

BALTIMORE COUNTY PUBLIC SCHOOLS

Dr. Myriam Rogers ♦ Superintendent ♦ 6901 North Charles Street ♦ Towson, MD ♦ 21204

March 13, 2024

All Participating Bidders:

This letter is to inform you that the Baltimore County Public Schools (BCPS) Office of Purchasing will make recommendation of award for “**GDA-313-24 Printing of Student Handbooks**”.

The following firms have been selected and are pending approval by the Board of Education of Baltimore County at its regularly scheduled Board meeting on **May 7, 2024**.

H.G. Roebuck & Son, Inc.	Baltimore, MD
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Upon approval by the Board of Education, BCPS Contracts will contact Award Bidders regarding contract execution. BCPS Contracts may be contacted via email at contracts@bcps.org for instructions on how to complete the required documentation. Insurance certificates and signed contract must be received before a Purchase Order can be issued. Awarded firm(s) who have **not** done business with BCPS prior to this award, must register for a BCPS vendor number.

Click the link: <https://app.smartsheet.com/b/form/3176338d9b1b4666986e6eb8360f4200>

- Complete the form with the requested information.
- Attach a copy of your W9 via drag and drop to complete registration.
- Click Submit.
- A BCPS team member will email you your vendor number.

Thank you for participating in this procurement and for your interest in partnering with BCPS. We support and encourage your participation in future BCPS projects. If you have any questions concerning this notification, please contact me at the address shown below.

Sincerely,

Gabriel da Graca

Gabriel da Graca
Sr. Purchasing Agent, Office of Purchasing
Baltimore County Public Schools

c: Kevin Roberts, Director, Office of School Climate and Culture
Contracts@bcps.org
Bid file

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