



# TACOMA HOUSING AUTHORITY

## THA BOC Motion 2017-06-28

**Date:** June 28, 2017  
**To:** THA Board of Commissioners  
**From:** Kathy McCormick  
Director of Real Estate Development  
**Re:** Motion to Move FIC and Maintenance Shop Tenant Improvement Project Budget Be Increased

### Motion

Move that the budget for the Family Investment Center (FIC) and Maintenance Shop Tenant Improvement project be increased.

### Intent

In the 2017 Operating Budget, the Board approved \$955,600 for the FIC and Maintenance Shop Tenant Improvement Project. This motion is to increase the budget by \$309,394 for a revised budget of \$1,264,929.

### Implementation

The work will be completed through design and construction activities in late 2017 through early 2018.

### Cost

\$309,394 increase for a revised total of \$1,264,994.

### Rationale

During design activities for the FIC/Shop, several factors surfaced that will impact the budget for the tenant improvement project:

1. HVAC FIC – THA's engineers examined the existing HVAC system and it was determined that it has reached its useful life, both in years and in wear and tear. Tests indicate that the system is working inefficiently. Staff determined that the best time to address the aging HVAC system was during construction activities. This work increases the budget by \$181,213. The current HVAC system was designed to service a much different usage of space than the building is currently configured. The reconfigured system with new air handlers will be able to efficiently service the new space and be flexible to work with in the future day care facility.

2. The existing IT cabling is CAT 5 and is outdated. Staff has determined that it would be best to replace the cabling with CAT 6 during construction activities. The estimate for this work is \$54,216.
3. The alarm system will be upgraded to include cameras and additional card swipes at the FIC, Shop, and Heritage Bank area. This work is funded through a Housing and Urban Development (HUD) Emergency and Security grant. The estimate for this work is \$61,665.
4. Additional Architectural fees for reimbursables and furniture coordination both of which will be charged at Time and Materials equals \$12,300.

FIC/Shop TI	
Budget increase request	
HVAC	
Construction	\$155,313
Design	
Architectural	\$2,000
Structural	\$2,000
Mechanical	\$8,500
Electrical	\$1,600
Testing Existing system	\$3,000
Commissioning new system	\$8,800
	\$25,900
Total Design	\$25,900
Total HVAC	\$181,213
New cabling for IT system	
	\$54,216
Total	\$54,216
Access control	
	\$28,130
Security Upgrade	
	\$33,535
Total	\$61,665
Architectural	
Reimbursables	\$5,000 T&M
Furniture coordination	\$7,300 T&M
Total	\$12,300
Total Increase to budget	\$309,394
Original Budget	\$955,600
New Budget	\$1,264,994

Approved: June 28, 2017

*Dr. Arthur C. Banks*  
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 Dr. Arthur C. Banks, Chair