

## MEMORANDUM

To: City Council

From: David J. Deutsch  
City Manager

Date: June 9, 2009

Subject: General Contracting Services for New City Hall – R-39-09

City Council has authorized the construction of a new City Hall on land owned by the City in Town Center. This project consists of the following major components.

- Architectural and Engineering Firm Selection
- Project Design
- Project Permitting
- Construction Firm Selection
- Project Construction
- Project Closeout

The item before the City Council this evening is the selection of the General Contractor for construction of this project.

### Selection Process for General Contractor

Legal notices were placed and Statements of Qualifications (SOQ) were sent to various firms for General Contracting Services for the new City Hall project. Proposals were opened on March 27, 2009. A total of 27 proposals were received (see Attachment 1).

The City's Project Manager (Arcadis), Project Architect (Grimm + Parker) and City Project Management Team, consisting of City staff members representing each department of the City, evaluated the proposals from these firms in order to pre-qualify the top firms based on the quality of their submittals. Costs were not provided, nor considered at this juncture. The criteria used to evaluate these firms were:

1. **Project Performance** – During evaluation of project performance, emphasis will be placed on recent projects of a similar size and nature to the City Hall Project, including the applicant's ability to meet scheduled completion dates. Preference will be given to firms with experience on similar projects. At least one similar project must have been started and completed within the last 7 seven years.
2. **Personnel Qualifications/Experience** – The designated Project Manager and Superintendent's resumes must have experience on projects of similar size and scope. Applicant must dedicate the proposed personnel and for both positions to the project and

may not make changes without written approval from the City. The qualifications of other personnel will also be considered in this evaluation.

3. **References** – The City may contact the five references listed in the application and may contact other potential references if referred to them in the course of this evaluation. The City reserves the right to contact any party it deems appropriate and by submitting a response to this RFQ, the contractor releases the City and any references from all liability concerning this exchange of information.
4. **Financial Data** – Financial data will be reviewed and compared to industry standards.
5. **Safety Performance** – Safety data will be reviewed and compared to industry standards.
6. **Claims/Final Resolution/Judgments** – Evaluation of this data will be based on the number of affirmative answers to the questions and the details provided in explanation for each occurrence.
7. **Failure to Complete - Applicant** – Evaluation of the applicant’s failure to complete projects will primarily be based on the number of occurrences and the explanations for the failure to complete.
8. **Other Relevant Criteria** – Any other relevant criteria deemed to be in the best interest of the City may be evaluated in determining whether or not to accept an applicant’s submission. The evaluation may also consider any additional references or experience with other City of Bowie projects when determining acceptability of an applicant.

Based on the quality review described above, the following six firms were pre-qualified and asked to submit a cost proposal for construction of the new City Hall. The cost proposals submitted, including all add alternates are noted below.

- |   |                  |
|---|------------------|
| • Nardi Construction – Beltsville, Md.                    | No bid submitted |
| • Manekin Construction LLC – Columbia, Md.                | \$15,924,760     |
| • Forrester Construction Company – Rockville, Md.         | \$16,767,546     |
| • The Whiting-Turner Contracting Company – Baltimore, Md. | \$16,926,593     |
| • James G. Davis Construction Corp. – Rockville, Md.      | \$17,368,000     |
| • Morgan Keller Inc. – Frederick, Md.                     | \$18,828,400     |

Since these firms were all pre-qualified as being capable of constructing a project of this magnitude, unless there was some deficiency in the bid submitted, the lowest priced qualified contractor would be recommended for approval. No deficiency was determined to exist in the bid of low bidder, Manekin Construction LLC. Therefore, after a careful review of the proposals submitted, it was determined that Manekin Construction LLC had submitted the lowest qualified bid in the amount of \$15,924,760, including all add alternates.

The amount contained in the FY 2010 City Budget for General Contracting Services for the City Hall construction is \$26,000,000, so the cost proposed by Manekin Construction LLC of \$15,924,760 with add alternates is considerably below (\$10,075,240) the budget established by City Council for this project. It should be noted that payment of this cost would be made over a period of time based on the submission of monthly invoices for work completed. These invoices will also be reviewed and approved by the City’s Project Manager prior to payment.

Manekin Construction LLC is located in Columbia, Maryland and has 20 years experience working on comparable projects. Attached is the transmittal letter that Manekin provided with their RFQ submittal that provides a good overview of this company (see Attachment 2).

There were 11 add alternates or deducts as part of this bid (see Attachment 3). These add alternates and deducts were included to provide some flexibility should bids be either over or under the budgeted amount. Because the bids were so favorably priced and because each of these add alternates represents a desirable aspect of this project, staff recommends accepting all of the add alternates and not accepting any of the deducts. The price presented in this staff memo and resolution takes that approach.

Finally, there have been 18 public hearings, stakeholder meetings and budget adoptions pertaining to the City Hall project from November 2006 to the present (see Attachment 4). Once a general contractor is selected and under contract, a meeting will be scheduled to inform the community how the construction process will occur and to address any issues that may arise.

#### Staff Recommendation

Given the rigorous review process described above pertaining to the selection of a general contracting firm, given the breadth of general contracting firms that submitted proposals for this project, given the transparent process the City has engaged in regarding keeping the public informed about this project and given that proposals were significantly below the budgeted costs for this project, staff recommends City Council approval of Resolution R-39-09 approving Manekin Construction LLC as the general contracting firm for the City Hall Project for the contract cost of \$15,924,760, which includes all add alternates. As Council has requested, the City Manager would not be authorized to sign this contract until bond prices are obtained on or about July 7, 2009 and the closing for the bond issue occurs on or about July 21, 2009.

DJD/JLF/adf

Attachments

**R E S O L U T I O N**  
**OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND**  
**ACCEPTING A PROPOSAL FROM MANEKIN CONSTRUCTION LLC FOR**  
**GENERAL CONTRACTING SERVICES FOR THE NEW CITY HALL**

**WHEREAS**, advertisements were placed and requests for Statement of Qualifications (SOQ) were sent to various firms for General Contracting Services for the New City Hall Project; and

**WHEREAS**, at the SOQ opening on March 27, 2009, 27 proposals were received; and

**WHEREAS**, these proposals were analyzed by the City's Project Manager (Arcadis), the Project Architect (Grimm + Parker) and by the City's Project Management Team, consisting of City staff members representing each City Department, on a quality basis to determine the top six firms based on quality evaluation criteria established in the SOQ; and

**WHEREAS**, once these top six firms were pre-qualified indicating that they were each capable of carrying out a project of this magnitude, they were requested to provide prices for construction of the new City Hall; and

**WHEREAS**, based on the submittals received it was determined that Manekin Construction LLC located in Columbia, Maryland had submitted the lowest fee proposal of the pre-qualified firms in the total amount of \$15,924,760, including add alternates; and

**WHEREAS**, the FY 2010 City of Bowie Budget has \$26,000,000 budgeted for General Contracting Services, so that the provision of General Contracting Services is within budget.

**NOW, THEREFORE BE IT RESOLVED**, by the Council of the City of Bowie, Maryland, that the Council hereby accepts the proposal of Manekin Construction LLC and authorizes the City Manager to sign a contract, after bond prices are obtained on or about July 7, 2009 and the closing for the bond issue occurs on or about July 21, 2009, with Manekin Construction LLC in the amount of \$15,924,760, including add alternates.

**INTRODUCED AND PASSED** by the Council of the City of Bowie, Maryland, at a Regular Meeting on June 15, 2009.

G. Frederick Robinson, Mayor

Attest:

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Pamela A. Fleming, City Clerk