



## Takoma Park City Council Meeting March 25, 2022 Agenda Item 2

### **Regular Meeting**

Single Reading Ordinance Authorizing Execution of a Contract for Architectural and Contract Administration Services with Bignell, Watkins Hasser for the Community Center Renovation Project

### **Recommended Council Action**

Approve Ordinance

### **Context with Key Issues**

Since 2014, the City has maintained an open ended services contract with Bignell, Watkins and Hasser Architects for architectural services related to city facility renovations and space planning. They have provided design documents for the Finance Office Renovation, the Server Room Renovation, the HCD Space Renovation and the Police Administration and Atrium Close in Project. The previous contract for architectural services expired in December, 2018.

Bignell, Watkins Hasser Architects was awarded an architectural services contract with Howard County for similar services in 2018 that extends to December, 31, 2022. The Department has received a proposal from Bignell, Watkins, Hasser, using the approved Howard County contract rates, for providing final design development, completion of contract documents, permits submission, bid document preparation and review, and contract administration during construction for the Community Center Renovation project in the amount of \$72,550.

### **Council Priority**

Responsive and Service-Oriented Government

### **Environmental Impact of Action**

All projects include energy efficiency measures and materials that reduce pollution and waste generation. Further the project will improve the space to provide a safer work environment.

### **Fiscal Impact of Action**

The proposal price is \$72,550.

### **Racial Equity Impact Statement**

We do not believe this Council action will adversely affect or disproportionately impact any particular group.

### **Attachments and Links**

Single Reading Ordinance  
Proposal from Bignell Watkins & Hasser

Introduced by: Councilmember

Single Reading

**CITY OF TAKOMA PARK, MARYLAND  
ORDINANCE NO. 2022 - \_\_\_\_  
CONTRACT FOR ARCHITECTURAL SERVICES AND CONTRACT ADMINISTRATION FOR  
THE COMMUNITY CENTER RENOVATION PROJECT**

- WHEREAS, the Council has approved funding in the FY22 Capital budget to start the project to renovate the Lower Level of the Community Center; and
- WHEREAS, the City has had an Architectural Services contract with Bignell, Watkins, Hasser from 2014 through 2018 during which time they prepared plans for the renovation for the lower level of the Community Center; and
- WHEREAS, Howard County, Maryland has awarded a contract through December 31, 2022, to Bignell, Watkins and Hasser Architects for architectural services and construction management; and
- WHEREAS, the City has received a proposal from Bignell, Watkins Hasser Architects, based on the Howard County contract, for the provision of final Contract Documents, Permitting, Bidding and Contract Administration for this project; and
- WHEREAS, sufficient funds are available in the capital improvement budget to cover the anticipated cost of these services.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND, THAT:

SECTION 1. The City Manager is authorized to enter into a contract with Bignell, Watkins and Hasser for architectural services and Contract Administration in the amount of Seventy Two Thousand, Five Hundred Fifty Dollars (\$72,550)

SECTION 2. This Ordinance shall become effective upon adoption.

ADOPTED this \_\_\_\_\_ day of May, 2022 by roll-call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT: