



Kevin J. Murphy
City Manager

March 29, 2018

Mayor William J. Samaras
And
Members of the Lowell City Council

Dear Mayor Samaras and Members of the Lowell City Council,

I am hereby notifying the City Council that the selection committee assembled to review RFP # 18-71, soliciting proposals for a qualified management company to manage the Lowell Memorial Auditorium, has recommended a new vendor, called Lowell Management Group (“LMG”), for award.

In order to determine the most advantageous path forward for the Lowell Memorial Auditorium, I appointed a selection committee with diverse background and experience. Representatives from the City Council, the LMA Board of Trustees, and the National Park advised internal staff with experience in finance, management, and facilities to review the proposals and weigh their respective benefits against the comparative criteria. After each party individually reviewed the proposals, the group met to discuss their scores and ultimately made the determination that LMG was the best candidate for award. Their performance record, the extent of the General Manager’s experience in similar facilities, and their plan for capital improvements were all highly advantageous.

The City Manager’s Office will now begin the process to negotiate a management contract with the vendor. One significant benefit of having the process in place now is that the incoming vendor will have time to begin booking shows now and hit the ground running.

Sincerely,

Kevin J. Murphy
City Manager

CC: Conor Baldwin, Chief Financial Officer
P. Michael Vaughn, Chief Procurement Officer