

The meeting of the Contract Review Committee was called to order at 1:00 PM on December 5, 2024, by Melissa Garner.

CRC Members In Attendance

Fariba Kassiri (Chair), CEX
Melissa Garner, PRO
Megan Greene, OCA
Chris Mullin, OMB

Procurement Staff in Attendance

Amelia Marian	Kalaria Obasi	Sarah McRae
Benjamin Comer	Karen DeLuca	Segyung Yaeger
Bradley Pique	Maryamawit Wright	Sheronda Baltimore
Breanna Stroman	Michael Shull	Zoe Polach
Eli Fuhrman	Robert Norris	
Eric Harris	Sarah Giambra	
Erik Haugen		

Items Discussed - 10 Item(s)

Item #1: Police

Action Type:	Sole Source/Non-Competitive		
Contractor:	Peraton, Inc.	Contract:	TBD
Contract Desc:	services related to integration of the National Capital Region Law Enforcement Information Exchange (NCR-LInX) Program		
Execution:	--	Expiration:	--
Contract Val:	\$510,000.00	Cost of Action:	\$510,000.00

Nicholas Picerno, and Patricia Ross were in attendance on behalf of Police.

Background

OEMHS and Police are requesting approval for a sole source contract with Peraton, Inc. to provide for services related to integration of the National Capital Region Law Enforcement Information Exchange (NCR-LInX) Program.

Motion

Melissa Garner moved to approve the sole source/non-competitive with Peraton, Inc., for one year, with two additional one year renewal options. This is at an estimated value that over the three-year term is not to exceed \$510,000 and in accordance with Procurement Regulation, 4.1.12.3(a)(1) and 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

Item #2: Department of General Services

Action Type:	Amendment/Extension Beyond the Term/Sole Source/Non-Competitive		
Contractor:	Tilley Chemical Co., Inc.	Contract:	1092910
Contract Desc:	Motor Oils, Lubricant, DEF, Greases, and Related Items		
Execution:	12/17/18	Expiration:	12/16/24
Contract Val:	\$5,306,490.28	Cost of Action:	\$1,100,000.00

Bradley Weatherly, Gregory Mooradian, and Suzanne Kapust were in attendance on behalf of the Department of General Services.

Background

MCG Contract No. 1092910 was executed December 17, 2018, for one year with three, one-year renewal options. The purpose of this contract is to provide motor oils, lubricant, DEF, greases, and other related items as required and upon request of the Department of General Services, Division of Fleet Management Services (DFMS). DFMS has already exercised a one-year extension beyond the term at the approval of the Director, Office of Procurement and an 1st extension beyond the term via CRC approval.

Solicitation #1162623 was issued and opened on October 21, 2024. There were six bids received, all of which failed to meet the requirements of the solicitation. The method of award required that bidder must bid all lines of the solicitation to be eligible for award. Under required bid documents, bidders were required to submit both material data sheets and safety data sheets with their bids. Two bidders failed to submit material and safety data sheets with their bids, and four bidders failed to submit all items.

DFM requests this action under Procurement Regulation 4.1.12.3(a)(2); the valid performance or delivery dates can only be met by one source. The goods provided by Tilley Chemical Co., Inc. under this Contract are critical to maintain the operability and support of the County's diverse fleet across multiple departmental users; therefore, a gap in service is not acceptable by DFMS. If granted, DFMS requests the term be extended from December 17, 2024, to December 16, 2025, with a ten-day kick-out clause to be enforced when a replacement contract(s) is successfully executed. This request is in the best interest of the County.

Motion

Melissa Garner moved to approve the extension beyond the term with Tilley Chemical Co., Inc., contract #1092910, for 1 year with a 10-day kick-out clause. This is at an estimated value of \$1,100,000.00 and in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

Item #3: Department of General Services

Action Type:	Change Order/Increase Funding/Sole Source/Non-Competitive		
Contractor:	Doyle Construction Company	Contract:	1150676
Contract Desc:	Construction Services for 6th District Police Station - Change Order #5		
Execution:	3/30/23	Expiration:	3/29/26
Contract Val:	\$28,018,505.00	Cost of Action:	\$171,301.66

Behrooz Alemi was in attendance on behalf of the Department of General Services.

