

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: December 21, 2004

TO: **BOARD OF EDUCATION**

FROM: Dr. 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;
Richard Cassell, Administrator, Engineering & Construction

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
Appendix II - Baltimore County Bureau of Land Acquisition Plan - Easement at
Chapel Hill Elementary School

2. Contract: Dual Purpose Paper (Copy, Laser Printers & Duplicators)
Bid #: JMI-621-05

Term: 6 months **Extensions:** 0 **Contract Ending Date:** 6/30/05 (tentative)

Estimated total award value: \$646,656

Bid issued: October 26, 2004

Pre-bid meeting date: N/A

Due Date: December 9, 2004

No. of vendors issued to: 2

No. of bids received: 2

No. of no-bids received: 0

Description:

The Baltimore Regional Cooperative Purchasing Committee (BRCPC), with Anne Arundel County Public Schools acting as lead agency, conducted a reverse auction for paper on December 9, 2004. The solicitation requested pricing on six types of 8 ½ x 11 and 8 ½ x 14 legal size paper. Delivery will be made to Distribution Services on an as-needed basis over a six-month period.

Recommendation:

Award of contract is recommended to:

RIS Paper

Upper Marlboro, MD

Responsible school or office: Distribution Services

Contact Person: Don Dent

Funding Source: Operating budget for each individual school

3. Contract: Every Day Counts Calendar Math
Contract #: RGA-151-04

Term: One time purchase **Extension:** 0 **Contract Ending Date:** 12/31/04 (tentative)
Estimated total award value: \$150,000

Quote/bid/proposal issued: NA
Pre-bid meeting date: NA
Due date: NA
No. of vendors issued to: NA
No. of quotes/bids/proposals received: NA
No. of no-bids received: NA

Description:

The Office of Mathematics PreK-12 is seeking Board of Education approval to purchase the *Every Day Counts Calendar Math* kits for grades 1-5 in all elementary Title I schools. The Office of Mathematics PreK-12 originally purchased this program in 1998 for all kindergarten classes. It is a very powerful learning program with its unequaled quality in the student materials and the quality of the teacher support materials found in the Every Day Counts Calendar Math kit. This calendar program is aligned to the BCPS Elementary Mathematics curriculum and to the MD Voluntary State Curriculum.

The calendar kit comes with all the components for creating a calendar display that would be used to review, reinforce, and introduce a variety of mathematic concepts that are found in the BCPS mathematics' curriculum and are aligned to the Voluntary State Curriculum. The kit includes pre-made materials for creating a display of the calendar, creating graphs and other materials needed to implement the program, pre- and post-assessments, a teacher's edition with high-level questions, and directions for using the calendar to reinforce and review mathematic skills and concepts. The skills and concepts that are addressed include: basic facts and computation; number sense concepts; composing and decomposing numbers; comparing and ordering numbers; place value; fractions; decimals; patterns; algebraic thinking; telling time; temperature; money skills; gathering data; reading and analyzing graphs; making predictions; communication in mathematics; problem solving; reasoning; and probability concepts.

This program is based on the research of best practices for how elementary children learn mathematics. Research has shown that children benefit from learning mathematics:

- incrementally, giving them the opportunity to develop understandings over time
- using visual models
- using classroom discussions to develop problem solving, reasoning, mathematics connections, and communication
- by developing the technical mathematical vocabulary

- by thinking algebraically;
- by observing and listening to other students thinking and reasoning;
- based on prior knowledge.

This program will supplement the BCPS mathematics program in our Title I schools and allows students to review and reinforce concepts that have been previously taught and introduce other concepts prior to a unit being taught. The program offers multiple opportunities throughout the school day to reinforce mathematics concepts and vocabulary in a way that requires no additional teacher preparation and builds on previously taught content. All teachers will receive a half-day training on the implementation of the calendar program support by the Office of Mathematics PreK-12 and the publisher.

Recommendation:

Award of contract is recommended to the following firm:

Great Source Education Group Wilmington, MA

Responsible school or office: Office of Mathematics PreK-12

Contact Person: Patricia Baltzley, Director
Linda Schoenbrodt, Coordinator

Funding Source: Title I

4. Contract: Professional Development Contract with Dr. Carol Tolman
Contract #: RGA-148-05

Term: 3 years **Extension:** 2 years **Contract Ending Date:** 6/30/09 (tentative)
Estimated annual award value: \$35,000
Estimated total award value: \$175,000

Quote/Bid/Proposal issued: NA
Pre-bid meeting date: NA
Due Date: NA
No. of vendors issued to: NA
No. of Quotes/Bids/Proposals received: NA
No. of no-bids received: NA

Description:

Ongoing professional development is needed to support reading coaches from the following Reading First and Assessment and Intervention Model Schools:

Reading First Schools: Edmondson Heights, Sandalwood, Sandy Plains, Scotts Branch, and Winfield

Assessment and Intervention Model Schools: Baltimore Highlands, Chadwick, Dogwood, Featherbed, Hebbville, Johnnycake, Powhatan, Woodmoor, Owings Mills, Randallstown, Timber Grove, Halstead, Villa Cresta, White Oak, Glenmar, Middlesex, Battle Grove, Berkshire, Charlesmont, Chase, Chesapeake Terrace, Deep Creek, Dundalk, Logan, Mars Estates, Norwood, Oliver Beach, and Sussex

In addition to school-based coaches, resource teachers and supervisory staff from the Offices of Early Childhood Programs, Elementary Reading/Language Arts, and Special Education will attend the professional development sessions.

