



November 29, 2018

Agenda Item 1

REPORT TO THE COMMISSIONERS

FROM: Gregory Russ, Executive Director / CEO

SUBJECT: Professional Architectural/Engineering Services Contracts

Previous Directives: The Board has previously approved the agency's Strategic Vision and Capital Plan.

Resident Council Review/Recommendation: This Report will be discussed with the Resident Advisory Board (RAB) immediately prior to the Board's November 29, 2018 meeting.

Budget Impact: Expenditures will be charged to project development budgets which may have various funding sources.

Affirmative Action Compliance: The firms have signed an Equal Employment Opportunity / Affirmative Action Policy statement. Additionally, two of the firms are Woman Business Enterprises (WBEs) and one firm is a Woman and Minority Business Enterprise (WMBE).

Procurement Review: This Report has been reviewed and approved by the Agency's Contracting Officer.

RECOMMENDATION: It is recommended that the Board of Commissioners authorize the Executive Director or his designee to execute contracts and all related documents not to exceed amounts of \$2,000,000 each with Adsit Architecture, Cermak Rhoades Architects, LHB Inc, TE Studio D/B/A Intep, and Urban Design Perspectives for professional architectural/engineering services.

MPHA has the need for professional design services for a wide variety of capital improvement and development projects in accordance with its recently adopted Strategic Vision and Capital Plan. Staff determined that the most appropriate vehicle for these services is the establishment of Indefinite Quantity Contracts (IQCs) with a pool of firms that have a wide variety of capacity and expertise. Each contract will be issued for an initial two-year term with options to extend annually for an additional three years. Each firm will be awarded a minimum of one task order and a maximum of ten task orders over the life of the contract; the sum of all task orders shall not exceed the blanket contract value of \$2,000,000.

On October 1, 2018, a Request For Proposals (RFP) was publicly advertised with a proposal submission deadline of October 25, 2018. MPHA received proposals from eleven firms:

Adsit Architecture	Mohagen Hansen Architecture
BKV Group	TE Studios D/B/A Intep
Buildings Consulting Group, Inc.	U+B Architecture and Design
Cermak Rhoades Architects	Urban Design Perspectives
LHB, Inc.	UrbanWorks Architecture LLC
Miller Hanson Partners	

MPHA received two additional proposals but deemed them non-responsive. The eleven responsive proposals were reviewed by staff in November 2018 and were considered based on six measured categories outlined in the RFP. Staff recommends contract awards to the five highest ranking firms as follows:

Adsit Architecture (WBE)	TE Studios D/B/A Intep
Cermak Rhoades Architects (WBE)	Urban Design Perspectives (WMBE)
LHB, Inc.	

Staff has experience with four of the five firms and believes they will bring quality and innovation to our future capital initiatives.

This Report was prepared by Laura Dykema, Director of Planning & Development. For further information, please contact Ms. Dykema at (612) 342-1428 or ldykema@mplspha.org.