

RESOLUTION NO. \_\_\_\_\_

**APPROVAL OF CONTRACT AMENDMENT FOR ANNUAL ARCHITECTURAL  
CONTRACT WITH LUCKETT & ASSOCIATES**

**Item No. 5f**

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for architectural services when necessary in the course of agency operation; and

WHEREAS, on May 1, 2019, LMHA staff, in accordance with LMHA procurement procedures, awarded a contract to Lockett & Associates to provide the requisite services for an initial period of one year in the amount of \$500,000; and

WHEREAS, the contract awarded to Lockett & Associates included an option provision whereby LMHA may renew the contract up to four additional years; and

WHEREAS, the first renewal option of the contract was implemented on May 1, 2020 in the amount of \$300,000; the second renewal was awarded on May 1, 2021 for the same amount, and it requires an amendment for additional funding to accommodate work associated with the Capital Improvements Projects; and

WHEREAS, Lockett & Associates and the Louisville Metro Housing Authority agreed to an additional amount not to exceed \$200,000 to perform the additional work.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to approve an amendment to the contract with Lockett & Associates in a not to exceed amount of \$200,000 for additional funding required to complete additional work at various sites.

**RESOLUTION BACKGROUND STATEMENT**

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**I. STATEMENT OF FACTS:**

The Louisville Metro Housing Authority periodically requires architectural services in the course of agency operations. On May 1, 2019, LMHA awarded an annual architectural services contract to Lockett & Associates. The contract, based on an annual fee not to exceed \$500,000, included an option allowing LMHA to renew the contract four additional one-year terms.

In the last 2 years, the architectural services provided by Lockett & Associates has included work associated with the Capital Improvements Department, specifically for the Temple Spears Annex Renovation and Roof Replacement, HAJC Bathroom Renovations, 601 West Breckinridge Street Unit Conversion, 601 West Breckinridge exterior brick assessment and miscellaneous building assessments. To date, the second renewal expenditure is \$288,333.73 the work performed by Lockett and Associates is extremely time sensitive and critical to maintain the Capital Improvements schedule.

The current contract, which will expire on April 30, 2022, needs to be amended to guarantee completion of the ongoing Capital Funded Projects and miscellaneous assessments which include contract work at Temple Spears.

Staff has been pleased with the performance of Lockett & Associates. This firm is committed to LMHA's MBE/ FBE and DBE Program, and has partnered with 3 MBE and 3 FBE firms. The annual contract has saved LMHA considerable time and money in addressing architectural issues that arose during the past year. The amount expended from this contract in the past is as follows:

<u>Year</u>	<u>Amount Spent</u>	
2019	\$282,283.50	(Original Contract)
2020	\$298,308.82	(1 <sup>st</sup> Year Renewal)
2021	\$288,333.73	(2 <sup>nd</sup> Year Renewal, to date)

This amendment in a not to exceed amount of \$200,000 will increase the contract to \$500,000 and it will allow for completion of ongoing Capital Funded Projects.

The LMHA Procurement Committee (Angela Larsson, Keith McCarthy, Jeff Ralph and Norma Ward) has sanctioned this renewal.

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#### II. ALTERNATIVES:

- A. Amend the Lockett & Associates current contract in an additional amount of \$200,000 to guarantee completion of ongoing Capital Funded Projects.
- B. Do not extend the contract with Lockett & Associates.

#### III. RECOMMENDATION:

Staff recommends Alternative "A".

#### IV. JUSTIFICATION:

- The annual architectural service contract will provide a knowledgeable team of consultants immediately available to perform emergency work or act on a consulting basis as projects develop in the course of agency operations.
- Lockett & Associates is qualified to perform the needed services as demonstrated by their current and past experiences, and based upon projects performed for LMHA.
- The hourly fees initially proposed by Lockett & Associates, which were then found to be reasonable and acceptable, have not changed from the initial year.
- LMHA can enjoy the full benefit of the option clause by executing a simple contract extension.
- The contract amendment will allow for the progression of emergency and critical Capital Improvement Projects for LMHA.

#### V. BUDGET APPROVAL

Funding for this project is provided from the Capital Fund Program.

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Angela Larsson, Director of Finance

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Date

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**VI. PROCUREMENT CERTIFICATION:**

The procurement of this contract is in compliance with the Louisville Metro Housing Authority's procurement policies and procedures.

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Steve Webb, Purchasing Agent

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Date

Prepared and Submitted by: Norma Ward, Director  
Capital Improvements Department

Keith McCarthy, Assistant Director  
Capital Improvements Department  
November 16, 2021