



**BOARD OF EDUCATION OF HOWARD COUNTY  
MEETING AGENDA ITEM**

**TITLE:** Bids and Contracts **DATE:** April 7, 2020

**PRESENTER(S):** Douglas Pindell, Purchasing Director

**Strategic Call to Action Alignment:** Operations and practices are responsive, transparent, fiscally responsible and accountable, with students at the heart of all decisions.

**OVERVIEW:**

<u>Exhibit</u>	<u>Description</u>	<u>Amount</u>
<b>PC-53</b>	<b>UNINTERRUPTIBLE POWER SUPPLY DEVICES AND SERVICES FOR E-RATE FUNDING</b> IP DataSystems, Inc.	\$427,369.00
<b>PC-54</b>	<b>CHROMEBOOKS AND CARTS</b> CDWG Government LLC	\$5,783,988.00
<b>PC-55</b>	<b>MOBILE HOT SPOT DEVICES</b> AT&T	\$115,710.00
<b>PC-56</b>	<b>SCHOOL BUS ROUTING AND FLEET MANAGEMENT SOLUTION</b> Tyler Technologies, Inc.	\$335,904.50
<b>PR-24</b>	<b>NEXT GENERAL FIREWALL EQUIPMENT, SOFTWARE, SERVICES, AND RELATED SUPPORT</b> Daly Computers, Inc.	\$207,813.60
<b>PR-25</b>	<b>PORTABLE CLASSROOM PURCHASE</b> EMH Environmental, Inc.	\$921,855.00
<b>PR-26</b>	<b>LAPTOP SLEEVES</b> CDWG Government LLC	\$160,600.00

PC-Competitive solicitations issued by the Procurement Office.

PR-Piggyback recommendations as allowed by law and policy.

**RECOMMENDATION/FUTURE DIRECTION:**

It is recommended that the Board approve the bid award recommendations in the amounts listed.

**SUBMITTED BY:** Douglas Pindell  
Purchasing Director

**APPROVAL/CONCURRENCE:** Michael J. Martirano, Ed.D.  
Superintendent

Karalee Turner-Little  
Deputy Superintendent

Scott W. Washington  
Chief Operating Officer

**UNINTERRUPTIBLE POWER SUPPLY DEVICES AND SERVICES  
FOR  
E-RATE FUNDING**

Fact Sheet

1. The Howard County Public School System (HCPSS) issued a competitive bid for Uninterruptible Power Supply (UPS) equipment by filing an FCC Form 470 (Description of Services Requested and Certification) with the Schools and Libraries Division of the Universal Service Administration Company (E-Rate). The Universal Service Administration Company posted the Form 470 to solicit bid responses. The Schools and Libraries Division of the Universal Service Administration Company provides discounts (E-rate) to assist schools and libraries in the United States to obtain affordable technology.
2. The bid requested pricing for UPS equipment, implementation services, and a six-year maintenance warranty. The expected life of UPS equipment is up to 10 years. UPS equipment is used to protect hardware from an unexpected disruption of power or voltage spike. Maintaining the network during a power failure is critical to ensure Internet access for continuity of instruction and critical systems at all HCPSS locations.
3. Responses were received from the companies listed below.

Shire Wireless Communications LLC	\$361,051.00
IP DataSystems, Inc.	\$427,369.00
Data Networks of America, Inc.	\$471,255.00
Disys Solutions, Inc.	\$480,256.98
CDW Government LLC	\$578,807.30
Omicron Technologies LLC	N/A

4. It is recommended that bids from Shire Wireless Communications LLC and Omicron Technologies LLC be considered non-responsive as neither provided pricing that aligned with the bid requirements.
5. It is recommended that the Board approve the contract for a one-time purchase to IP DataSystems, Inc. in the amount of \$427,369.00. This equipment qualifies for discounts offered by the Universal Service Fund (E-Rate).
6. Funding is provided by the FY20 Operating Budget, Broadband and Telecommunications, Program #7203, Capital Budget, and Technology Services Budget #9714

