

Office of the Superintendent of Schools
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland


May 22, 2025

REVISED

APPROVED BY BOARD

MEMORANDUM

To: Members of the Board of Education

From: Thomas W. Taylor, Superintendent of Schools 

Subject: Expenditure Authorization to Enter into Contracts of \$25,000 or More

☐ Information ☒ Action

Superintendent Recommendation:
The superintendent recommends that the Board of Education authorize the execution of contracts of \$25,000 or more and the expenditures up to the value indicated.

WHEREAS, Funds have been budgeted for the purchase of equipment, supplies, and contractual services; now therefore be it

Resolved, That having been duly advertised or justified, the following contracts be awarded to the most responsive and responsible bidders or offerors meeting specifications up to the indicated value, as follows:

- 1086.6

Third-Party Billing Services for Students with Disabilities

Responsible Offices: Office of Special Education—Division of Business, Fiscal and Information Systems

Description: This is a request to approve a new contract to develop and support a third-party billing service for students with disabilities who are Medicaid eligible. Through legislation established in 1988, Montgomery County Public Schools may partially recover costs through Medicaid for appropriate related services provided to public school students.

Procurement Authority: Annotated Code of Maryland, Education Article §5-112, and Board of Education (Board) Policy DJA, *MCPS Procurement Practices and Bid Awards*

<u>Awardee:</u> RelayHub, LLC, Bristol, Rhode Island	\$225,000
TOTAL PROCUREMENT CONTRACTS \$25,000 OR MORE	\$225,000

Formal bids and request for proposals (RFPs) were obtained and evaluated by the Division of Procurement, Office of Finance, in consultation with the users. The tabulations, cost comparisons, and budget account verifications are available in the Division of Procurement files. Summary information about vendors that receive payments of \$25,000 or more during a fiscal year, July 1 through June 30 of the following year, is available in the Funding Accountability and Transparency [database](#) on the MCPS website. The information identifying vendors by names and locations is the information submitted on the Internal Revenue Service Form W-9 with local affiliates noted as applicable.

TWT:IAW:RR:amd

Attachment

BID/RFP No.	BID/RFP NAME	No. of Vendors Mailed	No. MFD Vendors Mailed	Total No. of Bids Received	Total No. of MFD Bids Received	Total No. of Bids Awarded	Total No. of MFD Contracts Awarded
1086.6	Third-Party Billing Services for Students with Disabilities	132	81	6	1	1	0