



# City of Bowie

2614 Kenhill Drive  
Bowie, Maryland 20715

## MEMORANDUM

TO: City Council

FROM: David J. Deutsch, City Manager

DATE: November 30, 2010

SUBJECT: Proposed Award of a City Contract to RLS Heating, Air Conditioning, and Refrigeration, LLC for the replacement of a rooftop HVAC system at the Bowie Playhouse (R-82-10)

The City of Bowie owns and operates the Bowie Playhouse located at 6314 Crain Highway. The existing rooftop HVAC system which services the stage area has outlived its useful life and requires replacement. An Invitation to Bid was prepared and released on November 11, 2010 for the purchase and installation of a replacement system and Three Phase Protection System.

Bids were opened on November 29, 2010 at 2:00 p.m. as follows:

<u>Vendor</u>	<u>Base Bid Amount</u>	<u>Three Phase Protection System Amount</u>
RLS Heating, Air Conditioning, & Refrigeration, LLC Baltimore, MD	\$12,180	\$250
RCS Commercial Air Elkridge, MD	\$12,262	\$231
Northern Bay Environmental Systems Hanover, MD	\$16,385	\$361
Hot & Cold Corporation Clinton, MD	\$26,680	\$575

The budget for this project is \$18,000.

Staff has reviewed and evaluated all bids received and has determined that RLS Heating, Air Conditioning, & Refrigeration, LLC, has submitted the most responsive and responsible bid.

**Recommendation:** I recommend approval of R-82-10, awarding a contract to RLS Heating, Air Conditioning, & Refrigeration, LLC of Baltimore, MD in the amount of \$12,430 for the purchase and installation of a new rooftop HVAC system for the Bowie Playhouse and a Three Phase Protection System.

**RESOLUTION**  
**OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND**  
**AWARDING A CONTRACT FOR THE PURCHASE AND**  
**INSTALLATION OF A ROOFTOP HVAC SYSTEM**  
**AT THE BOWIE PLAYHOUSE**

WHEREAS, the City of Bowie owns and maintains the Bowie Playhouse, located at 6314 Crain Highway, Bowie, Maryland; and

WHEREAS, the existing HVAC system that services the stage area has outlived its useful life and requires replacement; and

WHEREAS, the installation of the new HVAC system requires the installation of a Three Phase Protection System, identified as Additional Work #1.2.7; and

WHEREAS, an Invitation to Bid was issued for the purchase and installation of a replacement rooftop HVAC system and Three Phase Protection System that had a closing date of November 29, 2010 at 2:00 p.m., at which time four bids ranging from \$12,430 to \$27,255 were received and opened; and

WHEREAS, staff has reviewed the bids and has determined the lowest and most responsive responsible bidder is RLS Heating, Air Conditioning & Refrigeration, LLC of Baltimore, MD who submitted a total bid in the amount of \$12,430.

**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 RLS Heating, Air Conditioning & Refrigeration, LLC in the amount of \$12,430 for the purchase and installation of a rooftop HVAC system and Three Phase Protection System.

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

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G. Frederick Robinson  
Mayor

ATTEST:

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Pamela A. Fleming  
City Clerk