

MEMORANDUM

AGENDA DATE: 5 April 2006

DATE: 22 March 2006

TO: HACSA Board of Commissioners

PRESENTED BY: James R. McCoy Development Director
Chris Todis, Executive Director
Housing and Community Services Agency of Lane County (HACSA)

AGENDA ITEM TITLE: ORDER/Resolution/In the Matter of Approving Contract 06-S-0025 for Architectural Services for the Turtle Creek Affordable Housing Development in Eugene, Oregon.

I. PROPOSED MOTION:

IT IS MOVED THAT CARLETON HART ARCHITECTURE BE AWARDED CONTRACT 06-S-0025 TO PROVIDE ARCHITECTURAL SERVICES FOR THE TURTLE CREEK AFFORDABLE HOUSING DEVELOPMENT, THAT AN ORDER TO THIS EFFECT BE SIGNED, AND THAT AN ARCHITECTURAL SERVICES AGREEMENT BE EXECUTED IN ACCORDANCE WITH THE PROVISIONS OF THE REQUEST FOR PROPOSALS.

II. ISSUE:

Board approval is required to execute an Architectural Services Agreement with Carleton Hart Architecture to obtain professional architectural services for the Turtle Creek Affordable Housing Development in Eugene, Oregon.

III. DISCUSSION:

A. Background

In 1989, the Lane County Task Force on Homelessness and Affordable Housing recommended the formation of the Intergovernmental Housing Policy Board to coordinate local efforts in creating affordable housing. Since that time, HACSA has

worked within this framework to create over 600 units of housing, including 314 "tax credit" projects –Richardson Bridge (1992), Willakenzie Townhouses (1995), Walnut Park Duplexes (1996), Laurel Gardens Apartments (1997), Jacob's Lane (1999), Sheldon Village (2003), and Munsel Park (2004).

In February 2004, the Intergovernmental Housing Policy Board and the City of Eugene selected HACSA as the developer of choice for a 4-acre parcel located adjacent to HACSA's existing Walnut Park Duplex project. In this action, the City of Eugene agreed to provide the site and approximately \$520,000 in HOME funds to assist in its development as an affordable housing project. Additionally, the Housing Policy Board recommended that the project receive approximately \$220,000 in Lane County road funds, and the Lane County Board subsequently approved the road fund allocation.

Road construction is now complete and HACSA is finalizing the development team to continue moving forward with project development. This board order authorizes the contract for architectural services and "puts in place" the architectural/design team.

B. Analysis

In August 2005, a Request for Proposals for architectural services for Turtle Creek was issued. Four proposals were received and Carleton Hart Architecture was selected by a HACSA Review Committee as the entity most responsive and qualified for Turtle Creek.

The proposed contract arrangement is a time and materials contract not to exceed \$152,000. Although the evaluation is not based solely on cost, other cost proposals were \$153,650, \$158,970, and \$178,500. The proposed contract amount is within the development budget that has been prepared for this project.

C. Recommendation.

Approval of motion.

E. Timing.

Immediately upon board approval, the contract shall be executed.

IV. IMPLEMENTATION/FOLLOW-UP:

Same as Item III. E. above.

V. ATTACHMENTS:

None.

IN THE BOARD OF COMMISSIONERS
HOUSING AND COMMUNITY SERVICES AGENCY (HACSA)

RESOLUTION AND ORDER

)In the Matter of Approving Contract 06-S-0025 for
)Architectural Services for Turtle Creek Affordable
)Housing

WHEREAS, a Request for Proposals was duly issued in August 2005, and the firm of Carleton Hart Architecture was determined by a HACSA review committee as the most qualified and responsive according to the terms and conditions of the RFP

NOW, THEREFORE, it is hereby resolved and ordered that:

That Carleton Hart Architecture be Awarded Contract 06-S-0025 for Architectural Services for the Turtle Creek Affordable Housing Development, That an Order to this Effect be Signed, and That an Architectural Services Agreement Be Executed in Accordance with the Provisions of the Request for Proposals.

DATED this _____ day of _____, 2006

Chair, HACSA Board of Commissioners

APPROVED AS TO FORM
Date 3/27/06 _____ county
Jeres [Signature]
OFFICE OF LEGAL COUNSEL

In the Matter of Approving Contract 06-S-0025 for Architectural Services
for the Turtle Creek Affordable Housing Development in Eugene, Oregon.