Dr. Carol Tolman will provide Language Essentials for Teachers of Reading and Spelling (LETRS) training. LETRS is designed to provide deep learning and reflection on language structure, reading development, reading difficulties, and assessment practices that guide research-based instruction. Dr. Tolman presented DIBELS to teachers during Summer 2004, as well as conducted two BCPS administrator workshops on *Teaching Reading Based on Brain Research*. She received outstanding evaluations from teachers and administrators for all of these workshops. In addition, Dr. Tolman is a national Dynamic Indicators of Early Literacy Skills (DIBELS) and LETRS presenter, has contributed to the writing of the LETRS manuals, and has trained with Dr. Louisa Cook Moats, national reading expert.

Recommendation:

Award of contract is recommended to:

Dr. Carol Tolman

Spofford, NH.

Responsible school or office: Department of Elementary Programs

Contact Person: Jane Lichter

Funding Source: Title II – 05 Grant

5. Contract: Professional Development Workshop Contract with Linda Farrell
(Reading Street)
Contract #: RGA-149-05

Term: 3 years **Extension:** 2 year **Contract Ending Date:** 6/30/09 (tentative)
Estimated annual award value \$25,000
Estimated total award value: \$125,000

Pre-bid meeting date: NA
Quote/Bid/Proposal issued: NA
Due Date: NA
No. of vendors issued to: NA
No. of Quotes/Bids/Proposals received: NA
No. of no-bids received: NA

Description:

Ongoing professional development is needed to support reading coaches from the following Reading First and Assessment and Intervention Model Schools:

Reading First Schools: Edmondson Heights, Sandalwood, Sandy Plains, Scotts Branch, and Winfield

Assessment and Intervention Model Schools: Baltimore Highlands, Chadwick, Dogwood, Featherbed, Hebbville, Johnnycake, Powhatan, Woodmoor, Owings Mills, Randallstown, Timber Grove, Halstead, Villa Cresta, White Oak, Glenmar, Middlesex, Battle Grove, Berkshire, Charlesmont, Chase, Chesapeake Terrace, Deep Creek, Dundalk, Logan, Mars Estates, Norwood, Oliver Beach, Sussex.

In addition to school-based coaches, resource teachers and supervisory staff from the Offices of Early Childhood Programs, Elementary Reading/Language Arts, and Special Education will attend the professional development sessions.

Linda Farrell, Director of Reading Street, will provide professional development workshops focusing on analyzing data from (Dynamic Indicators of Early Literacy Skills) DIBELS, and providing differentiated small-group instruction to increase the reading achievement of beginning readers. Ms. Farrell has been selected based on her ability to incorporate best practices in instruction and scientific research showing the most effective ways to teach reading, writing, and spelling. In addition, Ms. Farrell is a national DIBELS and Language Essentials for Teachers of Reading and Spelling (LETRS) presenter, and has trained with Dr. Louisa Cook Moats, national reading expert.

Recommendation:

Award of contract is recommended to:

Linda Farrell, Reading Street Alexandria, VA.

Responsible school or office: Department of Elementary Programs

Contact Person: Jane Lichter

Funding Source: Title II Grant Funding

6. Contract: School Buses
Bid #: PCR-276-05

Term: 6 months **Extension:** N/A **Contract Ending Date:** 6/30/05(tentative)
Estimated annual award value: \$3,946,454
Estimated total award value: \$3,946,454

Bid issued: October 21, 2004
Pre-bid meeting date: November 5, 2004
Due Date: November 17, 2004
No. of vendors issued to: 4
No. of bids received: 3
No. of no-bids received: 1

Description:

The annual bid for the purchase of school buses was offered as follows:

53 of GROUP I buses that accommodate 64 passengers.
4 of GROUP IA buses that accommodate 64 passengers, with orthopedic lift
13 of GROUP III buses that accommodate 48 passengers, with orthopedic lift

Recommendation:

Award of contract is recommended to:

GROUP I: American Bus Sales and Service, Annapolis, MD
GROUP IA: American Bus Sales and Service, Annapolis, MD
GROUP III: American Bus Sales and Service, Annapolis, MD

