

Board of Trustees

Hagerstown Community College
11400 Robinwood Drive
Hagerstown, MD 21742

ACTION

Subject: Facilities Program Part I & Part II ASA

Date: March 18, 2025


BACKGROUND

The College issued a Request for Proposals for a Facilities Program Part I & Part II consultant on January 27, 2025. The RFP was advertised on the HCC website and eMaryland Marketplace Advantage. The College received 3 proposals on February 24, 2025. The two highest scoring firms were shortlisted for presentations which took place on March 7, 2025. Murphy and Dittenhafer Architects was the highest rated firm by the committee. The contract price of \$178,820 includes the development of a Facilities Program Part I & Part II for the demolition and construction of a new Administration building as well as a building assessment of the current building.

RECOMMENDATION

It is the recommended that Board of Trustees award the contract for the development of the Part I and Part II program documents to Murphy & Dittenhafer Architects.

Prepared by: Alicia Cullop
Title: Director of Procurement Services

Recommended by: 
Dr. James S. Klauber,
President