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## Permanent Review Committee

May 11, 2016

Members of the Committee,

This letter requests a waiver to the RFP process for design consulting for an addition to our Hiawatha Maintenance Facility.

The proposed addition, to be designed and constructed this year, will be four vehicle storage bays. It was designed to a schematic level, for pricing and planning for future accommodation, when the Hiawatha Maintenance Facility was designed by RSP Architects and their consultants six years ago. The design of the addition will match the existing vehicle storage bays' design, and will re-use and replicate existing building design elements and materials, including matching pre-cast concrete wall panels and overhead doors.

The estimated total project cost is \$3,780,000, including design, construction, equipment and overheads. Architectural/Engineering (A/E) full service fees for a project of this size would typically be in the range of \$210,000 to \$260,000.

Property Services believes that RSP would have an unfair advantage to win this project in a typical RFP, and expects that the A/E design market will perceive this as well. For this reason, we contacted RSP's representatives from the original Hiawatha design project and asked them to develop a design services proposal, below \$100,000 if possible. Because RSP has the same team, including engineering/SUBP consultants, and a head start, including familiarity with the Program and the LEED sustainable design requirements, they are able to complete the proposed design and construction administration for \$115,000, including reimbursables. This Proposal is attached. If approved, Property Services would negotiate a standard AIA Contract with City General Conditions, insurance requirements, etc. as we do for all design services.

We believe this to be a fair price for the services requested, and we request a waiver of the standard RFP process, and will request Council authorization to award this proposal directly.

The contract for construction will be publicly bid.

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