Background

CO5 for \$171,301.66

Motion

Melissa Garner moved to approve the change order number five with Doyle Construction Company, contract #1150676. This is at an estimated value of \$171,301.66, which brings the total contract sum to \$28,189,807.01 and is in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

Item #4: Police

Action Type:	Sole Source/Non-Competitive		
Contractor:	Qiagen LLC	Contract:	TBD
Contract Desc:	Qiagen's validations and consumables for four (4) Qiagen QIAcube Classic extraction robots and two (2) Qiagen EZ2 Connect FX extraction robots.		
Execution:	--	Expiration:	--
Contract Val:	\$166,679.07	Cost of Action:	\$166,679.07

Jennifer Breaux, and Patricia Ross were in attendance on behalf of Police.

Background

A new Contract with Qiagen LLC, in the approximate amount of \$166,679.07, for the purchases of Qiagen's validations and consumables for four (4) Qiagen QIAcube Classic extraction robots, and two (2) Qiagen EZ2 Connect FX extraction robots. Qiagen's validation and reagents/consumable quotations are attached for reference. The MCPD is requesting the contract term for one year with two (2) one-year renewals. Qiagen LLC is the manufacturer of the instruments that are awaiting validation. Qiagen provide the validation services for their instrumentation, to include the four (4) Qiagen QIAcube Classic extraction robots and two (2) Qiagen EZ2 Connect FX extraction robots utilizing Qiagen's proprietary software and chemistry. As the manufacturer, Qiagen has intimate knowledge of the design and functionality of their equipment, along with proprietary information that must be applied during the process. Qiagen's team of qualified Application Specialists who are experts from within the forensic field, are familiar with the standard steps of forensic DNA testing and are able to provide customizable validation planning to meet the needs of the individual laboratory. The Qiagen validation team ensures that all validation studies meet or exceed the required forensic accreditation standards such as ISO/IEC 17025:2005 and the FBI Quality Assurance Standards for Forensic DNA Testing Laboratories.

Motion

Melissa Garner moved to approve the sole source/non-competitive with Qiagen LLC for 1 year with two additional one year renewal options. This is at an estimated value of \$166,679.07 and in accordance with Procurement Regulation, 4.1.12.3(a)(1). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

Item #5: Department of General Services

Action Type:	Amendment/Extension Beyond the Term/Sole Source/Non-Competitive		
Contractor:	CRW Parts, Inc.	Contract:	1112092
Contract Desc:	Transit and Heavy-Duty Brake Reline Program and Brake System Replacement Parts - Primary: Groups IV, V; Secondary: Group VI		
Execution:	1/14/20	Expiration:	1/13/25
Contract Val:	\$2,158,511.94	Cost of Action:	\$570,000.00

Bradley Weatherly, and Gulshan Babra were in attendance on behalf of the Department of General Services.

Background

MCG Contract No. 1112092 was executed in 2020, for a one year term with three oneyear renewal options, with an expiration date of January 13, 2025. This contract is essential for providing transit and heavy-duty Brake Reline Program and Brake System replacement parts, which support the Division of Fleet Management Services (DFMS) and the Department of Transportation (DOT).

The replacement solicitation IFB# 1175068 is currently under review by the Office of Procurement. However, the services provided under this contract are crucial for maintaining the operability and support of the County's heavy equipment and vehicles. Therefore, any gap in service is not acceptable to DFMS. This request for a contract extension is not just a matter of procedure, but a critical step to ensure the uninterrupted operation of the County.

The Department of General Services, Division of Fleet Management Services requests this action under Procurement Regulation 4.1.12.3(a)(2); the valid performance or delivery dates can only be met by one source. This contractor continues to be responsive and responsible to the terms and requirements of the contract, and the prices are fair and reasonable. CRW Parts, Inc. is the only vendor capable of completing this work without a major operational impact.

Motion

Melissa Garner moved to approve the extension beyond the term with CRW Parts, Inc., contract #1112092, for 1 year with a 10-day kick-out clause. This is at an estimated value of \$570,000.00 and in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

Item #6: Department of General Services

Action Type:	Amendment/Extension Beyond the Term/Sole Source/Non-Competitive		
Contractor:	Donald B. Rice Tire Company, Inc.	Contract:	1082934
Contract Desc:	Commercial Tire Service and Inventory Supply		
Execution:	1/8/19	Expiration:	1/7/25
Contract Val:	\$10,807,310.58	Cost of Action:	\$2,581,000.00

Suzanne Kapust was in attendance on behalf of the Department of General Services.

