

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: July 13, 2004
TO: **BOARD OF EDUCATION**
FROM: Dr. J. Hairston, Superintendent
SUBJECT: **REQUEST TO NEGOTIATE – ON-CALL CONSTRUCTION
MONITORING SERVICES AT VARIOUS SCHOOLS**

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

RESOURCE

PERSON(S): Donald F. Krempel, Ph.D., Executive Director
Department of Physical Facilities
Richard Cassell, P.E., Administrator
Office of Engineering and Construction
E. Phillip Schied, P.E., Program Manager
Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves a request to negotiate.

Request to Negotiate – On-Call Construction Monitoring Services at Various Schools.

Appendix I – Request to Negotiate

**Request to Negotiate
On-Call Construction Monitoring Services at Various Schools
July 13, 2004**

To address numerous needs for on-site construction monitoring, the Department of Physical Facilities requires the use of engineering consultants on an “on-call” basis. In order to obtain these services, the Office of Purchasing advertised a Request for Proposals for On-Call Construction Monitoring Services. The scope of the advertised services included, but is not limited to, the following construction and renovation related tasks: on-site monitoring of construction activities for various construction and renovation projects; assuring proper staging and material placement to allow for uninterrupted on-site educational activities; preparation of daily reports indicating extent of work completed and contractors involved; review of completed construction with respect to project requirements; reporting on compliance/failure with respect to contract documents. All procedures in the Board of Education’s Policy and Rule, Section 3250 were followed to advertise, qualify, and select consultants.

On June 21, 2004, the Qualification Committee met and reviewed the “expressions of interest” submitted by nine (9) consultants. This information was reviewed and graded with the Qualification Committee stating that the Selection Committee should consider seven qualified firms.

The Selection Committee met on June 23, 2004 to discuss the Qualification Committee’s report and ranked the consulting firms according to the highest score and evaluation. The Selection Committee recommends that approval be given to begin contract negotiations with the following four firms:

Development Facilitators, Inc.
KCI Technologies
Johnson, Mirmiran, Thompson Engineering
Sidhu Associates

APPROVED:



Donald F. Kremmel, Ph.D.
Executive Director