

MEMORANDUM

TO: City Council

FROM: Alfred D. Lott, ICMA-CM, CPM
City Manager

SUBJECT: *Status Report*

DATE: February 8, 2018

Status Report

1. St. John Properties Letter re: Minority Business Participation

Last week, staff received the attached letter from St. John Properties regarding minority business participation in the construction of The Aspen apartment building. Mr. Andrew Roud, Regional Partner for St. John Properties, proposes a MBE/LBE/WBE workshop for businesses interested in bidding on the construction project. In addition, the developer will facilitate a Jobs Fair for those minority businesses looking for opportunities with the development of the project. Staff will attach the St. John letter to the letter transmitting City Council's official position on the Detailed Site Plan to the Prince George's County Planning Board.

2. City of Bowie Golf Course

The FY18 budget allocates \$250,000 for repairs and upgrades to the Bowie Golf Course. Of that amount, \$123,000 remains to continue repairs and upgrades.

Staff has identified the need for significant fairway repairs and has located a vendor, Mid-Atlantic Turf, under Wicomico County Board of Education Athletic Field Maintenance contract 79002-171 who will furnish the equipment and labor to sprig 304,920 square feet of fairways, at a cost of \$27,742.80.

As provided by Section 62 of the City Charter, this will serve as the required seven (7) day notice of intent to issue a purchase order to Mid-Atlantic Turf, Inc., in the amount of \$27,742.80.

ADL/lfr
Attachments



January 26, 2018

Joe
Mr. Joe Meinert
Director of Planning and Economic Development
City of Bowie
15901 Excalibur Road
Bowie, MD 20716

RE: SJPI Steps to Promote MBE/WBE/LBE Participation in Construction of the Aspen

Dear Bowie City Council:

Pursuant to the public hearing for the Melford Town Center Detailed Site Plan for the Aspen multifamily project held on the 16th of January, 2018, a comment was made by Councilmember Glass regarding the measures that could be taken to further define what St. John Properties, Inc. ("SJPI") would take with regards to MBE (Minority)/WBE (Women) and LBE (Local) business enterprises'. In response to this comment, I am writing this letter to outline the steps SJPI is willing to take to promote MBE/LBE/WBE participation in the construction of the Aspen.

For purposes of context, the Amendment to Annexation Agreement and Declaration of Covenants dated March 7, 2013 between the City and SJPI has the following provision regarding MBE/WBE/LBE participation:

"The MTSC Entities shall encourage participation in the development of the Mixed-Use Parcels by minority, women, and /or disadvantaged business owners."



As described to the Council on January 16, 2018, SJPI and it's partner (Somerset Construction) along with the general contractor (Whiting-Turner) will work with the City to facilitate a MBE/LBE/WBE workshop to review the various technical plans and specifications with potential MBE/WBE/LBE participants. This workshop will answer questions and review bid documents/forms to assist the MBE/WBE/LBE to provide accurate bid packages for the various trades involved with the construction of the Aspen.

SJPI/Somerset/Whiting-Turner will also work with the City of Bowie to facilitate a "Jobs Fair" only for MBE/WBE and LBE firms looking for opportunities with the development of the project. The "Jobs Fair" will occur after the technical plans workshop.

We are looking forward to working with the City on this exciting project and encouraging MBE/WBR/LBE participation in construction of the Aspen.

Best regards,

A handwritten signature in blue ink, appearing to read 'Andrew M. Roud', written over the typed name.

Andrew M. Roud
Regional Partner