



TO THE HONORABLE MAYOR AND COUNCIL

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REPORT TO: STILLWATER CITY COUNCIL

No. CC-16-37

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ISSUED BY THE CITY MANAGER - STILLWATER, OKLAHOMA

**Date of Meeting:** March 21, 2016

**Subject:** Couch Park Tennis Court Bids

**Purpose of Report:** Reject bids

**Background:** In the 2015/2016 budget, \$400,000 was budgeted to design and build four tennis courts in Couch Park. The budget was based on information from other projects throughout Oklahoma and the region that was gathered by the Stillwater Tennis Association. The Tennis Association presented a plan to City Council for a tennis center concept that would eventually include 12 courts. Upon approval of the concept by Council, City staff and the Tennis Association began planning for a 12 court facility that would begin with the construction of the first four courts with earthwork and finish grading included for an additional two courts to be constructed later. Studio Architecture of OKC was hired to design and bid the project at a cost of \$33,800. Staff and the Tennis Association have worked cooperatively on design and construction decisions.

**Discussion:** Bids were opened February 22, 2016. Three bids were received and all bids were over the budgeted amount of the project for only two courts. According to Studio Architecture, including the extra earthwork and finish grading caused the higher price of the bids. We would like to make the necessary changes to the plans and specifications and re-bid the project. We remain confident that the budgeted amount is adequate for four courts, or at the very least more than two.

**Budget Impact:** No impact at this time. Studio Architecture will re-package and re-bid for no additional fees.

**Recommendation:** Staff and the Stillwater Tennis Association recommend rejecting all bids and re-bidding the project after changes are made to the plans and specifications.

**Prepared by:** Jim Scott, Parks and Recreation Manager

**Reviewed by Administrative Director:** John McClenny, Operations Director

**Date of Preparation:** March 7, 2016

**Submitted by:**

Norman McNickle  
City Manager

**Attachment:** Bid tabulation, Letter from Studio Architecture

**Related Report:** [Tennis Center Concept](#)  
[Tennis Center Concept Details and Drawings](#)