THE CITY OF ASHEVILLE

**STAFF REPORT**

**Council Meeting Date:** March 28, 2023

**Subject:** Stephens-Lee Capital Improvements Project

**Staff Resource(s):** Jade Dundas, Capital Projects Director; Nicole George, Project Manager

**Action Requested:** Adoption of a resolution authorizing the City Manager to enter into a contract with J. Bartholomew Construction, LLC in the amount of $612,730 for the Stephens-Lee Recreation Center Capital Improvements project; and further authorizing the City Manager to execute any change orders that may arise during the project up to the contingency amount of $61,273 (10%).

**Background**:

- The Capital Projects Department is a subrecipient of the City's annual Community Development Block Grant (CDBG) award from the U.S. Department of Housing and Urban Development.
- The grant funds will be used on capital improvements for the historic Stephens-Lee Recreation Center. These improvements include:
    - Renovation of the locker rooms to bring the showers back into working order, install a new waterproofing system to prevent leaking through the shower floors, and bring the showers up to code for ADA accessibility.
    - Masonry repairs at the roof to prevent water penetration into the building.
    - A new suspended gypsum ceiling system in the multi-purpose room to mitigate sound transmission from the basketball court above.
- The grant award was approved for the 2022-23 CDBG Program Annual Action Plan.
- Staff is making concerted efforts to expend as much of that funding as possible by the end of the funding period, as per the terms of the subrecipient agreement.
- Bid 298-CP23-D2301-BID was advertised on January 6, 2023.
- Bids were due January 26, 2023, but were not opened, as the three bid minimum requirement was not met (N.C.G.S. 143-132).
- Bid 298-CP23-D2301-REBID was advertised on January 27, 2023.
- Bids were opened on February 16, 2023.
- The following bid was received:
    - J. Bartholomew Construction, LLC: Base Bid $1,080,000
- Through negotiations, material substitutions and a reduction in the extent of the locker room, roof and ceiling renovation, the proposed cost was reduced to $612,730.
- Final execution of a contract may be contingent upon obtaining a more detailed cost analysis if required by HUD to meet procurement requirements.

**Vendor Outreach Efforts:**

- Staff performed outreach to minority and women owned businesses through solicitation processes which include posting on the State's Interactive Purchasing System and requiring prime contractors to reach out to Minority & Women-Owned Business Enterprise (MWBE) service providers for subcontracted services.
- Staff also performed outreach to Section 3 low- and very low-income businesses, including posting on HUD's Section 3 Opportunity Portal, and requiring prime contractors to do the same for subcontracted services.
- No MBE firms submitted bids with this prime contractor.

**Council Goal(s):**

- A Well-Planned and Livable Community; A Thriving Local Economy; & A Financially Resilient City

**Committee(s)**:

- Historic Resources Commission - a Certificate of Compliance was issued 8/2/2022

**Pro(s):**

- The project is able to leverage federal grants for much needed improvements to a historically significant recreation center.
- The terms of the grant funding require efforts to include neighborhood businesses and workers in the project to maximize the localized benefits of the federal dollars.
- The improvements will improve the function and enjoyment of the recreation facilities, and will extend the useful life of the building.

**Con(s):**

- None

**Fiscal Impact**:

- Funding for this contract was previously budgeted and is available in the Community Development Block Grant (CDBG) Fund.
- The project is entirely funded by a federal grant, with no additional City resources required.

