



City of Bowie

2614 Kenhill Drive
Bowie, Maryland 20715

MEMORANDUM

TO: City Council

FROM: David J. Deutsch, City Manager *DJD*

DATE: March 19, 2009

SUBJECT: Proposed Award of a City Contract to CitiRoof Corp. for Modifications and Repairs to the Bowie Ice Arena Roof (R-18-09)

The City of Bowie operates the Bowie Ice Arena located at 3330 Northview Drive in Allen Pond Park, which recently began to experience significant leaks through the roof in and around the concealed gutter. These leaks are allowing for water intrusion through the ceiling into the snack bar, causing property damage and requiring the snack bar to close during times of inclement weather. Also, there are several areas on the flat roof that are in need of repair.

The current year capital budget does not currently include funding for this work, as the need for these repairs were not anticipated at the time the budget was prepared. If City Council approves this recommendation, a supplemental budget ordinance will be prepared. The City recently issued a request for proposals for the work. Bids were opened on March 16, 2009 at 2:00 p.m. The bids received for this work are as follows:

| | | | |
|-----------------------------------|----------|--|----------|
| CitiRoof Corp. Columbia, MD | \$17,887 | J&K Contracting Capitol Heights, MD | \$48,000 |
| RRH Associates Huntingtown, MD | \$34,000 | Ruff Roofers, Inc. Baltimore, MD | \$49,000 |

Upon review of the bids, staff determined that CitiRoof Corp. submitted the lowest most responsive and responsible bid. Staff has verified all listed references and is satisfied that the low bidder, CitiRoof Corp. is qualified and understands the scope of the work required to complete this job.

Recommendation: Staff recommends the contract for modifications and repairs to the Bowie Ice Arena roof be awarded to CitiRoof Corp. in the amount of \$17,887, and that R-18-09 be approved. The award of the contract and the contract itself shall be contingent on the subsequent appropriation of funds.

RESOLUTION

OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AWARDING A CONTRACT FOR MODIFICATIONS AND REPAIRS TO THE
BOWIE ICE ARENA ROOF TO CITIROOF, CORP.

WHEREAS, the City of Bowie owns and maintains the Bowie Ice Arena, located at 3330 Northview Drive, Bowie, Maryland; and

WHEREAS, the roof at the Bowie Ice Arena is leaking and in need of repair; and

WHEREAS, a request for proposals was issued for the work necessary to correct existing gutter leaks and patch the flat roof areas, which had a closing date of March 13, 2009 at 2:00 p.m. at which time four bids were received and opened; and

WHEREAS, staff thoroughly analyzed the proposals and checked references, and concluded that the lowest, most responsive and responsible qualified bidder is CitiRoof Corp. of Columbia, Maryland; and

WHEREAS, it has been determined that CitiRoof Corp. of Columbia, Maryland is fully capable of completing the necessary work per City specifications.

NOW, THEREFORE, BE IT RESOLVED by the Council for the City of Bowie, Maryland that the City Manager is hereby authorized to enter into an Agreement with CitiRoof Corp. of Columbia, Maryland in the amount of \$17,887 for the modification and repair of the roof at the Bowie Ice Arena.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on April 6, 2009.

G. Frederick Robinson
Mayor

ATTEST:

Pamela A. Fleming
City Clerk