



# TACOMA HOUSING AUTHORITY

## RESOLUTION 2012-2-22 (1)

DATE: February 22, 2012  
TO: Board of Commissioners  
FROM: Michael Mirra, Executive Director  
RE: Architecture & Engineering Services for Stewart Court Apartments

### **Background**

Over the next few months, THA's Asset Management Committee will be developing a plan for completing high priority exterior renovations at the Stewart Court Apartments. In anticipation of this work that staff expects to carryout in 2012, staff has moved forward with the selection process for an architectural and engineering services firm that will be needed on this project. Selecting a firm at this time will enable THA to move forward with the project in a timely manner, once the Asset Management Committee approves a plan for financing the work needed at Stewart Court.

On December 30, 2011 Tacoma Housing Authority (THA) staff issued a Request for Qualifications from firms interested in providing architectural and engineering services for the Stewart Court apartments. The services requested include Assistance with Grant Applications, as needed; Architecture Site Planning; Green & Sustainability Planning and Design; Structural Engineering; Mechanical Engineering; Electrical Engineering; Civil Engineering; Landscape Architecture; Cost Estimating; and, Assist with Construction Contract.

The RFQ was posted on the Blue Book, the Washington Electronic Business Solutions and THA's websites.

A pre-submittal conference was held on January 10, 2012. The Project Manager reviewed the scope of work and the RFQ process at the conference. Nineteen (19) firms attended the conference. Questions were answered via an addendum.

Eleven (11) responsive proposals were submitted by the deadline, January 27, 2012.

An evaluation team, comprised of three (3) THA staff, reviewed and scored the proposals according to the evaluation criteria listed in the RFQ. The committee completed the first stage of the review process and determined that three (3) firms would advance to the second stage of the review, oral interviews. After the oral interviews the evaluation team voted in favor of

proceeding with contract negotiations with the firm of ORB, Architects. The evaluation scores are as noted below:

Respondent	Firm Qualifications	Approach	Relative Experience	Interview	Total
ORB	28.67	23.70	23.33	20.00	95.67
Casey Group	28.00	22.70	24.33	18.67	93.67
Kovalenko Hale	27.00	24.00	24.33	12.33	87.67
Enviromental Works	27.67	21.30	23.33		72.33
GGLO	24.67	21.00	23.33		69.00
ARC	25.00	19.30	23.00		67.33
DKA	23.67	21.30	21.67		66.67
Stock & Assoc.	23.33	20.70	20.00		64.00
Carlton Hart	21.67	19.70	21.00		62.33
WJE	21.33	17.70	20.67		59.67
Kreigh Arch	19.33	19.30	18.33		57.00

**Recommendation**

Approve Resolution 2012-2-22- (1) authorizing the Executive Director to negotiate and award a contract for architectural and engineering services for the Stewart Court Apartments with ORB Architects. If staff is unable to negotiate a contract with this firm, this resolution authorizes the Executive Director to negotiate and award a contract with the next highest ranked firm, The Casey Group Architects.



# TACOMA HOUSING AUTHORITY

## RESOLUTION 2012-2-22 (1)

### Architecture & Engineering Services Selection for Stewart Court Apartments

**WHEREAS**, On December 30, 2011, Tacoma Housing Authority (THA) Staff issued a Request for Qualifications (RFQ) from firms interested in providing architectural and engineering services for renovations needed at the Stewart Court Apartments;

**WHEREAS**, The RFQ was posted in the Blue Book, Washington Electronic Business Solutions and on THA's website;

**WHEREAS**, Eleven firms (11) submitted proposals by the deadline of January 27, 2012;

**WHEREAS**, an evaluation team, composed of three (3) THA staff reviewed and scored the proposals according to evaluation criteria listed in the RFQ;

**WHEREAS**, the evaluation team voted in favor of proceeding with contract negotiations with ORB Architects.

**WHEREAS**,

***Resolved by the Board of Commissioners of the Housing Authority of the City Of Tacoma, Washington, that:***

Authorizes the Executive Director to negotiate and award a contract for architectural and engineering services for the Stewart Court Apartments with ORB Architects. If staff is unable to negotiate a contract with this firm, the board authorizes the Executive Director to negotiate and award a contract with the next highest ranked firm, The Casey Group Architects.

**Approved:** February 22, 2012

  
Janis Flauding, Chair