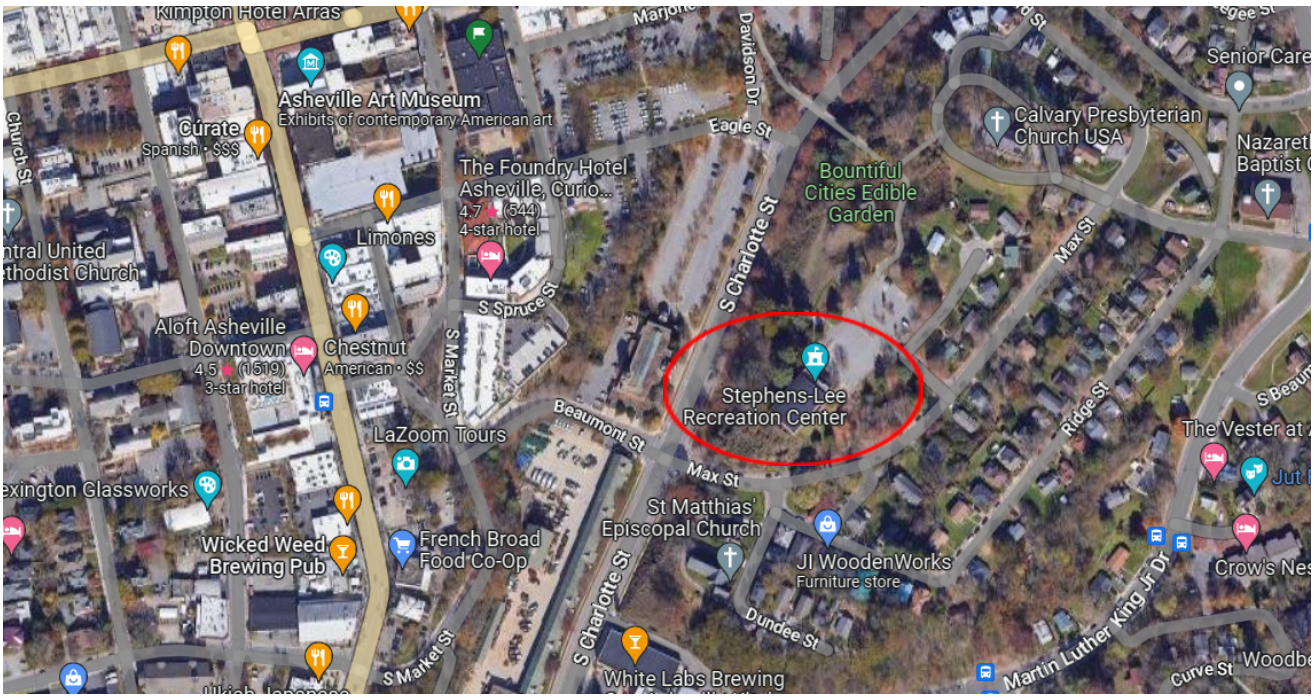
**Suggested Motion:**

- Motion authorizing the City Manager to enter into a contract with J. Bartholomew Construction, LLC in the amount of $612,730 for the Stephens-Lee Capital Improvements project; and further authorizing the City Manager to execute any change orders that may arise during the project up to the contingency amount of $61,273 (10%).

**Attachment(s)**

- Area Map
- Resolution

Map: Stephens-Lee Recreation Center



RESOLUTION NO. 23-_____

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH J. BARTHOLOMEW CONSTRUCTION, LLC FOR THE STEPHENS-LEE RECREATION CENTER CAPITAL IMPROVEMENTS PROJECT.

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WHEREAS, the City of Asheville has authority pursuant to Article 3 of Chapter 160A of the North Carolina General Statutes to enter into contracts for services with other entities; and

WHEREAS, pursuant to N.C.G.S. § 143-129, bids were solicited for the Stephens-Lee Recreation Center Capital Improvements Project, Bid #298-CP23-D2301-REBID**;** and

WHEREAS, J. Bartholomew Construction, LLC of Asheville, NC was the lowest responsible bidder for the project; and

WHEREAS, J. Bartholomew Construction, LLC shall provide all labor, materials, and equipment for the specified improvements at the Stephens-Lee Recreation Center; and

WHEREAS, the amount of the bid, inclusive of negotiated pricing, is $612,730, and funding for the project has been awarded through a federal grant program;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ASHEVILLE THAT:

The City Manager is hereby authorized to execute a contract with J. Bartholomew Construction, LLC in the amount of $612,730 for the Stephens-Lee Capital Recreation Center Improvements project; and further authorizing the City Manager to execute any change orders that may arise during the project up to the contingency amount of $61,273 (10%).

Read, approved and adopted this the 28th day of March, 2023.

_____ _____

City Clerk Mayor

Approved as to form:

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City Attorney