

Worksession

Agenda Item #	8
Meeting Date	November 17, 2008
Prepared By	Barbara B. Matthews City Manager
Approved By	

Discussion Item	Bids for Architectural Services for Renovation of the Auditorium
Background	<p>Following several years of community discussion, construction of the Takoma Park Community Center got underway in the summer of 2003. The former City Hall was added to and renovated into a Community Center.</p> <p>One of the uses initially identified by the community as desirable was the ability to utilize the Council Chambers/Auditorium for performing arts. In May 2007, the City retained the services of an architectural firm to study the feasibility of adapting the current City Council Chambers/Auditorium at the Takoma Park Community Center at 7500 Maple Avenue, Takoma Park, Maryland to better accommodate both government meetings and performing arts. The outcome of this study was a concept plan (referred to as Concept Plan D), which has been approved and funded by the City Council.</p> <p>In October 2008, the City issued a Request for Proposal for architectural services for Phases Two and Three of the auditorium project. The scope of services outlined in the Request for Proposal included the expansion and development of Concept Plan D into a completely engineered and coordinated set of sealed Construction Documents and Specifications, assisting with the bid process, and construction administration and oversight of the renovation project.</p> <p>Seven proposals were received in response to the City's Request for Proposal. City staff, in conjunction with Charron Consulting, reviewed the proposals and selected several firms to be interviewed on November 13, 2008.</p> <p>Through the interview process and reference checks, staff will identify the firm that it believes is best suited to provide architectural services for the auditorium project. That recommendation will be presented to the Council at the worksession on November 17, 2008.</p>
Policy	<p>In accordance with Section 401(b)(41), the City Council has the responsibility for public buildings.</p> <p>The City Council must approve by ordinance any expenditure of \$10,000 or more.</p>
Fiscal Impact	Will depend on the architectural firm selected
Attachments	None
Recommendation	Staff recommends that the Council consider the information presented by staff on November 17, 2008.
Special Consideration	An ordinance awarding a contract for architectural services is scheduled to be presented to the Council on November 24, 2008 for its consideration.