



BoardDocs Cover Page

(Due to final Cabinet-level approval on Monday at noon, 2+ weeks prior to BOE meeting date)

Meeting Date:	May 22, 2019	
Agenda Session: (Category)	<input checked="" type="checkbox"/> Work Session (Bids, former F&F items, etc.) <input type="checkbox"/> Closed <input type="checkbox"/> Regular, Preliminary Items (System Recognitions)	<input type="checkbox"/> Regular, Action/Consent <input type="checkbox"/> Board Items <input type="checkbox"/> Public Hearing
Title (Subject):	Bid 13M12, Hand Soap, Hand Sanitizer and Dispenser Units (Renewal)	
Access:	<input type="checkbox"/> Private <input checked="" type="checkbox"/> Public	
Type:	<input type="checkbox"/> Business Item <input type="checkbox"/> Policy Item <input type="checkbox"/> Strategic Plan Item <input type="checkbox"/> System Recognition <input checked="" type="checkbox"/> Action (e.g., bids, action/consent items) <input type="checkbox"/> Consent (e.g., staffing, policies, grants over \$25k)	<input type="checkbox"/> Information (e.g., grants under \$25k) <input type="checkbox"/> Discussion <input type="checkbox"/> Minutes <input type="checkbox"/> Report <input type="checkbox"/> Special Agenda Type <input type="checkbox"/> Procedure
Aspirational Goals: (May select multiple)	<input type="checkbox"/> 1-Student Achievement <input type="checkbox"/> 2-Effective and Engaged Staff <input checked="" type="checkbox"/> 3-Resource Allocation	<input type="checkbox"/> 4-Family and Community Involvement <input type="checkbox"/> 5-Health and Safety
Recommended Action:	Board approval of contract renewal - Bid 13M12, Hand Soap, Hand Sanitizer and Dispenser Units	
Backup Documents:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If yes, how many? _____ Submitted: <input checked="" type="checkbox"/> Herewith <input type="checkbox"/> Later <input type="checkbox"/> Both Is one a PowerPoint (PPT): <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Comment: _____	
Immediately following receipt of an email confirmation that this item has been approved by the Superintendent, the person posting this item to BoardDocs is responsible for emailing the approved PPT to jeremy.eccard@fcps.org and kelly.gordon@fcps.org .		

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

BACKGROUND/SUMMARY: This recommendation is to renew the contract for the installation of hand soap and hand sanitizer dispensers and the purchase of hand soap and hand sanitizer refills for Frederick County Public Schools.

PRESENTER(S) & TITLE(S):

Shane Ryberg, Purchasing Agent
John Carnahan, MBA, FMP, Custodial Services Manager

SUBMITTED BY:

Stephen P. Starmer, C.P.M., CSBA, Purchasing Manager
Leslie R. Pellegrino, Chief Financial Officer

BID 13M12
HAND SOAP, HAND SANITIZER AND DISPENSER UNITS
(RENEWAL)

FACT SHEET

A. **Overview:** This recommendation is to renew the contract for the installation of hand soap and hand sanitizer dispensers and the purchase of hand soap and hand sanitizer refills for Frederick County Public Schools (FCPS).

1. **Other Facts:**

- This contract will be effective from June 1, 2019 through May 31, 2024, with no further renewal options available.
- Approximately \$50,000 was spent in FY19.
- Orders will be placed, as needed, to stock the warehouse, throughout the contract period with no purchase guarantee of any specific quantity or total dollar amount. The dispensing units for both hand soap and hand sanitizer will be provided by the vendor at no cost to FCPS.
- FCPS has incurred minimal price increases, totaling less than 1%.
- This contract will be administered by John Carnahan, MBA, FMP, Custodial Services Manager, or designee.

2. **Source of Funding:** FY19 Approved Operating and contingent upon Board approval of FY20, FY21, FY22, FY23, and FY24, Operating Budgets.

B. **Recommendation:** Staff recommends renewal of Bid 13M12, Hand Soap, Hand Sanitizer and Dispenser Units, to Acme Paper & Supply Co., Inc, of Savage, MD, and Daycon Products Co., Inc., of Upper Marlboro, MD, at the unit prices indicated on the attached Summary of Renewal, in an unspecified dollar amount.

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

AB Approved _____ Denied _____ Deferred _____ Other SR/ab

5.22.19 Date _____ Date _____ Date _____ Date BOE Mtg.: 05.22.19

Bid 13M12, Hand Soap, Hand Sanitizer and Dispenser Units
Summary of Renewal

				ACME PAPER & SUPPLY CO., INC.					
				PREFERRED					
ITEM #	DESCRIPTION	EST QTY	UOM	MFG BRAND, PART NUMBER, PACKAGING	QNTY. PER CASE	UNIT PRICE	TOTAL PRICE	NOTES	AMOUNT PER PUSH
3	HAND SANITIZER REFILL	575*	CASE	BETCO 77829	6-12	\$ 36.44	\$ 20,953.00		.6ML
4	HAND SANITIZER DISPENSER	4,000	EACH	BETCO 91821	12/CS	#4. HAND SANITIZER			SAME

* Case quantites are per year

DAYCON PRODUCTS CO., INC.										
ITEM #	DESCRIPTION	EST QTY	UOM	MFG BRAND, PART NUMBER, PACKAGING	MFG BRAND, PART NUMBER, PACKAGING	QNTY. PER CASE	UNIT PRICE	TOTAL PRICE	NOTES	AMOUNT PER PUSH
1	HAND SOAP REFILLS	8,000*	CASE	CLEANWELL FOAM HAND SOAP 1-LITTER CARTRIDGE	DEB/SBS #57530 AEROROSE FREE	8-1 LITER	\$4.71625 \$37.73/CS	\$ 301,840.00		.7ML
2	HAND SOAP DISPENSER	6,000	EACH	CLEANWELL FOAM HAND SOAP DISPENSER	DEB/SBS PROLINE 1 LITER W/FCPS LOGO	24/CS	SEE SPECIFICATIONS #2. HAND SOAP DISPENSER			