

RESOLUTION NO. _____

APPROVAL OF ANNUAL ARCHITECTURAL CONTRACT

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 operations; and

WHEREAS, Louisville Metro Housing Authority (LMHA) staff prepared a Request for Qualifications to acquire the needed consulting services for an annual fee not to exceed \$500,000 and advertised the project in The Courier-Journal on February 21, 2024, and The Louisville Defender on February 22, 2024, with additional notification on Housing Agency Marketplace, and on March 12, 2024 proposals for providing the requisite services were received and evaluated; and

WHEREAS, staff reviewed the five proposals and determined that both Sherman Carter Barnhart Architects and Lockett & Associates are acceptable for the work to be performed and staff recommends award of a contract to each firm in the amount not to exceed \$500,000 with projects to be assigned based on the type of work.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Elizabeth Strojjan, is hereby authorized to enter into the Annual Architectural Services Contracts with Sherman Carter Barnhart Architects and Lockett & Associates each with an annual fee not to exceed \$500,000 (including a four yearly renewal options).

RESOLUTION BACKGROUND STATEMENT
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I. STATEMENT OF FACTS:

The U.S. Department of Housing and Urban Development provided Louisville Metro Housing Authority (LMHA) funding under the Capital Fund Program for architectural services as the need arises in the course of agency operations.

In strict accordance with LMHA's procurement policy, a "Request for Qualifications" (RFQ) was issued to prospective offerors. An "RFQ" is based solely on qualifications of the submitting firms and their respective consultants. In accordance with LMHA's Procurement Policy, a RFQ was issued to prospective offerors, the RFQ was advertised on February 21, 2024 in the Courier Journal, Housing Agency Marketplace and LMHA's website; and on February 22, 2024 in the Louisville Defender; reaching at least 1409 individuals and companies that we can confirm received an "Invitation for Bid", and they are as follows:

• MBE / African-American Business Enterprise:	228	(16%)
• MBE / Asian Indian-American Business Enterprise	36	(3%)
• MBE / Asian Pacific-American Business Enterprise	34	(2%)
• MBE / Hassidic Jew-American Business Enterprise	3	(0%)
• MBE / Hispanic-American Business Enterprise	78	(6%)
• MBE / Native-American Business Enterprise	10	(1%)
• DBE / Disabled Business Enterprise	0	(0%)
• WBE / Woman-Owned Business Enterprise	244	(17%)
• Section 3 Business	54	(4%)
• None / Not Woman- or Minority-Owned	883	(63%)

The proposals were received on March 12, 2024 from the following five architectural firms:

- Lockett & Associates
- Sherman Carter Barnhart Architects
- Miranda Construction
- Studio A Architecture
- LDA Architects

The proposals submitted were evaluated based on the evaluation factors set forth in the RFQ, as required by the policies to ensure competitiveness among offerors. These factors are as follows:

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I. STATEMENT OF FACTS (cont'd):

- Professional Qualifications of Architectural Firm
- Professional Experience of Architectural Firm
- Project Staffing and Organization
- Quality of Work
- Professional Insurance Coverage
- Timeliness
- Confirmation to Budgets
- Knowledge of Local Building Codes and Special Training
- Knowledge of HUD Regulations, Development Standards and Public Housing Operations
- Satisfaction of Current Clients
- Proximity to Project Location
- MBE, FBE, DBE Proposed Utilization
- Fee Proposal Submittal

The LMHA Procurement Evaluation Committee (Phil Reidinger, Michelle Chandler and Sarah Galloway) determined that the proposals from Sherman Carter Barnhart Architects and Lockett & Associates received the best ranking and have the technical competence required to provide the specific services for this contract. Because LMHA has a heavy workload of Capital Improvement projects, and various technical jobs, The LMHA will make contract awards to the top two (2) firms, as It has been done in previous years. Staff believes that the proposed hourly fees to perform the work are reasonable and consistent with the market. Each contract will have an annual fee not to exceed \$500,000 and will include four yearly renewal options.

II. ALTERNATIVES:

- A. Approve award of Annual Architectural Contracts to Sherman Carter Barnhart Architects and Lockett & Associates.
- B. Do not approve award of the contract at this time.

III. RECCOMENDATION:

Staff recommends Alternative "A".

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IV. JUSTIFICATION:

- The Annual Architectural Contract will provide a knowledgeable team of consultants immediately available to perform emergency work or act on a consulting basis on projects that develop in the course of agency operations.
- LMHA will have the option to utilize the firm best suited for specific work items.
- Sherman Carter Barnhart and Luckett and Associates have met the requirements of the RFQ and are qualified and have the technical competence to perform the work under this contract, as demonstrated by current and past experiences, and based upon projects performed by LMHA.
- Sherman Carter Barnhart provided architectural and other multi-disciplinary engineering services to LMHA over the past 15 years. They were the architectural firms for Sheppard Square, Liberty Green, and other large and midsize renovations and mechanical jobs. and hold the current annual architectural contract and are the architects of the Beecher Terrace Choice Revitalization project.
- Luckett & Associates has specialized expertise in remodeling and renovation of historic structures. They successfully designed and provided construction administration of the 760 South Hancock St. Renovation project and hold one of the current annual architectural contracts.
- The hourly fees proposed by Sherman Carter Barnhart Architects have been reviewed by staff and found to be reasonable and acceptable.
- Sherman Carter Barnhart is a large size firm committed in promoting an inclusive and diverse workplace, they will have a dedicated team of fifty-six (56) architects, designers, etc. of which four (4) are minorities, sixteen (16) are female, with a combined technical experience of over 895 years.
- Luckett and Associates is a small firm committed in promoting an inclusive and diverse workplace, they will have a dedicated team of five (5) architects, designers, etc. of which two (2) are minorities, of the two, one (1) is female, with a combined technical experience of 125 years.

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IV. JUSTIFICATION (cont'd):

- This RFQ has been prepared in strict accordance with HUD's Procurement Handbook 7460.8 Rev 2, LMHA's Procurement Policies, 2 CFR 200.300; and staff recommends awards be made to these two (2) firms as allowed by this RFQ, and at the sole and absolute discretion of LMHA.

V. BUDGET APPROVAL:

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

Jeffrey Ralph, Director of Finance

Date

VI. PROCUREMENT CERTIFICATION:

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

Steven Webb, Purchasing Agent

Date

Submitted by: Norma Asyn Ward, Director
Capital Improvements
April 16, 2024