




City of Bowie

2614 Kenhill Drive
Bowie, Maryland 20715

December 24, 2008

MEMORANDUM

TO: City Council 

FROM: David J. Deutsch, City Manager

SUBJECT: Indoor Sports Facility Feasibility Study

The current fiscal year budget for 2009 includes funds in the amount of \$25,000 to conduct a feasibility study and some design analysis for a potential new indoor sports facility. Staff advertised for these services and thoroughly reviewed all eleven proposals received for these services.

At the conclusion of this review, staff recommended The Hughes Group of Sterling, Virginia that provided a bid at \$49,430, at almost twice the projected funded level for these services. This item was scheduled for City Council approval at its first meeting in December, however, I removed this item from the agenda in order to review the project and concept further.

This additional review time has resulted in a different recommendation to Council. Council's main focus on this project is the feasibility study portion of the original advertisement. The study will determine whether or not an additional indoor recreational facility is deemed necessary. If the answer is positive, the feasibility study will determine specifically what type of activities are not being effectively served, and identify what sports need to be included in this new facility. If the answer is no, there is no need to provide further funding for this concept in the budget process.

Staff recommends that all bids provided by the eleven vendors be rejected due to cost considerations. Staff was impressed, however, with one subcontractor that was utilized somewhat differently by three of the eleven vendors to provide the actual feasibility study. There was one feasibility study approach that effectively meets the needs of the City of Bowie at a cost of \$25,430. Since this cost is closer to the budgeted amount of \$25,000, and the vendor has significant experience in the recreation feasibility field, I am confident we can resolve this issue using less dollars noted above, and award a contract to this firm at a subsequent Council meeting after advertising an intention to negotiate for these services, in accordance with Section 61 Purchasing and Contracting of the City Charter.

Recommendation: It is recommended that all bids be rejected for the previously advertised indoor sports facility feasibility study. Staff will pursue an intent to negotiate for professional services with the desired subcontractor, and provide that information and project timetable at a subsequent Council meeting for consideration.



City of Bowie

2614 Kenhill Drive
Bowie, Maryland 20715

MEMORANDUM

TO: City Council

FROM: David J. Deutsch
City Manager

SUBJECT: Indoor Sports Facility Feasibility Study
R-79-08

DATE: November 25, 2008

Council requested \$25,000 be included in the FY09 budget to conduct a feasibility study to determine if there is a need to construct a new indoor sports facility. If the results of this needs analysis are positive, a second phase of this study will occur to determine what the facility should include and where it should be located.

In early September 2008 a Request for Proposals was prepared and disseminated that received eleven responses. The proposals received ranged in price from \$29,580 to \$156,795.

◆ Pinnacle	Prescott, AZ	\$29,580.00
◆ SP Arch Inc.	Pikesville, MD	\$49,091.42
◆ aka	St. Paul, MN	\$49,400.00
◆ Hughes Group	Sterling, VA	\$49,430.00
◆ Ripken	Baltimore, MD	\$55,743.00
◆ Bargmann Hendrie + Archetype, Inc.	Boston, MA	\$60,000.00
◆ Brailsford & Dunlavey	Washington, DC	\$68,237.00
◆ Crossroads & Odell	Tampa, FL	\$73,500.00
◆ Moody-Nolan	Washington, DC	\$77,190.00
◆ Studio JAED	Wilmington, DE	\$143,210.00
◆ Edmeades & Stromdahl	Bel Air, MD	\$156,795.00

Staff reviewed the proposals and selected the *Hughes Group Architects* as being the most responsive bidder. This was determined by considering several factors including satisfaction of other clients, proximity of the principal to the City, design of similar projects, responsiveness to the bid document, cost and the caliber of the subcontractor identified to conduct the feasibility portion of the study. The Hughes Group's proposal is \$49,430.

RESOLUTION

OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AWARDING A CONTRACT TO CONDUCT A FEASIBILITY STUDY
TO DETERMINE THE NEED FOR AN INDOOR SPORTS FACILITY
TO THE HUGHES GROUP ARCHITECTS

WHEREAS, the City has a growing population of children and adults who wish to participate in organized sports; and

WHEREAS, there is an ever increasing number of sports organizations and teams competing for existing indoor practice and game venues; and

WHEREAS, the Recreation Master Plan has identified a need to construct another indoor sports facility; and

WHEREAS, the City has solicited and received bids to conduct this study;
and

WHEREAS, the city has reviewed bids submitted by 10 different firms; and

WHEREAS, The Hughes Group Architects has submitted a bid of \$49,430;
and

WHEREAS, the Hughes Group Architects bid meets all the requirements of the RFP; and

WHEREAS, staff has determined that the Hughes Group bid is the most reasonable bid based on a combination of factors including the satisfaction of other clients, proximity of the principal to the City, design of similar projects, responsiveness to the bid document, cost and caliber of the subcontractor.

NOW THEREFORE, BE IT RESOLVED, by the Council of the City of Bowie, Maryland, that the Council awards a contract in the amount of \$49,430 to the Hughes Group Architects to conduct an Indoor Sports Facility Feasibility Study.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland, at a Regular Meeting on December 3, 2008.

G. Frederick Robinson, Mayor

ATTEST:

Pamela A. Fleming, City Clerk

The City Manager's Professional Services Account for Fiscal Year 2009 has \$25,000 allocated for this project. Since the cost for this project will be \$49,430, a Supplemental Budget Ordinance will be required.

Staff recommends that Council authorize the City Manager to enter into a contract for \$49,430 with *The Hughes Group Architects* to conduct an Indoor Sports Facility Feasibility Study in accordance with R-79-08.