encourage the region's licensed child-care centers to link with on-site accredited programs and provide technical assistance, training, and support. This enables all eligible children to receive equitable programs. Towson University will provide a literacy program for family members and child care providers.

The six-year contract is valid for an additional five years pending approval of the continuation of grants by the Maryland State Department of Education.

Recommendation:

Award of contract is recommended to:

Family Tree, Inc.

Abilities Network

Child Care Links

Towson University

Baltimore, MD

Baltimore, MD

Towson, MD

Responsible school or office: Department of Elementary Programs-Early

Childhood

Contact Person: Jane E. Lichter and Clarice T. Taylor

Funding Source: Grant Funds, Maryland State Department of

Education

2. Contract: Office of Science PreK-12: Curriculum Materials and Equipment

Bid #: JNI-732-04

Term: 1 year **Extensions**: 0 **Contract Ending Date**: 1/31/05 (tentative)

Estimated total award value: \$120,000

Bid issued:

Pre-bid meeting date

NA

Bid due date:

NA

No. of vendors issued to:

NA

No. of bids received:

NA

No. of no-bids received:

NA

No. of non-responsive:

NA

Description:

The Office of Purchasing requests approval of the sole-source procurement of state-of-the-art data-acquisition software and hardware from Pearson Digital Learning. The Waterford Early Math & Science is a full year, individualized computer curriculum for grades pre-K and K. The program is the direct result of over five years of research and development by the Waterford Institute, a non-profit educational research organization dedicated to the innovation and improvement of public education. This curriculum uses digital music, advanced graphics, and colorful animation to provide standards-based instruction and mastery of specific skills and concepts such as number sense, operations, geometry, and patterns, as well as the scientific process, famous scientists, life science, physical science, and earth science. Individual progress is tracked and reported through student reports, class summary reports, and audio recordings. Over 38 take-home books accompany the program, and each child receives four videocassettes to support parent literacy instruction in the home. Teacher materials, professional development, and technical support are provided as part of the purchase package.

Superintendent's Rule 3215 creates guidelines and procedures for sole-source procurement only under specific guidelines. The rule permits a sole-source contract when the Office of Purchasing determines "that it would be advantageous or [that it would be] impractical to seek or utilize another source when the requirement is only available from a single source, and when the compatibility of equipment, accessories, or replacement parts is the paramount consideration."

Superintendent's Rule 3209 paragraph 2. (A) Requires "All purchases of textbooks, computer software, and other materials are subject to the published procedures, authority, and scrutiny of the Office of Purchasing." Section 7-106 of the Education Article of the Annotated Code of Maryland, section 5-112 (b) (3) (ii) 1. states that 5-112 does not apply if the County Board determines in the written specification that a particular manufacturer's product is required to maintain compatibility of service or equipment. Under the Office of Purchasing procedure OP4002.4, a sole-source purchase may arise from the following conditions: copyrighted products, such as software and publications.

Recommendation:

Award of contract is recommended to:

Pearson Digital Learning, Scottsdale, AZ

Responsible school or office: Office of Science

Contact Person: C. David Copenhaver

Funding Source: Grants for Title I

3. Contract: Reading Textbooks and Materials for Grade 6

Bid No.: RGA-112-04

Term: 5 years **Extensions:** 0 **Contract Ending Date:** 6/30/09 (tentative)

Estimated annual award value: \$117,623 **Estimated total award value:** \$588,116

Bid issued: NA
Pre-bid meeting date: NA
Due Date: NA
No. of vendors issued to: 4
No. of bids received: 4
No. of no-bids received: 0

Description:

We request approval from the Board of Education to purchase the selected text *Scott Foresman Reading: Great Expectations, Grade 6*, published by Pearson Education. The book has a copyright date of 2004, and Pearson Education holds the copyright. Because it is copyrighted material, and the book is not available from any other source, the Office of Purchasing will purchase these materials under our sole-source guidelines. Superintendent's Rule 3209, paragraph 2 (A), requires that "All purchases of textbooks, computer software, and other materials are subject to the published procedures, authority, and scrutiny of the Office of Purchasing." The Office of Purchasing Procedure OP4002.4 indicates that a sole-source purchase may arise from the following conditions: copyrighted products, such as software, publications, textbooks, media, or products (specialized and/or advanced technology), which ensure a compatible learning environment for students/faculty at various school sites.

The Office of English and Reading followed the selection process as established in Board Policy 6163.2 and Superintendent's Rule 6163.2. The Office of English and Reading appointed a study committee in September 2003 to define the content of the new reading program of study. The committee developed a set of criteria based on the science-based research document developed by the National Reading Panel as well as the Maryland Voluntary State Curriculum. Using these criteria, the Office of English and Reading study committee conducted its initial review of ten different series. The search was then narrowed to four series. Based on the established criteria for quality and type of materials needed, four sets of reading instructional materials were solicited from the following vendors:

Macmillan/McGraw-Hill Reading Grade 6McGraw-HillHoughton Mifflin Reading Grade 6: TriumphsHoughton Mifflin

Harcourt Grade 6: Trophies Harcourt

Scott Foresman Reading Great Expectations Grade 6 Pearson Education.

The Grade 6 reading study consisted of representatives from Special Education, middle school administration, Gifted and Talented Programs, Instructional Technology, middle school department chairs, Grade 6 classroom reading teachers, elementary program

supervisors, and parents/community members. All areas of the county were represented. They met with and without vendors present on multiple occasions. Also, a sub-group of the study committee conducted a thorough alignment check using the four sets of reading materials with a criteria evaluation checklist against the contents of the MDSE Voluntary State Curriculum Grade 6 Reading Content Standards and Assessment Limits.

Materials were placed on display in the Educational Support Services' Building for one month for educators, the community, and parents to review. In addition, all stakeholders were invited for an evening showcase where the four reading series, with their ancillary materials, were on display. Finally, a meeting with parent groups was held to address concerns and queries regarding the materials. All of these events were advertised via the Superintendent's Bulletin, personal letters of invitation, and follow-up phone calls to encourage and confirm attendance.

After careful consideration the committee selected *The Scott Foresman Reading Great Expectations Grade 6* because it met all of the established criteria below:

- The program meets the five components recommended by the National Reading Panel
- The program has the highest correlation to the Voluntary State Curriculum than any of the other programs examined.
- The program presents selections with a multicultural perspective.
- The program incorporates appropriate formative and summative assessments that will help teachers to guide instruction and inform them of student growth in reading.
- It provides adaptations, differentiation, and enrichment for students in the English Language Learners, special education, and gifted and talented programs.
- The program includes supplemental literary and nonfiction books to meet the needs of a range of students and allow for differentiation.
- The teacher resource package provides all needed materials for daily instruction.
- The student text includes challenging and engaging readings for a variety of student audiences.
- The program includes a balance of expository and literary selections as well as two additional sets of classroom libraries per teacher.
- The professional development package ensures ongoing technical assistance in helping teachers to deliver the program using the best practices researched for effective reading instruction.

Recommendation:

Award the *Scott Foresman Reading Great Expectations Grade 6* reading program based on the unanimous decision of the Grade 6 Reading Study Committee

Responsible school or office: Office of English and Reading

Contact Person: Paula Simon and Carla Zamerelli-Clifford

Funding Source: Textbook Budget & Title II Funds

Caj\P\Board Exhibits\March 2004\\Exhibit 3-23-04