

Quick Reference of Items Going Before the Board of Education (BOE)

- **Spec Review:**

Any supplies or services requiring a future bid or request for proposal, when the potential spend is greater than \$50,000, will be sent to the BOE as a calendar item, giving notice of the event in the future.

- Example: **Bid 18FS1**, Milk and Dairy Products. BACKGROUND/SUMMARY: The intent of this solicitation is to establish a contract for the purchase of milk and dairy products served by the Food and Nutrition Services department.

- **Recommendation:**

Any supplies or services requiring a bid or request for proposal, when the potential spend is greater than \$50,000, will be sent to the BOE as a recommendation. These items shall be approved by the BOE before any award is presented and before any contract is executed.

- Example: **BID 17MISC17** CULINARY ARTS PROGRAM SUPPLIES AND EQUIPMENT FOR FREDERICK HIGH SCHOOL. Overview: This recommendation is to establish a contract for culinary arts program supplies and equipment for the newly built Frederick High School. Bids were opened on May 25, 2017.

- **Renewal:**

Any supplies or services that have been previously awarded to a vendor with options to renew the contract life beyond the current fiscal year into the next, can be renewed if to the advantage of Frederick County Public Schools (FCPS).

- Example: **Bid 15T6**, Tire Retread Services. Overview: This recommendation is to renew the contract for retread tire services to be used by the Transportation Department of FCPS. The renewal period will be effective from July 1, 2017 through June 30, 2018, with one additional one-year renewal option available.

- **Extension:**

Any supplies or services that have been previously awarded to a vendor with no options to renew the contract life can be extended with written consent by all parties involved.

- Example: **Bid 12M10**, Trash Removal Services. Overview: This recommendation is for the extension for trash removal services for all Frederick County Public Schools and office buildings. The term of this contract extension will be effective from July 1, 2016 through June 30, 2019.

- **Information Item:**

Any supplies or services that exceed \$50,000 will be sent to the BOE as a “piggyback” identifying the entity that originally requested the bid and proof of its competitiveness. By Maryland law all government and school districts can utilize or “ride” the competitive process used by other State entities.

- Example: PURPOSE OF PRESENTATION: Staff would like to inform the Board of Education of Frederick County that FCPS is riding **RFP 16-18**, Facilities Management Software and Solutions from the National Intergovernmental Purchasing Alliance. This contract will be utilized by FCPS to support the computerized maintenance management system, SchoolDude.