



**Date:** August 15, 2016

**To:** Thomas J. Bonfield, City Manager

**Through:** W. Bowman Ferguson, Deputy City Manager

**From:** Steven W. Hicks, Director, General Services Department

**Subject:** Downtown Parking Garage Project Design Contract with Little Diversified Architectural Consulting, Inc. (Little)

### **Executive Summary**

In February of 2016 a Request for Qualifications (RFQ) was advertised for Professional Services for the Design and coordination of the new Downtown Parking Garage Project. The proposed location of the new garage is at the site of the existing City surface lot #14 along West Morgan Street between Rigsbee Avenue and North Mangum Street. The initial program advertised for the facility was a mixed use garage with approximately (750-800) parking spaces containing 15-20,000 SF of commercial/retail space and 5000 SF of a centralized parking office space. An RFQ pre-submittal conference was held on March 2, 2016 and written submittals were received March 18, 2016. Design teams were shortlisted and interviewed on April 22, 2016 and from that process the team of Little Diversified Architectural Consulting (Little) of Durham was determined to be the top ranked firm. On May 6, 2016 City Staff received approval from City Council to proceed with the project with the additional design services deliverable of an alternative concept design and cost model that adds affordable housing for City Council consideration. Contract and fee negotiations have been ongoing since. Little will begin the design phase by developing conceptual alternatives and pricing for both the original program and options to include affordable housing. The design team will present these options within the first two months of receiving their Notice to Proceed (tentative NTP September 2016) to City Council for consideration and approval prior to proceeding with the desired scope in schematic design. This agenda item requests City Council approval for professional consulting services with Little for the design and coordination of the new Downtown Parking Garage Project.

### **Recommendation**

The Department of General Services recommends that the City Council:

1. Authorize the City Manager to execute a professional services contract with Little Diversified Architectural Consulting, Inc. for an amount not to exceed \$1,854,080 and
2. Establish a design contingency in the amount of \$185,408, and authorize the City Manager to negotiate and execute amendments to the Professional Services Agreement for the Downtown Parking Garage project with Little Diversified Architectural Consulting, Inc. provided the total cost does not exceed \$2,039,488.

## **Background**

In 2013, the City of Durham, under contract with Kimley-Horn, conducted a Comprehensive Parking Study of the existing parking system to be in a position to provide an improved experience to those that work, visit and live in Durham.

To meet future parking demand in the Downtown area, the Parking Study identified the need for a new City-owned parking garage. During the Comprehensive Parking Study, two sites for potential garages were identified within the Downtown Loop and revenues associated with the proposed City-owned parking garage were estimated and projected.

### *Urban Design Studio – January 2014*

To engage Downtown stakeholders and to receive their input regarding considerations for a new Downtown parking garage, City Staff collaborated with Downtown Durham, Inc., and the City-County Planning Department to hold an Urban Design Studio charrette in January 2014. The purpose of this community engagement exercise was for the public to help create a vision for redevelopment of the public parking lots along the south side of Morgan Street between Mangum and Holland streets. Charrette participants' feedback defined important design and functional characteristics for possible future parking structures at those sites. The event engaged stakeholders to identify and prioritize goals for redevelopment.

From this engagement exercise, we learned that the community desired that ground-level commercial/retail space be incorporated into the design to activate pedestrian activity. Also, the majority of the attendees preferred the height of the garage to not exceed 7 stories. The office component was added to the overall design scheme based on the needs of an expanded parking program that will include the Paid On-Street Parking Program and its associated operational considerations.

In keeping with the feedback from the Urban Design Studio and in consultation with Kimley-Horn, City staff selected the City surface parking lot #14 along West Morgan Street between Rigsbee Avenue and North Mangum Street as the preferred site for the new parking garage.

### *Site Visits*

Since the City has not built a parking garage since the 1980s and as parking structures have unique characteristics that distinguish them from other buildings, City staff conducted site visits to other municipalities with mixed-use parking garages in order to learn from regional precedents. These cities included Raleigh, NC; Fayetteville, NC; Norfolk, VA; Virginia Beach, VA; Washington, DC; Spartanburg and Columbia South Carolina. The purpose of these visits was for staff to learn about industry best practices, and design considerations that were explored in the respective projects. Staff inquired about a diversity of issues, including structural engineering, feasibility and site analyses, planning and functional design elements, sustainable design, lighting, drainage, and strategies for balancing the values of aesthetics, durability and cost for maximum benefit to the City, the parking customers and the environment. The best practices and lessons learned shared by our peer cities help to frame our approach and methodology for the project.

### *Kimley-Horn Feasibility Study*

In February of 2016 the Transportation Department consulted with Kimley-Horn to provide a series of conceptual layouts for the proposed program of 750-850 parking spaces, 15,000-20,000 SF of ground-level commercial/retail, and at least 5,000 SF of ground floor office area. The layouts tested massing, traffic, circulation, adjacency options, and their impact on project costs. The study determined the number of parking spaces that is attainable within the available footprint, as well as options for the incorporation of commercial/retail space. In addition to developing concepts, the study identified key design components that will require further study during the next phases of design.

#### *Overview of the RFQ Process*

Request for Qualifications (RFQs) for Design Services were advertised on February 17, 2016. The RFQs included the following items:

1. Scope of services, budget and schedule were provided to guide respondent firm responses and project approach.
2. A copy of the Kimley Horn Feasibility Study was attached as an appendix which enumerated design options, density studies and had preliminary cost estimates.
3. The survey responses from the 2014 Urban Design Studio were attached as an appendix to understand the origin of the project site selection as well as the initial design tenets the project would embody.

