

MEMORANDUM

TO: City Council

FROM: David J. Deutsch, City Manager

DATE: April 23, 2014

SUBJECT: Proposed Award of a City Contract to Ruff Roofers, Inc. of Baltimore, Maryland for Repairs to the Slate Roof at the Belair Mansion (R-22-14)

The City of Bowie owns and operates the Belair Mansion located at 12207 Tulip Grove Drive. The existing slate and standing metal seam roofs are in need of repair and/or replacement to insure they properly protect the structures integrity as well as the contents within the structure.

An Invitation to Bid was prepared and released on March 20, 2014 for the above work.

Bids were opened on April 15, 2014 at 11:00 a.m. as follows:

<u>Vendor</u>	<u>Bid Amount</u>
Ruff Roofers, Inc. Baltimore, MD	\$116,790
Ron Ruff Roofing, Inc Baltimore, MD	\$138,890
Crowley Construction, Inc. Greenbelt, MD	\$159,990

Staff and the project architect have reviewed and evaluated all bids received. Staff and the project architect have also reviewed the references provided and are confident Ruff Roofers, Inc. is fully capable of completing the work required of this project and have submitted the most responsive and responsible bid.

The FY14 Capital Improvement Program budget has appropriated \$116,000 for this project. However the budget amount did not take into account the architectural costs or contingency funds. The FY15 budget submission did acknowledge these cost omissions, and was adjusted to reflect the architectural cost of \$15,237.40 as well as a \$13,500 contingency. An allocation from the Facility Preventive Maintenance reserve will make up for the \$29,527.40 difference between the expected project cost and the current budget allocation.

Recommendation: I recommend approval of R-22-14, awarding a contract to Ruff Roofers, Inc., of Baltimore, Maryland in the amount of \$116,790 for repair and replacement of the slate and standing metal seam roof at the historic Belair Mansion.

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AWARDING A CONTRACT FOR THE REPAIR OF THE SLATE ROOF AND
REPLACEMENT OF THE STANDING METAL SEAM ROOF AT THE HISTORIC
BELAIR MANSION

WHEREAS, the City of Bowie owns and maintains the Belair Mansion, located at 12207 Tulip Grove Drive, Bowie, Maryland; and

WHEREAS, the slate and standing metal seam roof at the Belair Mansion requires immediate repairs and replacement; and

WHEREAS, the repaired slate roof and new standing metal seam roof will provide proper protection of the structure and its contents; and

WHEREAS, a Request for Proposals was issued for the slate roof repair and standing metal seam roof replacement with a closing date of April 15, 2014 at 11:00 a.m. Three bids ranging from \$116,790 to \$159,990 were received and opened; and

WHEREAS, staff and the project architect have thoroughly analyzed the proposals and verified references and concluded the lowest bid received from Ruff Roofers, Inc. of Baltimore, MD was determined to be the most responsive and responsible qualified 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 Ruff Roofers, Inc. of Baltimore, MD in the amount of \$116,790 for the repair of the slate roof and replacement of the standing metal seam roof at the Belair Mansion.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on May 5, 2014.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

G. Frederick Robinson, Mayor