



TACOMA HOUSING AUTHORITY

RESOLUTION 2018-09-26 (2)

Date: September 26, 2018
To: THA Board of Commissioners
From: Michael Mirra
Executive Director
Re: Hilltop Parcels Architectural & Engineering (A&E) Services

This resolution would authorize Tacoma Housing Authority's (THA) Executive Director to negotiate and execute a contract for architectural and engineering services for THA's Hilltop parcels.

Background

On July 3, 2018, THA staff issued a Request for Qualifications (RFQ) from firms interested in providing A&E services for the redevelopment of THA's Hilltop parcels.

We posted the RFQs on Washington Electronic Business Solutions, (WEBS) and THA's website.

Ten (10) firms responded to the RFQ by the date of August 3, 2018. All proposals were responsive and responsible. A review team comprising of THA staff reviewed and scored the proposals. One community member participated in three of the interviews (Panelist 4). The committee completed the first stage of the review process and determined that five (5) firms would advance to the second stage of the review with oral interviews. A maximum of 100 points were available. Points were organized into four primary sections, with proposals scored on several factors, including:

Scoring Section 1 is: Organizational and Staff Capacity (30 Points)
Scoring Section 2 is: Relevant Experience and Past Performance (25 Points)
Scoring Section 3 is: Approach and Response to Scope of Services (25 Points)
Scoring Section 4 is: Interview and references (20 Points)

After the oral interviews, the evaluation team voted unanimously in favor of proceeding with contract negotiations with the firm of Mithun Architects. The evaluation scores are as noted below:

Proposal Scoring Table

Firm Name	Panelist 1					Panelist 2					Panelist 3					Panelist 4					AVERAGE				
	A	B	C	D	Total	A	B	C	D	Total	A	B	C	D	Total	A	B	C	D	Total	A	B	C	D	Total
Schemata Workshop	28	23	23	18	92	25	24	20	18	87	25	23	22	18	88	30	20	25	20	95	27	23	23	18.5	91
Mithun	28	23	23	20	94	25	22	24	19	90	30	23	20	19	92	25	25	25	15	90	27	23	23	18	92
GGLO	28	23	23	18	92	25	25	25	19	94	30	20	20	16	86	15	20	20	10	65	25	22	22	16	84
Hewitt Pyatok	28	23	23	18	92	25	24	23	18	90	25	20	20	16	81						26	22	22	17	88
SMR Architects	27	22	23	17	89	25	25	22	18	90	30	20	20	16	86						27	22	22	17	88
Ankrom Moisan	28	21	23		72	22	20	20		62	25	20	20		65						25	20	21	0	66
WPA	28	20	23		71	25	22	20		67	22	20	18		60						25	21	20	0	66
LRS Architects	28	20	23		71	22	20	20		62	22	18	20		60						24	19	21	0	64
Casey and Dechant	28	20	23		71	24	20	15		59	22	20	18		60						25	20	19	0	63
Blue Architecture Interiors	27	20	20		67	15	10	20		45	18	15	15		48						20	15	18	0	53

Recommendation

Based on the above scores, staff recommends awarding a contract to the firm of Mithun Architects to perform A&E services for the development of THA's Hilltop Parcels in the amount not-to-exceed \$250,000. If staff is unable to negotiate a contract with the highest ranking firm of Mithun Architects, authorize THA's Executive Director to negotiate and award a contract with the second highest ranking firm of Schemata Workshop.



TACOMA HOUSING AUTHORITY

RESOLUTION 2018-09-26 (2) (THA's Hilltop Parcels A&E Services)

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

WHEREAS, On July 3, 2018, Tacoma Housing Authority (THA) staff issued a Request for Qualifications (RFQ) from firms interested in providing architectural and engineering services for the redevelopment of THA's Hilltop Parcels; and

WHEREAS, The RFQ was posted on the Washington Electronic Business Solutions and THA's websites; and

WHEREAS, Ten (10) firms submitted proposals by the deadline of August 3, 2018; all were deemed responsive and responsible; and

WHEREAS, An evaluation team, comprised of THA staff reviewed and scored the proposals according to evaluation criteria listed in the RFQ; and

WHEREAS, The evaluation team voted unanimously in favor of awarding a contract to the firm of Mithun Architects; now, therefore, be it

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

The Executive Director is authorized to negotiate, and if those negotiations are successful, to execute a contract with Mithun Architects for the architectural and engineering services for the redevelopment of THA's Hilltop Parcels in an amount not-to-exceed of \$250,000. If those negotiations are not successful he is authorized to negotiate and execute a contract with the second highest ranking firm of Schemata Workshop.

Approved: September 26, 2018



Dr. Minh-Anh Hodge, Chair