Background

The County relies on Donald B. Rice Tire Company, Inc. to provide commercial tire and inventory supply to support the Division of Fleet Management Services, the Department of Transportation, and the Department of Fire and Rescue Services. The Department issued replacement IFB #1162622, slated to open December 19, 2024. There were significant delays in issuing this solicitation due to a modification of the scope of services to improve the installation process currently utilized by the County. Other delays in the issuance were to incorporate Montgomery County Department of Fire and Rescue Service's (MCFRS) requirements into the solicitation, which necessitated MCFRS to go before CRC for standardization of their tires for their complete fleet of apparatus. Based on the operational requirements of the County fleet, Donald B. Rice Tire Company Inc. is the only vendor capable of providing these goods without a major operational impact. With the change in seasons and inclement weather approaching, DFMS cannot be without a steady supply of tires to ensure the continuance of critical services in the winter months that are reliant on tires and tire installation services, such as community leafing services, snow removal and road treatment for inclement weather, and transit bus routing. The Department of General Services, Division of Fleet Management Services requests this action under Procurement Regulation 4.1.12.3(a)(2); the valid performance or delivery dates can only be met by one source. The contractor is responsible and responsive. The prices provided by the contractor continue to be fair and reasonable. The Department requests an additional one-year extension with a 10-day kickout be granted for MCG Contract No.1082934.

Motion

Melissa Garner moved to approve the extension beyond the term with Donald B. Rice Tire Company, Inc., contract #1082934, for 1 year with a 10-day kick-out clause. This is at an estimated value of \$2,581,000.00 and in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

Item #7: County Attorney's Office

Action Type:	Amendment/Extension Beyond the Term		
Contractor:	Planet Depos, LLC	Contract:	1100167
Contract Desc:	Court Reporting, Stenographic and Transcription Services		
Execution:	12/19/19	Expiration:	12/18/24
Contract Val:	\$90,000.00	Cost of Action:	\$20,000.00

Trevor Ashbarry was in attendance on behalf of the County Attorney's Office.

Background

Office of the County Attorney requests an extension beyond the term for one year with a ten-day kickout clause, pursuant to Procurement Regulations 15.5.1.3 and 4.1.12.3(a)(2). This is the third extension beyond the term for these services. OCA is in the process of drafting a replacement solicitation, but a new contract will not be in place by the current expiration date of December 18, 2024.

Motion

Melissa Garner moved to approve the extension beyond the term with Planet Depos, LLC, contract #1100167, for 1 year with a 10-day kick-out clause. This is at an estimated value of \$20,000.00 and in accordance with Procurement Regulations, 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

Item #8: Police

Action Type:	Sole Source/Non-Competitive		
Contractor:	Flying Lion, Inc.	Contract:	1178021
Contract Desc:	Remote Pilot in Command (RPIC) contracted staff for our approved Drone as a First Responder (DFR) Program.		
Execution:	--	Expiration:	--
Contract Val:	--	Cost of Action:	\$1,342,750.00

Douglas Miller, and Patricia Ross were in attendance on behalf of Police.

Background

The Department of Police is requesting non-competitive procurement approval from the Contract Review Committee (CRC) for a new Contract with Flying Lion, Inc., in the approximate total amount of \$1,342,750, for the procurement of the Remote Pilot in Command (RPIC) contracted staff for our approved Drone as a First Responder (DFR) Program.

The concept of this program is to utilize an Unmanned Aircraft System (UAS) to fly to a call for service and arrive prior to first responders on the ground. The video feed from the UAS is viewed by department personnel to assist in evaluation of the scene and circumstances before first responders in the field arrive. This will provide necessary tactical information and situational awareness to help officers safely respond to incidents, de-escalate situations, and increase efficiency.

Motion

Melissa Garner moved to approve the sole source/non-competitive with Flying Lion, Inc., contract #1178021, for 1 year with one additional renewal option. This is at an estimated value of \$671,375 and in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

Item #9: Department of General Services

Action Type:	Sole Source/Non-Competitive		
Contractor:	Thermo King West, Inc. dba Force TK, Inc.	Contract:	TBD
Contract Desc:	Contract will facilitate OEM parts and services for Thermo King Mobile Refrigeration Units&HVAC Sys, repair and/or replacement on either County premises to maintain County's transit buses/heavy trucks		
Execution:	--	Expiration:	--
Contract Val:	\$0.00	Cost of Action:	\$1,500,000.00

Ahron Berney, Gulshan Babra, and Keith Stickley were in attendance on behalf of the Department of General Services.