City staff held the Pre-Proposal Conference on March 2, 2016. Proposals were received from respondent firms on March 18, 2016. Upon receipt, City staff forwarded the proposals to the Equal Opportunity and Equity Assurance (EOEA) Department for compliance determination with the City's Equal Business Opportunity Program Ordinance. Eight Professional Services (Design) proposals were deemed compliant and were distributed to members of the interdepartmental review team for evaluation. Members of the evaluation committee independently reviewed and scored the proposals based on criteria outlined in the RFQ for Professional Services.

The evaluation team's individual scoring sheets were compiled by General Services. The team met to discuss the cumulative RFQs and scoring results and a "shortlist" was developed of the respondent firms. Finalist interviews for the Design firms were held on April 22, 2016. The interview panel included: Angela Henderson (EO/EA Specialist); Robyn Heeks (GSD-PM Division Manager); Henri Prosperi (GSD-PM Team Leader/Project PM); Thomas Leathers (Transportation Parking System Management); Fleming Talton (Transportation Asst. Manager for Technology & Special Projects) and Harmon Crutchfield (Transportation-Interim Director). Scoring results and averaging from interviews resulted in the following ranking of the firms:

#### **Ranking for Design Firms**

1. Little
2. LS3P
3. Clark Nexsen
4. Ratio
5. Szostak

Following the interviews, City Staff prepared an update to City Council and was asked to investigate the viability of adjusting the program to include affordable housing. On May 6, 2016 City Staff received approval from City Council to proceed with the project but to include

a study of the viability of adding affordable housing to the program during the concept design phase for City Council consideration.

Staff notified the firms of the ranking results and that Staff was proceeding with fee negotiations with the top ranked firm. Firms were notified that should negotiations be unsuccessful, Staff would move to the number 2 ranked firm. Thereafter, Staff received draft fee proposals from Little Diversified Architectural Consulting, a Durham based firm. Multiple meetings and negotiations regarding fee, scope of services and contract terms has been ongoing, as well as other pre- contract meetings and planning.

The Little team is as follows:

1. Little Diversified Architectural Consulting (Little), Durham NC-Prime Architect; Interiors; FF&E and BIM
2. Kimley-Horn (KH), Durham NC-Parking Consultant; Survey; Civil and Structural Engineering and Landscape Architecture
3. Engineered Design, Inc (EDI), Cary NC-Mechanical, Plumbing, Electrical and Fire Engineering
4. Bree and Associates, Cary NC-Cost Estimating and Traffic Engineering

### **Issues/Analysis**

As described above, negotiations with Little has resulted in a negotiated fee for full design services in an amount not to exceed \$1,854,080. Little's services include all phases of design, construction administration and closeout. Little will begin the design phase by developing conceptual alternatives and pricing for both the original program and options to include affordable housing. The design team will present these options within the first two months of receiving their Notice to Proceed (tentative NTP September 2016) to City Council for consideration and approval prior to proceeding with the desired scope in schematic design. Little will then develop the project design using building information modeling (BIM), for coordination and use during the design/preconstruction phase and transmission of the model to the City at close-out. The City will then be able to use the model for post completion facility management. The attached architecture contract describes the routine contractual requirements and also utilization of BIM and community input, visioning sessions and project updates during the design phase and throughout the project lifecycle.

The Downtown Parking Garage project will require close coordination by and between the Project team, Transportation and other City departments, and community stakeholders. The integrated project approach of contracting for concurrent architectural and engineering design and CMAR preconstruction services presents an opportunity to develop and deliver a project that achieves the goals of the end users and City-wide community.

### **Alternatives**

Proceeding with execution of design services contract is recommended as the only viable alternative for consideration.

## Financial Impacts

<b>Revenue</b>	<b>4800C002/CC402</b>			
Transportation Enterprise Fund				\$ 23,000,000.00
<b>Expenditures</b>	<b>4800C002/CC402</b>			Object Code
<b>Professional Services-Design Team</b>			<b>\$ 1,854,080.00</b>	731003
Professional Services-Geotechnical Engineer			\$ 312,000.00	731003
Professional Services-CMAR Precon			\$ 115,000.00	731003
Parking Equipment			\$ 500,000.00	
Owners Costs-Design and Construction Contingencies			\$ 1,718,920.00	
Construction Budget-GMP			<u>\$ 18,500,000.00</u>	
				\$ 23,000,000.00

The Equal Opportunity/Equity Assurance Department reviewed the proposal submitted by Little Diversified Architectural Consulting of Durham, North Carolina to determine compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting. The goals for this project are MUBE 6% and WUBE 8%. The goals were established under the former SDBE program. It was determined that Little Diversified Architectural Consulting was in compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting.

## UBE REQUIREMENTS

No MUBE or WUBE goals were set.

Little Diversified Architectural Consulting will subcontract to the following certified firms:

<b>Firm</b>	<b>ID</b>	<b>City/State</b>	<b>Amount</b>	<b>% of Contract</b>
BREE & Associates, Inc.	MUBE	Raleigh, NC	\$ 90,380.00	4.88%
JC Waller & Associates, PC	MUBE	Greensboro, NC	\$ 28,200.00	1.52%
Engineered Designs, Inc.	WUBE	Raleigh, NC	\$207,300.00	11.2%

The MUBE and WUBE goals were exceeded.

## WORKFORCE STATISTICS

Workforce statistics for Little Diversified Architectural Consulting are as follows:

Total Workforce	54
Total Females	25 (46%)
Total Males	29 (54%)

Black Males	1	(2%)
White Males	26	(48%)
Other Males	2	(4%)
Black Females	1	(2%)
White Females	24	(44%)
Other Females	0	(0%)