



# TACOMA HOUSING AUTHORITY

## RESOLUTION 2016-12-14 (3)

**Date:** December 14, 2016

**To:** THA Board of Commissioners

**From:** Michael Mirra  
Executive Director

**Re:** Architectural and Engineering (A&E) Services for THA Administrative Offices Space Study and Design - FIC Tenant Improvement and Salishan Maintenance Shop Upgrades

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This Resolution would authorize Tacoma Housing Authority's (THA) Executive Director to increase the amount of the contract with Buffalo Design for Architectural and Engineering (A&E) Services needed for the Family Investment Center (FIC) Tenant Improvement and Salishan Maintenance Shop to Buffalo Design.

### Background

On March 23, 2011, the Board of Commissioners authorized THA's Executive Director to award Buffalo Design the contracts for Architectural and Engineering Services for THA's administrative spaces, including the 902 South L Street Building, and the FIC and the Salishan Maintenance shop, Key Bank, and any administrative sites at THA's various remote locations. The 902 South L Street work is done.

At this time, THA would like to proceed with improvements to FIC and the Salishan Maintenance Shop. Buffalo Design has completed the existing conditions study, interviewed staff and has produced a conceptual design that staff has approved for the FIC and the Salishan Maintenance Shop. The current contract for the work for the FIC and the Maintenance Shop is \$17,420. The fee for design services through Construction Administration is \$109,894 putting the total contract at \$127,314. The fee for design services through Construction Administration is broken out as \$39,684 for the Maintenance Shop, \$64,810 for the FIC, and \$5,400 for the Heritage Bank addition.

### Recommendation

Authorize THA's Executive Director to increase the contract amount for the A&E Services for the FIC Tenant Improvement and Salishan Maintenance Shop improvement in an amount not-to-exceed \$109,894 for a total not-to exceed contract of \$127,314 with Buffalo Design.



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## RESOLUTION 2016-12-14 (3)

### **(Architectural and Engineering (A&E) Services for THA Administrative Offices Space Study and Design - FIC Tenant Improvement and Salishan Maintenance Shop upgrades)**

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

**WHEREAS**, On March 23, 2011, the Board of Commissioners authorized the Executive Director to award a contract to Buffalo Design for Architectural and Engineering Services for THA's administrative buildings; and

**WHEREAS**, The FIC Tenant Improvement/Salishan Maintenance Shop project improvements are needed to create more functional and useable space; and


**WHEREAS**, The conceptual design is complete and cost \$17,420; and

**WHEREAS**, The remaining work which includes Design Development through Construction Administration for the FIC and Salishan Maintenance Shop improvements will cost \$109,894; 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 contract amount with Buffalo Design by \$109,894 for a total not to exceed of \$127,314.

**Approved: December 14, 2016**

  
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Dr. Arthur C. Banks, Chair