**CHROMEBOOKS AND CARTS  
COVID-19 ACTION**

Fact Sheet

1. In response to Governor Hogan's Proclamation Declaration of State of Emergency - COVID-19, the State Superintendent's closing of schools, and to ensure continuity of teaching and learning, the Howard County Public School System has initiated the below purchase.
2. On July 12, 2018, PC-8, the Board of Education (the Board) awarded RFP 059.18.B5, Laptop Computer Purchase, Setup, and Distribution, to CDWG Government LLC. The initial term was for four years with the option to renew for three additional one-year periods pending successful performance and availability of funding.
3. On 03/23/2020 HCPSS placed an order from CDWG Government LLC for 14,000 Chromebooks and 424 Chromebook carts.
4. The cost of the additional Chromebooks and carts is \$5,783,988.00. The combined cost of Chromebooks and carts does not exceed the approved contract value of \$15,160,000.00.
5. The emergency situation justifies the need to move forward with this purchase. Staff will be looking for savings in other areas of our budget, redeploying existing funds where possible, and continuing to monitor the possibility of state and federal reimbursements to fund these purchases. Given the duration of the process to receive reimbursement, it is likely that we may need to use funds from the HCPSS unassigned fund balance, if the expense cannot be covered through a categorical budget transfer. The Budget Office will be presenting the year-end categorical transfer on April 16, and at that time will provide additional information on the funding to support this purchase.

## MOBILE HOT SPOT DEVICES

### COVID-19 ACTION

#### Fact Sheet

1. In response to Governor Hogan's Proclamation Declaration of State of Emergency - COVID-19, the State Superintendent's closing of schools, and to ensure continuity of teaching and learning, the Howard County Public School System has initiated the below purchases.
2. On August 17, 2017, PR-10, the Board of Education (the Board) approved the utilization of Fairfax County Public Schools Virginia contract #4400006674 - Telecommunications Services: Wireless, Digital, & Data Services, Associated Services/Equipment with AT&T for wireless telephone and data services. The contract went into effect July 1, 2016 and expires June 30, 2021 with the option to renew for five (5) additional one-year periods.
3. On 03/18/2020 HCPSS placed an order with AT&T for 1,000 mobile hot spot devices to distribute to students without Internet access at home utilizing the existing contract ([www.fairfaxcounty.gov/cregister/ContractDetails.aspx?contractNumber=4400006674](http://www.fairfaxcounty.gov/cregister/ContractDetails.aspx?contractNumber=4400006674)). These hot spots will allow staff and students continuity of instruction.
4. It is recommended that the Board of Education approve the continued use of the Fairfax County Public Schools Virginia contract for the purchases of the mobile hot spot devices and services. By utilizing this contract, HCPSS is entitled to discounted volume pricing established by the Fairfax County Public Schools contract.
5. We anticipate a need for these devices and services for a three-month period with a cost of \$115,710.00. However, if the term needs to be extended, we have established a unit cost of \$.99 per device and a monthly service cost of \$38.24 per device up to a maximum of 22 GB after which the throughput will be throttled down.
6. The emergency situation justifies the need to move forward with this purchase. Staff will be looking for savings in other areas of our budget, redeploying existing funds where possible, and continuing to monitor the possibility of state and federal reimbursements to fund these purchases. Given the duration of the process to receive reimbursement, it is likely that we may need to use funds from the HCPSS unassigned fund balance, if the expense cannot be covered through a categorical budget transfer. The Budget Office will be presenting the year-end categorical transfer on April 16, and at that time will provide additional information on the funding to support this purchase.

