



# TACOMA HOUSING AUTHORITY

## RESOLUTION 2018-07-25 (3)

**Date:** July 25, 2018

**To:** THA Board of Commissioners

**From:** Michael Mirra  
Executive Director

**Re:** Amendment to Architectural and Engineering Services with Buffalo Design for Alberta J. Canada (formerly New Look) Apartments

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*This resolution would authorize the Tacoma Housing Authority's (THA) Executive Director to increase the amount of the contract with Buffalo Design for Architectural and Engineering (A&E) Services for the Alberta J. Canada Apartments (formerly New Look). The increase would add \$34,128 for a new total of \$530,733.*

### Background

On March 23, 2016, the Board approved Resolution 2016-03-23 (5) authorizing THA's Executive Director to negotiate and execute a contract not-to-exceed \$150,000 with Buffalo Design for the New Look renovations project. On June 10, 2016, the Executive Director executed the agreements with Buffalo Design.

On December 14, 2016, the Board approved Resolution 2016-12-14 (7) authorizing THA's Executive Director to negotiate an Amendment No. 1 to increase Buffalo Design's agreement not-to-exceed \$237,404 for Construction Administration for a total contract amount of \$387,404.

On December 13, 2017, the Board approved Resolution 2017-12-13 (6) authorizing THA's Executive Director to negotiate and amend Buffalo Design's agreement in an amount not-to-exceed \$109,201 for a total contract amount of \$496,605.

THA is working with Buffalo Design to provide supplementary services including inspection testing along with additional structural and civil engineering requirements. Proposals for the additional services total \$24,128. At this time, THA would like to revise the total contract with Buffalo Design to include the additional services of \$24,128 and \$10,000 in contingency costs for a total of \$34,128, bringing the new not-to-exceed contract amount to \$530,733.00.

### Recommendation

Authorize THA's Executive Director to increase the contract amount with Buffalo Design by \$34,128 for a total not-to-exceed amount of \$530,733.00.



# TACOMA HOUSING AUTHORITY

## RESOLUTION 2018-07-25 (3)

**(Amendment to Architectural and Engineering Services with Buffalo Design for Alberta J. Canada (formerly New Look) Apartments)**

A **RESOLUTION** of the Board of Commissioners of the Housing Authority of the City of Tacoma

**WHEREAS**, The Housing Authority of the City of Tacoma (the "Authority") seeks to encourage the provision of long term housing for low income persons residing in the City of Tacoma, Washington (the "City"); and

**WHEREAS**, On March 23, 2016, the Board approved Resolution 2016-03-23 (5) authorizing the Executive Director to negotiate and execute a contract not-to-exceed \$150,000 with Buffalo Design for the New Look Apartments; and

**WHEREAS**, On December 14, 2016, The Board approved Resolution 2016-12-14 (7) authorizing the Executive Director to negotiate an Amendment No. 1 to increase Buffalo Design's agreement not-to-exceed \$237,404 for Construction Administration services for a total contract amount of \$387,404; and

**WHEREAS**, On December 13, 2017, the Board approved Resolution 2017-12-13 (6) authorizing the Executive Director to negotiate and amend Buffalo Design's agreement in an amount not-to-exceed \$109,201 for a total contract amount of \$496,605; and

**WHEREAS**, At this time, THA would like to revise the total contract with Buffalo Design to include the additional services of \$24,128 and \$10,000 in contingency costs bringing the new not-to-exceed contract amount to 530,733.00; now, therefore, be it

***Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:***

Authorize THA's Executive Director to increase the contact amount with Buffalo Design by \$34,128 for a total not-to-exceed contract amount of \$530,733.

**Approved: July 25, 2018**

  
Janis Flauding, Chair



## CERTIFICATE

I, the undersigned, the duly chosen, qualified and acting Executive Director of the Housing Authority of the City of Tacoma (the "Authority") and keeper of the records of the Authority, CERTIFY:

1. That the attached Resolution No. 2018-07-25 (3) (the "Resolution") is a true and correct copy of the resolution of the Board of Commissioners of the Authority as adopted at a meeting of the Authority held on the 25<sup>th</sup> day of July, 2018, and duly recorded in the minute books of the Authority.

2. That such meeting was duly convened and held in all respects in accordance with law, and, to the extent required by law, due and proper notice of such meeting was given; that a quorum was present throughout the meeting and a majority of the members of the Board of Commissioners of the Authority present at the meeting voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed, and that I am authorized to execute this Certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this 25<sup>th</sup> day of July, 2018.



Michael Mirra, Executive Director of the Authority