



MEMORANDUM

P.O. Box 4100 ♦ FRISCO, COLORADO 80443

**TO: MAYOR AND TOWN COUNCIL**  
**FROM: DON REIMER, COMMUNITY DEVELOPMENT DIRECTOR**  
**EVA HENSON, HOUSING COORDINATOR**  
**RE: CONTRACT FOR DESIGN SERVICES – 619 GRANITE STREET WORKFORCE HOUSING PROJECT**  
**DATE: JANUARY 26, 2021**

**Summary and Background:** For a number of years, the Town of Frisco (Town) has discussed the opportunity to enter into a partnership with Colorado Department of Transportation (CDOT) to develop a workforce housing project on the lot owned by CDOT located at 619 Granite Street, Lots 18-24, Block 12 in the Town of Frisco. On August 25, 2020, Town Council approved a Workforce Housing Planning Agreement (Agreement) between CDOT and the Town.

The Agreement lays the foundation to jointly undertake all necessary actions to design and develop a workforce housing project. The Agreement requires CDOT and the Town to share all costs 50/50 (excluding each agency's staffing and personnel costs) in the amount not to exceed \$200,000 to develop 80% construction drawings and final construction cost estimates to design the project by December 31, 2021, and sets forth the parameters regarding selection and engagement of professional consultants and contractors. The Agreement does not bind CDOT or the Town to final construction of a project.

On November 17, 2020, a Request for Proposals (RFP) was released for the Granite Street Workforce Housing seeking competitive bids from qualified contractors to provide Architecture, Engineering, and Site Planning Services. The RFP response deadline was December 18, 2020, and nineteen (19) qualified proposals were received by the submittal deadline. These proposals were subsequently reviewed by a Selection Committee composed of Town and CDOT staff. Following interviews with the top teams, the committee is making the recommendation to enter into a contract for design services for the project with a team led by Studio Architecture.

**Analysis:** A Selection Committee comprised of CDOT staff and Town staff was formed to first draft the RFP, and then to evaluate responses, interview selected teams, and then finalize a recommendation for award of a contract for design services. The committee included town staff members Eva Henson, Housing Coordinator, Susan Lee, Planner, Gilly Plog, Environmental Programs Coordinator, Don Reimer, Community Development Director; and from CDOT, Erin Lucero, Architect - Property Management.

The RFP process included an opportunity for respondents to pose questions on the RFP, as well as a pre-proposal meeting. As a result of the inquiries made, two addendums to the RFP were prepared: Addendum 1 was a response to all questions received; and Addendum 2 was an Add Alternate to the RFP, requesting that respondents submit a fee to develop 100% construction

drawings and specifications, bid documents, permit drawings, and construction administration. The purpose for the Add Alternative was to obtain a price for these services to be able to quickly move forward if CDOT and the Town decided to construct the project, and would be contracted through an amendment to this contract.

Nineteen (19) proposals were received by the Proposal Submittal deadline of December 18, 2020. Shortly thereafter at 4 p.m. MST, the Public Bid Opening occurred virtually via Zoom meeting where the proposals were formally opened and fees for services for each proposal were announced.

<b>Name of Bidder:</b>	<b><u>Bid Amount:80% CDs</u></b>	<b><u>Add Alternative Bid Amount: 100% CDs</u></b>
1. F9 Productions	\$230,910	\$113,220
2. Studio Completiva	\$357,350	\$151,037
3. Van Meter Williams Pollack LLP	\$488,580	\$288,060
4. Onion Flats	\$354,072	\$82,546
5. Workshop8	\$357,640	\$132,445
6. Studio Architecture	\$259,275	\$37,900
7. BVH Architecture	\$359,810	\$137,530
8. New Horizon Building Group*	N/A*	N/A*
9. RDBA	\$65,920	
10. Mues	\$224,200	\$102,250
11. O'Bryan Partnership Architects	\$423,800	\$123,400
12. MVE+Partners	\$630,700	\$55,000
13. 2757 Design	\$375,930	1.5% of Construction Estimate
14. Caddis Collaborative	\$236,450	\$106,500
15. RNN Architects	\$296,492	\$126,278
16. JNS Design	\$344,320	\$130,216
17. Coburn Architecture	\$476,550	\$161,100
18. Davis Partnership	\$374,323	\$189,491
19. Pyatt Studio	\$98,000	\$46,300
20. Hord Coplan Macht	\$318,300	\$146,254
* This firm did not respond to the full RFP, but instead submitted an offer for pricing, construction feasibility and owner's representative services		

Pursuant to Chapter 9 of the Code of Ordinances of the Town of Frisco, the Selection Committee created a scorecard to review and evaluate the proposals, with the following being the criteria and weighting that was used:

**Proposer Qualifications – 30% (1-30 points)**

- Project management skills
- Firm Background and Project Team statement of qualifications
- Relevant work experience: work directly related to developing workforce housing (at least 3 examples of projects within the last 5 years)
- Proposer's expertise in providing comprehensive architecture, engineering and planning services
- Quality of deliverables: clear, concise document, graphics and formatting, artistic renderings, etc.

