

# MAYOR & COUNCIL AGENDA COVER SHEET

**MEETING DATE:**

March 2 , 2009

**CALL TO PODIUM:**

Ollie Mumpower

**RESPONSIBLE STAFF:**

Ollie Mumpower

**AGENDA ITEM:**

(please check one)

	Presentation
	Proclamation/Certificate
	Appointment
	Public Hearing
	Historic District
	Consent Item
	Ordinance
<b>X</b>	Resolution
	Policy Discussion
	Work Session Discussion Item
	Other:

**PUBLIC HEARING HISTORY:**

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

<b>TITLE:</b>
Resolution of the Mayor and City Council Authorizing the City Manager to Award a Contract for Comprehensive Engineering Services in Conjunction With the Design and Construction of the Teachers Way Extension (\$115,500)

<b>SUPPORTING BACKGROUND:</b>								
On January 5, 2009, the City solicited bids to provide for comprehensive professional engineering services in connection with the design and construction of Teachers Way from Girard Street to a point just west of Gaithersburg Middle School, reconfiguration of parking and bus stacking for the middle school, and modifications to the existing athletic fields between the middle and elementary schools.								
This work will be completed in accordance with a MOU with Montgomery County Public Schools. A private developer will design and construct the remaining portion of the roadway between the end of the City designed portion of the roadway and N. Summit Avenue.								
On January 21,2009, three bids were received and are listed below:								
<table border="1" style="width: 100%;"> <thead> <tr><th style="text-align: center;">Bidders</th><th style="text-align: center;">Bid Tabulation</th></tr> </thead> <tbody> <tr><td><b>ADTEK Engineers Inc.</b></td><td style="text-align: right;"><b>\$115,000.00</b></td></tr> <tr><td><b>A. Morton Thomas and Associates Inc.</b></td><td style="text-align: right;"><b>\$117,880.00</b></td></tr> <tr><td><b>Century Engineering</b></td><td style="text-align: right;"><b>\$175,844.05</b></td></tr> </tbody> </table>	Bidders	Bid Tabulation	<b>ADTEK Engineers Inc.</b>	<b>\$115,000.00</b>	<b>A. Morton Thomas and Associates Inc.</b>	<b>\$117,880.00</b>	<b>Century Engineering</b>	<b>\$175,844.05</b>
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<b>Century Engineering</b>	<b>\$175,844.05</b>							
Both City and Montgomery County Public Schools staffs have reviewed the proposals and recommend an award to the lowest bidder ADTEK.								
The funding for this project is available in CIP 07-2 (Teachers Way). The City is required to pay at least 20% of the total cost of this project. This funding will go toward meeting our obligation.								

<b>DESIRED OUTCOME:</b>
Vote on Resolution

# Resolution Request Form

REQUEST FORM FOR RESOLUTIONS PERTAINING  
TO EXPENDITURES FROM THE CITY BUDGET  
(CONTRACTS/PURCHASES, TRANSFER FUNDS)

(Please attach the Mayor and Council Agenda Cover Sheet to this Form. For contracts/purchases, the Cover Sheet MUST include a list of all bidders and bid amounts.)

Requested by: Ollie Mumpower Date of City Council Meeting: March 2, 2009

## AUTHORIZING

Purchase \_\_\_\_\_ Award Contract  Transfer Funds \_\_\_\_\_ Negotiate / Execute a Contract \_\_\_\_\_

## RFP / IFB INFORMATION:

Advertisement Date \_\_\_\_\_ N/A

Newspaper(s) \_\_\_\_\_ N/A

Bids Received (date) \_\_\_\_\_ N/A

## DESCRIPTION OF ITEM(S):

(Be specific; include quantity, item name, model number, etc.)

**Provide for comprehensive professional engineering services in connection with the design and construction of Teachers Way**

## CONTRACTED/PURCHASE FROM:

Company Name: ADTEK Engineers Inc.

Street Address: 97 Monocacy Boulevard, Unit H

P. O. Box Number: \_\_\_\_\_

City/State/Zip: Frederick, Maryland 21701

CONTRACT/PURCHASE AMOUNT: \$115,500

Check One: In the Estimated Amount of  Not to Exceed \_\_\_\_\_

FUNDS TO BE EXPENDED FROM: Operating Budget \_\_\_\_\_ Capital Improvements Budget

: 07-2 (Teachers Way). Org: 3312 Object: 598000 Project: 07-2

(For Finance Department use only; not to be included in the Resolution)

VERIFICATION OF AVAILABILITY OF FUNDS Available \_\_\_\_\_ Not available \_\_\_\_\_

Finance Dept. \_\_\_\_\_ Date \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE MAYOR AND CITY COUNCIL AUTHORIZING  
THE CITY MANAGER TO AWARD A CONTRACT FOR COMPREHENSIVE  
ENGINEERING SERVICES IN CONJUNCTION WITH THE DESIGN AND  
CONSTRUCTION OF THE TEACHERS WAY EXTENSION

WHEREAS, Section 57 of the City Charter provides that the City Council may permit negotiations of contracts without sealed bids for products and services, where in the opinion of the Council, the interests of the City would be best served by negotiated contracts; and

WHEREAS, The City of Gaithersburg desires to award a contract to design an additional connection into Olde Towne between N. Summit Avenue and Girard Street; and

WHEREAS, The City of Gaithersburg solicited bids from qualified engineering consultants; and

WHEREAS, ADTEK Engineers Inc., was the lowest responsive and responsible bidder; and

WHEREAS, the Mayor and Council have determined to award a contract for the work to the lowest bidder meeting City specifications:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of Gaithersburg, that the City Manager be and she hereby is authorized to award a contract for engineering services in conjunction with the design and construction of the Teachers Way extension to ADTEK Engineers Inc., 97 Monocacy Boulevard, Unit H, Frederick, Maryland 20878, in the amount of One Hundred Fifteen Thousand Five Hundred Dollars (\$115,500); said funds to be expended from the Capital Improvements Program.

ADOPTED by the Mayor and City Council this 2<sup>nd</sup> day of March, 2009.

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SIDNEY A. KATZ, MAYOR and  
President of the Council

THIS IS TO CERTIFY that the foregoing  
Resolution was adopted by the City Council  
in public meeting assembled on the 2<sup>nd</sup> day  
of March, 2009.

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Angel L. Jones, City Manager