



City of Bowie

2614 Kenhill Drive
Bowie, Maryland 20715

MEMORANDUM

TO: City Council

FROM: David J. Deutsch, City Manager

DATE: November 17, 2010

SUBJECT: Proposed Award of a City Contract to Solar Energy Services, Inc. for the Bowie Genealogy Library Photovoltaic System Installation (R-80-10)

The City of Bowie owns and operates the Bowie Genealogy Library located at 12219 Tulip Grove Drive. The City has received American Recovery & Reinvestment Act funding from the Department of Energy for the installation of a grid-tied photovoltaic system at this facility. A Request for Proposals (RFP) was prepared and released on September 23, 2010 for the purchase and installation of the photovoltaic system.

Bids were opened on October 22, 2010 at 2:00 p.m. as follows:

<u>Vendor</u>	<u>Bid Amount</u>
Solar Energy Service, Inc. Millersville, MD	\$19,890

The architect's estimated cost for this project was \$20,816.00 and funding for this project is available.

After consultation with the City's Office of Grants Director and verification from the Department of Energy, the City is able to award a contract to a sole bidder, as the Federal Procurement rules allow us to enter into "Non Competitive" agreements where "after solicitation of a number of sources, competition is determined inadequate". Additionally, "public exigency for the requirement will not permit a delay resulting from competitive solicitation". The City has previously informed the Department of Energy in our last Quarterly Report that this project would be awarded before the end of the year.

Recommendation: I recommend approval of R-80-10, awarding a contract to Solar Energy Service, Inc. of Millersville, MD in the amount of \$19,890 for the purchase and installation of the grid-tied photovoltaic system at the Bowie Genealogy Library.

MAYOR G. Frederick Robinson MAYOR PRO TEM James L. Marcos

COUNCIL Dennis Brady ♦ Diane M. Polangin ♦ Isaac C. Truth ♦ Todd M. Turner ♦ Geraldine Valentino-Smith CITY MANAGER David J. Deutsch
City Hall (301) 262-6200 FAX (301) 809-2302 TDD (301) 262-5013 WEB www.cityofbowie.org

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AWARDING A CONTRACT FOR THE INSTALLATION OF A
GRID-TIED PHOTOVOLTAIC SYSTEM
AT THE BOWIE GENEALOGY LIBRARY

WHEREAS, the City of Bowie owns and maintains the Bowie Genealogy Library, located at 12219 Tulip Grove Drive, Bowie, Maryland; and

WHEREAS, the City has received American Recovery and Reinvestment Act funding from the Department of Energy for the installation of a grid-tied photovoltaic system at this facility; and

WHEREAS, a request for proposals was issued for the work necessary to complete this project that had a closing date of October 22, 2010 at 2:00 p.m., at which time one bid was received and opened in the amount of \$19,890; and

WHEREAS, after consultation with the City's Office of Grants Director and verification from the Department of Energy, the City is able to award a contract to a sole bidder, as the Federal Procurement rules allow us to enter into "Non Competitive" agreements where "after solicitation of a number of sources, competition is determined inadequate". Additionally, "public exigency for the requirement will not permit a delay resulting from competitive solicitation". The City has previously informed the Department of Energy in our last Quarterly Report that this project would be awarded before the end of the year; and

WHEREAS, staff has reviewed the proposal received by Solar Energy Services, Inc. of Millersville, MD in the amount of \$19,890.00, and determined the bid to be a responsive and responsible bid.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland that the City Manager is hereby authorized to enter into an Agreement with Solar Energy Services, Inc. in the amount of \$19,890 for the purchase and installation of a grid-tied photovoltaic system.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on December 6, 2010.

G. Frederick Robinson
Mayor

ATTEST:

Pamela A. Fleming
City Clerk