Background

The Department of General Services (DGS), Division of Fleet Management Services (DFMS) requests Contract Review Committee approval to enter into a Non-Competitive Contract with Thermo King West, Inc. dba Force TK, Inc. ("Thermo King"). This contract will facilitate Original Equipment Manufacturer (OEM) parts and services for Thermo King Mobile Refrigeration Units and HVAC Systems, repair and/or replacement on either County premises or at the vendor's facility.

Thermo King LLC is the sole provider of the Thermo King parts and products, distributed solely through its network of authorized dealers in Maryland. Thermo King West, Inc. dba Force TK, Inc. is the authorized dealer responsible for supplying Thermo King equipment, service, and support. There are no independent distributors licensed to service Thermo King HVAC systems by Thermo King LLC in the State of Maryland, and the proprietary nature of the parts renders aftermarket alternatives unavailable. Consequently, soliciting competitive bids from dealers in neighboring states is not feasible. The repair and maintenance of transit buses with Thermo King HVAC systems is critical to ensuring the safety and reliability of the fleet as adherence to FTA and ADA guidelines mandate functional HVAC systems in all revenue service buses. A malfunctioning HVAC system necessitates that the bus be taken out of service until the repairs are completed.

In addition, maintaining Thermo King HVAC systems in heavy trucks utilized by Alcohol and Beverage Services (ABS) is crucial for preserving the quality of the products sold by the County. Thermo King is the only authorized repair center in the region offering both warranty and non-warranty onsite repairs services. Their certified technicians, equipped with specialized tools and proprietary diagnostic software ensures repairs are executed with precision and accuracy and significantly reducing vehicle downtime.

Motion

Melissa Garner moved to approve the non-competitive with Thermo King West, Inc. dba Force TK, Inc. for OEM parts and service, for 1 year with 4 additional one year renewal options. This is at an estimated annual value of \$1,500,000.00 and in accordance with Procurement Regulations, 4.1.12.3(a)(1) and 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

Item #10: Department of General Services

Action Type:	Standardized Procurement		
Contractor:	CRW Parts, Inc.	Contract:	TBD
Contract Desc:	DFMS needs to procure Meritor brand Transit and Heavy-Duty Brake replacement parts for its Gillig buses and heavy-duty trucks for compatibility/reliability. Meritor is the OEM for these vehicle brakes		
Execution:	--	Expiration:	--
Contract Val:	\$0.00	Cost of Action:	\$580,000.00

Bradley Weatherly, and Gulshan Babra were in attendance on behalf of the Department of General Services.

Background

Department of General Services, Division of Fleet Management Services (DFMS), is requesting Contract Review Committee’s approval for a five-year period for a standardized procurement of Meritor brand Transit and Heavy-Duty Brake Replacement Parts (new OEM Shoes, Pads, Brake Drums, Drum Kits & Rotors, Super Kits) pursuant to Montgomery County Procurement Regulations Section 4.1.13.2 (a-f).
DFMS needs to procure Meritor brand Transit and Heavy-Duty Brake replacement parts for its Gillig buses and most of heavy-duty trucks. Meritor is the Original Equipment Manufacturer (OEM) for these vehicles’brakes, ensuring compatibility and reliability. The brake parts used on these buses and heavy-duty trucks are newly manufactured parts, not remanufactured. Utilization non-OEM brake parts on new buses compromises performance and voids manufacturer’s warranty. For warranty compliance, Merritor is the preferred choice specified by the OEM vehicle manufacturers. Meritor is a global leader in brake for commercial vehicle industry and preferred (OEM) supplier. Their products are known for meeting high Quality standard ensuring safety, superior performance, energy efficiency and reliability. Based on the facts outlined, DFMS respectfully requests approval to standardize the purchase of Meritor-brand Transit and Heavy-Duty Brake Replacement Parts. This standardization will not only ensure the safety and reliability of our fleet but also provide significant cost savings over the long term. We also seek authorization to enter into a contract resulting from IFB# 1175068 for a one-year term, with the option to renew for four additional one-year periods. This extended term is justified to maintain alignment with the safety standards and specifications required for transit buses.

Motion

Melissa Garner moved to approve the standardization of Meritor brand OEM parts for transit and heavy duty brake replacement parts for Gillig buses and heavy duty trucks. The standardization is approved for five years and is in accordance with Procurement Regulation, 4.1.13.2. Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

The meeting was adjourned at 2:09 PM.