Responsible school or office: Office of Transportation

Contact Person: Wayne Hopkins

Funding Source: Multi-year lease purchase agreement

7. Contract: Special Education Individual Education Plan Software Management System
Bid #: JMI-601-05

Term: Perpetual beginning January 2005

Extension: N/A

Contract Ending Date: N/A

Estimated total award value: \$561,050 (initial implementation)

Renewed annually for: \$43,500 (software maintenance)

Bid issued: June 3, 2004

Pre-bid meeting date: June 17, 2004

Due Date: November 4, 2004

No. of vendors issued to: 21

No. of Final Proposals received: 6

Description:

This software will efficiently manage the records of BCPS Special Education students with Individual Education Plans (IEP), and Section 504 students. The software supports the management of a web-based enterprise solution that is accessible at local sites for teachers, school-based administrators, central office administrators, and system administrators through the BCPS Intranet. The application will seamlessly integrate with the existing BCPS software platforms and supported databases. It will also build upon the current functionality while maintaining, to the greatest extent possible, the same *look and feel* of our current IEP software (BCPS One System).

This computerized system provides an end-to-end solution for processing and reporting on IEP data.

Recommendation:

Award of contract is recommended to:

MAXIMUS, Inc.

Reston, VA

Responsible school or office: Office of Federal and State Programs

Contact Person: Ron Boone

Funding Source: Office of Third Party Billing
Operating Budget of Department of Federal and State Programs, Office of Special Education

8. Contract Modification – Design Services for Systemic Renovations at Arbutus Middle School

Estimated award value: \$6,426.40

Description:

On July 13, 2004, the Board of Education approved a Fee Acceptance with Burdette, Koehler, Murphy, and Associates to provide consultant services for the systemic renovations planned for Arbutus Middle School. Part of this design requires the installation of a new fire main for a sprinkler system. To install this new service will require a design for the extension of the existing water main in Shelbourne Road. The Department of Physical Facilities has negotiated a lump-sum fee of \$6,426.40 with the consultant to provide this service.

At this time, the Department of Physical Facilities recommends acceptance of the negotiated fee with Burdette, Koehler, Murphy, and Associates to provide the required design services associated with the systemic renovations at Arbutus Middle School.

Recommendation:

Award of contract modification is recommended to:

Burdette, Koehler, Murphy, and Associates Baltimore, MD

Responsible school or office: Department of Physical Facilities

Contact person: Richard H. Cassell
Clarence H. Foard

Funding source: Capital Budget – Project #106 – Arbutus Middle School
Systemic Renovations

10. Request – Easement at Chapel Hill Elementary School

Estimated award value: N/A

Description:

The Baltimore County Department of Public Works has requested a utility easement of approximately 0.089 acre and two temporary easements of approximately 0.264 acre adjacent to Joppa Road along the front of the Chapel Hill Elementary School site for the purpose of eliminating one pumping station on this property. The Department of Physical Facilities has reviewed this project and determined that any existing site facilities will not be permanently disturbed. Attached to this exhibit is a plan prepared by the Baltimore County Bureau of Land Acquisition to record this easement.

Recommendation:

Request the Board’s approval to enter into an agreement whereby Baltimore County Public Schools will grant to Baltimore County a utility easement right of 0.089 acres and two temporary easement rights of 0.264 acres of the property of Chapel Hill Elementary School.

Responsible school or office: Department of Physical Facilities

Contact person: Richard H. Cassell

Funding source: N/A

11. Contract: Approval of MOU--Secure Our Schools' Initiative Grant
Contract#: RGA-150-05 (Grant #2004CKWX0464)

Term: 1 year **Extension:** 0 **Contract Ending Date:** 2/1/06 (tentative)

Estimated annual award value: 150,000

Estimated total award value: 150,000

Bid/Proposal issued: NA

Pre-bid meeting date: NA

Due Date: NA

No. of vendors issued to: NA

No. of Bids/Proposals received: NA

No. of no-bids received: NA

Description:

The Baltimore County Public Schools' Office of Safety and Security has been awarded a grant from Baltimore County Secure Our Schools' Initiative Grant to install closed-circuit television systems for Overlea High School and Catonsville High School. The grant required BCPS to provide matching funds of \$75,000.

The project will consist of the installation of a complete turnkey closed-circuit television system (CCTV). Each school will have ten color Interior Pan, Tilt and Zoom cameras and five color Exterior Pan Tilt and Zoom cameras. Each school will also be provided with digital video recorders (DVR).

Recommendation:

That a Memorandum of Understanding between Baltimore County Public Schools and Baltimore County Government be approved.

Responsible office: Office of Safety and Security

Contact Person: Charles R. Jenkins

Funding source: Secure Our School Initiative Grant

Appendix II - Baltimore County Bureau of Land Acquisition Plan - Easement at Chapel Hill Elementary School

