

MEMORANDUM

TO: City Council

FROM: Alfred D. Lott, City Manager

SUBJECT: Contract Award for Bowie Senior Center and Gymnasium Reception Desk Renovation and Interior Cabinet and Counter Replacements R-29-19

DATE: April 30, 2019

On April 15, 2019, Council awarded a contract in the amount \$93,250.00 to American Design Associates of Baltimore, Maryland for the replacement of the reception desks at both the Bowie Senior Center and the Bowie Gymnasium as well as cabinet and counter upgrades to the administrative work room at the Senior Center. The addition of Armorcore panels as an add/alternate for both reception desk was also included as part of the work. American Design Associates was determined to be lowest most responsive and responsible bid received.

Prior to execution of the final Agreement with American Design Associates, a miscalculation was revealed with respect to the contract amount calculated by staff and approved by Council on April 15, 2019. Staff has recalculated the project cost based on the American Design Associates bid submission and determined the correct amount to be \$115,611.69. The Senior Center improvements are \$64,434.46 which is \$5,765.54 under the appropriated budget of \$70,200; and the Gymnasium improvements are \$51,177.23 which is \$11,277.23 over budget. The Gymnasium overage will be charged off to the Gymnasium Repair & Maintenance account so the work can be completed.

Therefore the Department of Community Services recommends awarding a contract to American Design Associates of Baltimore, Maryland in the amount of \$115,611.69 to complete this work.

I concur with the recommendation of the Department of Community Services and request your approval of R-29-19.

ADL:SH:mr

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AWARDING A CONTRACT FOR REPLACEMENT OF THE RECEPTION DESKS
AT THE BOWIE SENIOR CENTER AND GYMNASIUM

WHEREAS, the City of Bowie owns the Bowie Senior Center and Bowie Gymnasium;
and

WHEREAS, the City intends to replace the existing original wood reception desks at both the Bowie Senior Center and Bowie Gymnasium that have outlived its useful life and replace cabinets and counter tops in several classrooms at the Senior Center; and

WHEREAS, a request for proposals was issued for the work that had a closing date of March 13, 2019 at 9:00 a.m., at which time three bids were received that ranged from \$132,457 to \$191,990; and

WHEREAS, staff has identified the need to reduce the scope of the project at the Senior Center in order complete the necessary work as close to the appropriated budget of \$110,100 as possible; and

WHEREAS, staff has reviewed the three bids received and determined the \$115,611.69 bid submitted by American Design Associates, Inc. of Baltimore, Maryland is the lowest most responsive and responsible bid for the reduced scope of work; and

WHEREAS, the balance of \$5,511.69 necessary to complete the Gymnasium improvements would come from the Bowie Gymnasium Repair & Maintenance account.

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 American Design Associates, Inc. in the amount of \$115,611.69 to fabricate and install new reception desks at the Bowie Senior Center and Bowie Gymnasium and make improvements to the workroom at the Bowie Senior Center.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on May 6, 2019.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez, City Clerk

G. Frederick Robinson, Mayor