**SCHOOL BUS ROUTING AND FLEET MANAGEMENT SOLUTION  
RFP 012.20.B5**

Fact Sheet

1. The Howard County Public School System (HCPSS) prepared and issued to obtain proposals from qualified firms to provide, implement and maintain a School Bus Routing and Fleet Management Solution.
2. The Pupil Transportation Office (PTO) desires a replacement cloud-based school bus routing solution (Solution) to facilitate school bus routing, school bus telematics, contractor payments, bell time modelling, and boundary reviews. HCPSS’s present routing software is used to plan bus routes. The PTO seeks to enhance automation of student bus assignments, and add functionality offered by on-board GPS. Additionally, the solution will facilitate boundary review coordination with the Office of School Planning by using data sets such as in-house enrollment projections, GIS layers, and impact on bus routes.
3. The RFP was posted on the HCPSS Purchasing website and eMaryland Marketplace as required by the State of Maryland. Proposals were received from eight companies:

Education Logistics, Inc.	Transfinder Corporation
HBSS Connect Corp.	Trapeze Software ULC dba TripSpark Technologies
Safe Fleet Holdings LLC	Tyler Technologies, Inc.
CalAmp Corp.	Via Mobility LLC

4. An evaluation committee evaluated each proposal for technical capabilities and pricing in accordance with RFP requirements. The committee was facilitated by Purchasing Contract Specialist Ted Ludicke, and comprised of Pupil Transportation Analyst Doug Kampe, Pupil Transportation Area Manager Monica Pringle, Pupil Transportation Area Manager Adam Downes, Information Technology Programmer Analyst II Mike Priewe, and School Planning Manager Renee Kamen.
5. Based on the recommendation of the committee, HCPSS invited three firms to present their solutions. Best and Final Offers were then requested of two of the firms for hosted software, implementation, and maintenance through the initial five (5) year contract term. Results are as follows:

Company	First Year	Year 2-5 Annual Recurring Costs	Total 5-year Costs
Tyler Technologies, Inc.	\$335,904.50	\$278,459.38	\$614,363.88
Education Logistics, Inc.	\$281,800.00	\$284,000.00	\$565,800.00

6. The RFP requested pricing on for additional functionality such as real-time operational data monitoring and collection, and on-board guidance and navigation. Presently funding is not available to pay for these options. In coming years, if additional funding is available, HCPSS may seek Board approval to incorporate the additional functionality.
7. It is recommended that the Board of Education award a contract to Tyler Technologies, Inc. for the initial first year in the amount of \$335,904.50. The initial contract term shall be for five (5) years from the date of contract execution and may be renewed for three (3) additional one-year terms.
8. Funding is provided by the FY20 Operating Budget, Transportation Operating Budget, Program # 6801

**NEXT GENERAL FIREWALL EQUIPMENT,  
SOFTWARE, SERVICES, AND RELATED SUPPORT**

Fact Sheet

1. The Howard County Public School System (HCPSS) uses Palo Alto Next Generation Firewalls (NGFW) to protect its computer network equipment, providing port/protocol inspection, malware blocking, application-level inspection, and intrusion prevention. NGFWs are essential to be in compliance with providing safe Internet access for teachers, students, and staff.
2. The Board of Education (BOE) approved a contract with Daly Computers, Inc. on April 28, 2016, PC-22, to provide NGFW equipment, software, services, and support.
3. HCPSS's Department of Information Technology (IT) has chosen not to renew the fifth and final year of the current contract in favor of a new contract which will result in a long-term cost saving and lease newer, more efficient hardware that allows for the installation of up-to-date security features.
4. As advised by the Purchasing Office, IT obtained competitive quotes from vendors awarded contracts by the Maryland Education Enterprise Consortium (MEEC), <http://meec-edu.org>, of which HCPSS is a member. MEEC members consist of over 200 colleges and universities, K-12 education institutions, libraries, museums, and other education-related organization in Maryland. Three quotes were obtained.

