

RESOLUTION NO. _____

**APPROVAL TO EXTEND THE ANNUAL ARCHITECTURAL SERVICES CONTRACT
WITH SHERMAN-CARTER-BARNHART ARCHITECTS, PLLC**

Item No. 5E

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 Sherman-Carter-Barnhart Architects, PLLC to provide the requisite services for an initial period of one year; and

WHEREAS, the contract awarded to Sherman-Carter-Barnhart Architects, PLLC included an option provision whereby LMHA may renew the contract up to four additional years.

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 exercise the third option to renew the annual architectural services contract with Sherman-Carter-Barnhart Architects, PLLC one additional year with an annual fee not to exceed \$500,000.

RESOLUTION BACKGROUND STATEMENT

APPROVAL TO EXTEND THE ANNUAL ARCHITECTURAL SERVICES CONTRACT WITH SHERMAN-CARTER-BARNHART ARCHITECTS, PLLC

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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 the annual architectural services contract to Sherman-Carter-Barnhart Architects, PLLC. 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 2021, a resolution to execute the second-year renewal was approved by the Board of Commissioners in the amount of \$500,000. In May 2022, this renewal was amended for an additional \$530,000 to be used exclusively for the development of construction documents and to provide construction oversight for the Baxter Community Center Renovation. Because this is a multi-year project, any funds from this amendment not utilized during the 2021 renewal will carry over the following year. The current balance to be used for the redevelopment of the Baxter Community Center that will carry over is \$226,275.50.

The contract was amended a second time in November 2021 for an additional \$500,000. This amended was necessary to accommodate continued work associated with approximately twenty-one (21) major capital improvement projects already started or under construction and other miscellaneous work. The current balance to be used to pay for the on-going Capital Improvement Projects is \$177,521.41; and it will be used to pay upcoming bills for the months of March and April 2022. Any remaining balance not utilized for the second contract extension will be retained. The final contract amount for year 2021 with the needed amendments was \$1,330,000.

With this Resolution, the contract with Sherman-Carter-Barnhart Architects, PLLC will be extended one more year for the original amount of \$500,000. Some examples of the work Sherman-Carter-Barnhart Architects, PLLC has completed or is currently working on under the Capital Funded program includes the Noltemeyer and East Pages Siding Replacement; Foundation Repairs at 8018 S. 3rd St Road; Dosker Manor Bldg. B Electrical Upgrades; Avenue Plaza Generator, Lourdes Hall Renovations and Maintenance Shop Addition; Roof Replacement and Interior Renovations at 1161 S. 6th Street, to name a few.

Staff has been pleased with the performance of Sherman-Carter-Barnhart Architects, PLLC, and upon completion of the Contract Renewal Evaluation

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I. STATEMENT OF FACTS (cont.):

Form, the firm has obtained an "Above Average" rating from the Staff. This firm is committed to LMHA's MBE/ FBE and DBE Program, and has partnered with 3 MBE and 3 FBE firms.

The contract will expire on April 30, 2022, unless LMHA exercises the third option to renew. Extending the contract at this time will allow continuity of work associated with various Capital Funded projects already underway, and it will allow for the development of other new projects that are still backlogged from previous years.

The amount expended from this contract in the past is as follows:

<u>Year</u>	<u>Amount Spent</u>
2019 (Original Contract)	\$250,486.39
2020 (1 st Renewal Option as amended)	\$495,367.63
2021 (2 nd Renewal Option as amended)	\$926,203.09 (to date)

Exercising the option will also save LMHA the considerable time and expense of preparing and advertising a new contract. Because of the current workload and amount of Capital Funded yet to be developed, we are recommending renewing the third option for fee not to exceed \$500,000.

II. ALTERNATIVES:

- A. Extend the Sherman-Carter-Barnhart Architects, PLLC contract one additional year by exercising the third-year contract renewal option.
- B. Do not extend the contract with Sherman-Carter-Barnhart Architects, PLLC.

III. RECOMMENDATION:

Staff recommends Alternative "A".

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IV. JUSTIFICATION:

- Sherman-Carter-Barnhart, PLLC is qualified to perform the needed services as demonstrated by their current and past experiences, and based upon projects performed for LMHA.
- The annual architectural service contract with Sherman-Carter-Barnhart Architects, PLLC will provide a knowledgeable and diverse team of consultants immediately available to perform emergency work or act on a consulting basis as projects develop in the course of agency operations. This firm is committed to LMHA's MBE/ FBE and DBE Program, and has partnered with 3 MBE and 3 FBE firms.
- The hourly fees initially proposed by Sherman-Carter-Barnhart, PLLC, which were then found to be reasonable and acceptable, will not change from the initial year. The Project Architect/ Project Manager hourly fee is up to \$180; the Registered Architect II hourly fee is up to \$95; the Architect Graduate hourly fee is up to \$100; and the Clerical hourly fee is \$85.
- Staff completed the Contract Renewal Evaluation Form. This firm received an overall rating of Above Average (Above Average/ Average/Below Average) from Staff.
- LMHA can enjoy the full benefit of the option clause by executing a simple contract extension.

V. BUDGET APPROVAL:

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

Angela Larsson, Director of Finance

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.

Steve Webb, Purchasing Agent

Date

Prepared and Submitted by: Norma Ward, Director
Capital Improvements Department
March 15, 2022