

BOARD OF EDUCATION OF HARFORD COUNTY

DECISION ON CONTRACT AWARD ON SCIENCE /LABWARE SUPPLIES AND EQUIPMENT

June 23, 2008

Background Information:

Harford County Public Schools has traditionally procured its requirements for science and labware supplies either through a competitive line item bid process or by “piggybacking” other competitive awards by school districts, most recently the Fairfax County Public School bid which offered a catalog discount of approximately 29.5% with free shipping. Annually HCPS procures approximately \$100,000 of these supplies including chemicals and live specimens.

Discussion:

Harford County Public Schools as a member of U.S. Communities Public Services Alliance (www.uscommunities.org) has used many U.S. Communities contracts for commodities such as copiers, office supplies, sporting goods, security cameras –as well as many others. U.S. Communities asked Harford County Public Schools to be the Lead Agency on the Science Labware catalog contract. This will allow public agencies around the country to utilize our contract as their contracting vehicle.

The Purchasing Department issued a Request for Proposal (RFP#08-04026) and proposals were received on April 30, 2008. An evaluation committee consisting of purchasing professionals from Davis United School District-California, Hillsborough County Public Schools-Florida, Anne Arundel County Public Schools –Maryland as well as members of the Harford County Public Schools Purchasing Department (including an ex-officio role by Mr. Mark Herzog), met for two days to evaluate the proposals received. Of the four proposal received, two were found to be non-responsive (Sargent Welch and Science Kit). The evaluators scored two proposals received from Fisher Scientific and Frey Scientific. The evaluators decided that the proposal from Fisher Scientific was the most favorable and offered the best value both in terms of the technical and price submissions. The following summarizes the price proposals of the two proposers:

	Fisher	Frey
1. Base discount off catalog	31%	28%
2. Additional discount if designated a sole provider by school district	1.0%	None
3. Rebates: Volume/Large Order/E-commerce	1.5-2.5%	1.0%
4. Minimum order amount	None	None
5. Shipping	None**	None*

*Free Shipping on all items except furniture, hazardous material and live specimens.

**Free Shipping on all items except live and hazardous material when Fisher is designated a sole supplier with certain exceptions by the customer. Alaska and Hawaii not included.

This will be a five year agreement with the option to renew for one additional two-year period.

Superintendent's Recommendation:

The Superintendent of Schools recommends that the Board of Education accepts the recommendation made by the evaluation committee to approve the award of a national contract for science and labware supplies to Fisher Science Education, 4500 Turnberry Drive, Hanover Park Illinois, 60133.