Daly Computers, Inc.	\$1,039,068.00
Carasoft Technology Corp.	\$1,379,800.00
Skyline Network Engineering, LLC	\$1,495,800.00

5. It is recommended that the BOE approve a contract with Daly Computers, Inc., utilizing MEEC contract #UMD-972016, for a five-year lease. The lease is a \$1 (one dollar) Buyout lease. Once the lease is paid, HCPSS will own the equipment. Annual lease payments will be \$207,813.60. The total cost for the NGFWs will not exceed \$1,039,068.00.
6. Funding is requested in the FY21 Operating Budget, Information and Network Technology, Program #9714, subject to appropriate fiscal funding.

## **PORTABLE CLASSROOM PURCHASE**

### Fact Sheet

1. At the March 26, 2020 Howard County Board of Education meeting, the School Planning Office presented its recommendation for the purchase and placement of portable classrooms for the 2020-21 school year. The approval of this recommendation requires the need to piggyback an existing contract to purchase thirteen new portable classrooms for the next school year.
2. The Baltimore County Public School Systems Purchase of Relocatable Classrooms Contract #JBO-716-19 was competitively bid and awarded to EMH Environmental, Inc. on May 7, 2019 and will expire on December 31, 2024. The award information can be found at the Baltimore County Public School System web site at:  
[https://esmsolutions.agiloft.com/ui/record/edit.do?page=wUHohyGQUJhNb0XAH0fPPRaza5c10047.al;en;CSRF\\_NONCE=BAFD8E05CD8A8230CC30B0FA2A4D6C7A?\\_mode=view&\\_unifier=66429&\\_recordId=850&\\_prevTarget=close](https://esmsolutions.agiloft.com/ui/record/edit.do?page=wUHohyGQUJhNb0XAH0fPPRaza5c10047.al;en;CSRF_NONCE=BAFD8E05CD8A8230CC30B0FA2A4D6C7A?_mode=view&_unifier=66429&_recordId=850&_prevTarget=close)
3. It is recommended that the Board of Education approve staff to utilize the Baltimore County Public Schools Contract #JBO-716-19 for the purchase of 13 modular classrooms for the total amount of \$921,855.00. This does not include additional costs such as carpentry, demolition, painting, skirting, ADA ramps, and asphalt walking paths etc. Carpentry as well as electrical and data connections will be provided by others under separate on-call contracts. The typical cost for carpentry, electrical and data is \$70,000.00 per unit.
4. By utilizing this contract, the administrative cost of bidding and time will be saved in order to fulfill the approved School Planning Office's 2020-21 portable classroom placement recommendation prior to the start of the next school year.
5. Funding is located in the FY20 Capital Budget, Relocatable Classrooms, Project #1045.

**LAPTOP SLEEVES**

**COVID-19 ACTION**

Fact Sheet

1. In response to Governor Hogan's Proclamation Declaration of State of Emergency - COVID-19, the State Superintendent's closing of schools, and to ensure continuity of teaching and learning, the Howard County Public School System has initiated the below purchase.
2. CDWG Government LLC is under contract with the Maryland Education Enterprise Consortium (MEEC), of which HCPSS is a member. MEEC members consist of colleges and universities, K-12 education institutions, libraries, museums and other education-related organizations in Maryland representing over 200 members.
3. On 03/26/2020 HCPSS placed an order with CDWG to purchase 7,300 laptop sleeves utilizing the MEEC contract UMD-972016-Category 5, IT Hardware contract (<http://meec-edu.org/files/2020/03/CDW-Government-MOD-2-Award-Worksheet-2-2020-Rev.-2.7.2020.pdf>).
4. The total cost is \$160,600. The cost per laptop sleeve is approximately \$22 each.
5. The emergency situation justifies the need to move forward with this purchase. Staff will be looking for savings in other areas of our budget, redeploying existing funds where possible, and continuing to monitor the possibility of state and federal reimbursements to fund these purchases. Given the duration of the process to receive reimbursement, it is likely that we may need to use funds from the HCPSS unassigned fund balance, if the expense cannot be covered through a categorical budget transfer. The Budget Office will be presenting the year-end categorical transfer on April 16, and at that time will provide additional information on the funding to support this purchase.