### PURPOSE OF PRESENTATION:
Staff has reviewed the attached contract and recommends approval by the Board of Education of Frederick County.

### BACKGROUND/SUMMARY:
This recommendation is to establish a contract for the inspection of school vehicles, mainly school buses, in the FCPS fleet. Bus inspections can only be performed by vendors who employ a certified bus inspector.

### PRESENTER(S) & TITLE(S):
- Bill Meekins, CPPB, CPCP, Purchasing Agent
- Mark Maggitti, Fleet Maintenance Manager, Transportation

### SUBMITTED BY:
- Stephen P. Starmer, C.P.M., CSBA, Purchasing Manager
- Leslie R. Pellegrino, Chief Financial Officer

---

**Meeting Date:** May 10, 2017  
**Agenda Session:**  
- Regular (Information, Reports, System Recognitions)  
- Work Session (Bids, former F&F items)  
**Title (Subject):** Bid 17T4, School Bus Inspection  
**Access:** Public  
**Type:**  
- Action (e.g., bids)  
- Information (e.g., grants under $25k)  
- Report  
**Aspirational Goals:**  
- 1-Student Achievement  
- 2-Effective and Engaged Staff  
- 3-Resource Allocation  
- 4-Family and Community Involvement  
- 5-Health and Safety  
**Recommended Action:** Board approval of Bid 17T4, School Bus Inspection  
**Backup Documents:**  
- Yes  
- No  
- If yes, how many?  
- Submitted:  
- Herewith  
- Later  
- Both  
**Comment:** Immediately following receipt of an email confirmation that this item has been approved by the Superintendent, the person posting this agenda topic to BoardDocs is responsible for emailing the approved PPT to tim.dean@fcps.org.
BID 17T4
SCHOOL BUS INSPECTION

FACT SHEET

A. **Overview:** This recommendation is to establish a contract for the inspection as well as additional labor and/or materials to repair a vehicle that does not pass the inspection requirements. Bids were received on April 6, 2017.

1. **Bid participation:**
   - 21 proposals downloaded
   - 4 companies submitted a bid

2. **Bids were received from:**
   - Central Maryland International Trucks (Frederick, MD)
   - Colonial Equipment Company (Monrovia, MD)
   - Mark’s Equipment Service, Inc. (Frederick, MD)
   - Testerman Bus Service (Mt. Airy, MD)

3. **Other facts:**
   - The contract will be effective from the date of award through May 31, 2019, with two additional two-year renewal options available.
   - Bidders submitted pricing for the cost to inspect a school bus, according to the Motor Vehicle Administration form EP-213, School Vehicle Inspection Certification – Type A (Exhibit A).
   - Approximately $99,000 was expended on school bus inspections in FY17.
   - An estimated 70 buses are scheduled for inspection during the first year of the contract.
   - This contract will be administered by Mark Maggitti, Fleet Maintenance Manager, Transportation.

4. **Source of Funding:** FY17 Approved Operating Budget and contingent upon Board approval of FY18 and FY19 Operating Budgets.

---

B. **Recommendation:** Staff recommends that Bid 17T4, School Bus Inspection, be awarded to Central Maryland International Trucks (Frederick, MD), Colonial Equipment Company (Monrovia, MD), Mark’s Equipment Service, Inc. (Frederick, MD) and Testerman Bus Service (Mt. Airy, MD), per the attached Bid Tabulation.

---

C. **Action taken by the Board (Purchasing use only):**

<table>
<thead>
<tr>
<th>AB</th>
<th>Approved</th>
<th>Denied</th>
<th>Deferred</th>
<th>Other</th>
<th>BM/avb</th>
</tr>
</thead>
<tbody>
<tr>
<td>05.10.17</td>
<td>Date</td>
<td>Date</td>
<td>Date</td>
<td>Date</td>
<td>BOE Mtg.: 05.10.17</td>
</tr>
</tbody>
</table>
### I. SCHOOL BUS INSPECTION

A. Cost to provide bus inspection, as required by the Motor Vehicle Administration form EP-213, School Vehicle Inspection Certification Type A:

<table>
<thead>
<tr>
<th>Central Maryland International Trucks</th>
<th>Colonial Equipment</th>
<th>Mark’s Equipment</th>
<th>Testerman Bus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unit Flat Labor Rate</td>
<td>Unit Flat Labor Rate</td>
<td>Unit Flat Labor Rate</td>
<td>Unit Flat Labor Rate</td>
</tr>
<tr>
<td></td>
<td>$300.00</td>
<td>$147.00</td>
<td>$420.00</td>
</tr>
</tbody>
</table>

### II. LABOR

A. Labor Rate per hour for Mechanical Repairs (1 hour):

<table>
<thead>
<tr>
<th>Central Maryland International Trucks</th>
<th>Colonial Equipment</th>
<th>Mark’s Equipment</th>
<th>Testerman Bus</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$116.00</td>
<td>$98.00</td>
<td>$85.00</td>
</tr>
</tbody>
</table>

B. Additional labor cost per wheel to replace brake pads during the inspection:

<table>
<thead>
<tr>
<th>Central Maryland International Trucks</th>
<th>Colonial Equipment</th>
<th>Mark’s Equipment</th>
<th>Testerman Bus</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$34.80</td>
<td>$58.80</td>
<td>$85.00</td>
</tr>
</tbody>
</table>

C. Additional labor cost per wheel to replace brake rotor during the inspection:

<table>
<thead>
<tr>
<th>Central Maryland International Trucks</th>
<th>Colonial Equipment</th>
<th>Mark’s Equipment</th>
<th>Testerman Bus</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$116.00</td>
<td>$117.60</td>
<td>$106.25</td>
</tr>
</tbody>
</table>

D. Additional labor cost per wheel to replace brake caliper during the inspection:

<table>
<thead>
<tr>
<th>Central Maryland International Trucks</th>
<th>Colonial Equipment</th>
<th>Mark’s Equipment</th>
<th>Testerman Bus</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$116.00</td>
<td>$78.40</td>
<td>$42.50</td>
</tr>
</tbody>
</table>

E. Additional cost to pick up and deliver bus:

<table>
<thead>
<tr>
<th>Central Maryland International Trucks</th>
<th>Colonial Equipment</th>
<th>Mark’s Equipment</th>
<th>Testerman Bus</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$70.00</td>
<td>N/C</td>
<td>N/C</td>
</tr>
</tbody>
</table>