

South Portland City Council
Position Paper of the City Manager

Subject:

ORDER #224-16/17 – Award of sole source bid to Hydro, of Middletown, PA, for the purchase of a Therapy Hot Tub in the South Portland Community Center pool. Passage requires majority vote.

Position:

The Community Center's original Therapy Spa was installed in 1979 from a generous donation from the South Portland/Cape Elizabeth Kiwanis Club. Upon becoming nonoperational in 2001 and remained idle until it was removed in 2016.

The purchase of a new spa has many community benefits, including:


- Seniors use the aquatics facility more than any other group and this item is requested by them repeatedly to our staff. Our community has a large senior population whom we promote wellness to each day.
- Therapeutic recreation for those with certain disabilities is a safe, healthy, and consistent method of recreation that can't be offered in a non-aquatic environment.
- Several families in our community currently pay local hotels to access their hot tub because of disability needs since our facility's tub has been closed, creating a financial burden on them.
- Local use of the facility for diving teams, school swim teams, and adult training has increased over the past several years making this part of a necessary training facility.

In order to allow for the delivery, construction, installation, and completion of the project in September (and thus avoiding shutting down the pool during the busy fall schedule), Parks and Recreation Director Kevin Adams is recommending awarding this sole source bid to Hydroworx, of Middletown, PA.

Included is a memorandum from Director Davis regarding this item. Finance Director Greg L'Heureux will be at Monday's meeting to answer any questions as Mr. Davis is unable to attend.

Requested Action:

Council passage of ORDER #224-16/17.

A handwritten signature in black ink, appearing to be "S. J. M.", written over a solid black horizontal line. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

City Manager

MEMORANDUM

To: Scott Morelli, City Manager

From: Kevin Adams, Director of Parks, Recreation, and Waterfront

Date: May 24, 2017

Re: Sole Source Bid Request for the Purchase of a Therapy Spa

BACKGROUND: The Parks, Recreation, and Waterfront Department has been working on replacing a non-functioning Therapy Spa at the Municipal Pool for over 4 years. There was a fundraising effort by a group of citizens, department staff, and city officials to attempt to raise funds to make this project happen. There were donations accepted both large and small, and CIP funds have been added over the past 2 years to attempt to reach the goal of funding this project.

Over the last 15 months, the department has been working with Sebago Technics to develop a scope of work, and distribute an RFP to finally put this project in motion. We have encountered many obstacles along the way. The biggest obstacle was that the original Hot Tub that the plan was being created around was verbally told to us to be in the \$40,000 price range for the product prior to installation and other construction needs for the project. When the total cost estimate was sent out by Sebago, the price for the Tub itself was over double the verbally quoted price due to misinformation from the distributor. At this point we needed to search for another Tub to fit our needs in a reasonable price range to continue with the project.

This has taken quite some time, and we have a goal of demo to start during our annual shut down of August 12 and construction, installation, and completion of the project in September. Going any later into the fall with this project would severely hinder the programming at the pool as the pool will need to be closed down for a number of weeks during this project. The project is finally at a point where Sebago is close to completing an RFP, which once the bid process is complete, would put us right in the August time frame. However, meeting with the Tub manufacturer on June 7, 2017 they indicated that we would be looking at up to 8 weeks for the Tub to be manufactured and delivered. If we include the tub in the overall project RFP, and must wait to order the Tub through the general contractor, there is a very good chance that the product will not be delivered when needed placing the project on hold, and running into our busy fall schedule at the pool. The company has also informed us that there will be a price increase on July 1st.

PROPOSALS: The Parks, Recreation, and Waterfront Department is requesting an award of a sole source bid in the amount of \$24,750.00 to HydroWorx of Middletown Pa. for the purchase of a 7'6" x 7'6" Therapy Spa Tub in order to meet our deadlines, and order the product before the price increase. Sebago Technics will complete an RFP for the remainder of the site work, installation and amenities to complete the project.

RECOMMENDATION: It is recommended that the City of South Portland accept the sole source bid for the purchase of a Therapy Spa Tub from Hydroworx of Middletown Pa. for the amount of \$24,750.00. Finance Director Greg L'Heureux will be in attendance at the council meeting on June 19, 2017 to address this item.



CITY OF SOUTH PORTLAND

PATRICIA A. SMITH
Mayor

SCOTT T. MORELLI
City Manager

EMILY F. SCULLY
City Clerk

SALLY J. DAGGETT
Jensen Baird Gardner & Henry

**IN CITY COUNCIL
ORDER #224-16/17**

District One
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District Two
PATRICIA A. SMITH

District Three
EBEN C. ROSE

District Four
LINDA C. COHEN

District Five
BRAD FOX

At Large
MAXINE R. BEECHER

At Large
SUSAN J. HENDERSON

ORDERED, that award of the sole source bid, in accordance with Section 2-167B of the Code of Ordinances, be and hereby is made to Hydroworx, of Middletown, PA, in the amount of twenty-four thousand seven hundred fifty dollars (\$24,750) for the purchase of a Therapy SpaTub at the South Portland Community Center.

Said amount shall be charged to the FY 18 CIP Spa and Pool Phase 2 Account #407765-655700-18772.

Fiscal note: \$24,750

Date: June 19, 2017