**Methods and Approach – 30% (1-30 points)**

- Ability to understand and deliver all desired plan components: comprehensive description of proven methods and plans for carrying out the project scope
- Philosophical approach to individual and team work
- Thorough review and understanding of existing planning documents and unique conditions
- Ability to schedule and deliver on time

**Creativity and Understanding of Project – 20% (1-20 points)**

- Understanding of the Town of Frisco and the housing challenges in the community and how that knowledge will support the approach to project design
- Creativity and Innovation in approach to plan elements
- Understanding of the Town of Frisco Sustainable Code and Zero Energy Ready Home requirements and CDOT's requirement for LEED gold certified via the LEED v4 for Building Design and Construction

**Proposed fees and costs – 20% (1-20 points)**

- Provide preliminary timeline of dates and schedule for the project including but not limited to: start date, proposed end date, progress meeting dates, draft deliverables dates, etc.
- Provide schedule of rates and the total costs to complete scope of work. Rates shall reflect the allocation of key staff personnel and subcontractors to the project
- Schedule of rates should include all information regarding reimbursable, ancillary services, payment schedules to subcontractors, add-ons, etc.
- Reasonable time and resource costs – refer to Planning Agreement (8.25.20) Section 2.08 & 2.09 – aggregate sum of \$200,000

On December 28, 2020, the Selection Committee met to discuss final review and evaluations of the nineteen (19) proposals. Final scorecards were completed and reviewed for each proposal. Though most of the proposals met the minimum requirements of the RFP, most of them also exceeded the allocated budget of \$200,000. (Note: Staff has recommended amending the Agreement to increase the amount available as a separate agenda item on the January 26, 2021 Council agenda).

The committee selected the top six (6) proposals based on the criteria of overall Proposer Qualifications, Methods and Approach, Creativity and Understanding of the Project, and Proposed Fees and Costs. The six (6) teams were invited to individual virtual interviews via Zoom meeting for two-hour allotted times on January 6, 7, and 8, 2021. The consultant team presented a summary of their proposal, and then the Selection Committee asked a series of predetermined questions and discussed with each team their relevant experience and project approach.

The six (6) teams that were selected for interviews are:

<b>Team</b>	<b>Proposal Cost 80%/100%</b>	<b>Date of Interview</b>
Workshop8	\$357,640 / \$132,445	Wednesday, Jan. 6
RNN	\$296,492 / \$126,278	Wednesday, Jan. 6
Studio Completiva	\$357,350 / \$151,037	Thursday, Jan. 7
O'Bryan Partnership	\$423,800 / \$123,400	Thursday, Jan. 7
Caddis Collaborative	\$236,450 / \$106,500	Friday, Jan. 8
Studio Architecture	\$259,725 / \$37,900	Friday, Jan. 8

Following completion of the interviews, the Selection Committee met on January 11, 2021, to discuss each of the six (6) teams in further detail including the virtual interviews, their presentations, and our evaluation notes and comments. The Selection Committee felt that all six (6) teams were each qualified and could successfully complete the project, and that ultimately the deciding factor was the sense of collaboration between the consultant team and staff. The Selection Committee was in agreement on the top three teams in the following order, with a summary of each team, followed by Selection Committee comments on the various evaluation criteria presented in *italics*:

1. **Studio Architecture** (\$259,725 80% / \$37,900 Add-Alternate 100%)

Established in 2010, Studio Architecture is a full service architecture and urban design firm located in Boulder, Colorado. Studio Architecture was established to provide their clients with the highest quality architectural design and consulting services in the Rocky Mountain region. The team will be led by Jeff Dawson as principal in charge, with Aldo Sebben as principal designer, Tim Ross as principal project manager, and Chris Russell as the project architect. Sub-consultants on the team include: JVA (Civil); Outside LA (Landscape Architecture); MDP Engineering (Mechanical, Engineering, and Plumbing); Studio NYL (structural engineering); and Taylor Kohrs (cost estimating).

*Proposer Qualifications and Experience: Studio Architecture has affordable housing project experience in the mountains and completed projects similar in scale to the Granite Street Workforce Housing Project. (i.e. Palo Park, an affordable housing community with 45-units – was a joint venture by Boulder Housing Partners and Flatirons Habitat for Humanity). They have successfully completed projects together through collaboration, communication, listening to their clients, providing strong project management skills, and broad planning entitlement experience. While they do other types of projects, they appear to have a passion for affordable housing. They seem willing to take the time required to design projects that integrate well with the community and meet the specific needs of their client. The Selection Committee appreciated the strong relationships that Studio Architecture has amongst their staff and with their sub-consultants.*

*Methods and Approach: Sustainability and affordability are key components to their design approach, while looking at the project holistically. Sustainable goals: minimize impact on the environment; maximize the well-being for residents; reduce initial and end-user cost; minimize delays during construction. Design sustainable to be affordable. Integrating sustainability into the project from the start reduces the cost premium commonly associated with these requirements. Their method and approach takes into consideration the balance of quality, cost, and time to create a successful project. Studio Architecture reviewed their initial project ideas regarding site conditions and solar exposure. The Selection Committee felt their presentation demonstrated that they have an original approach and will focus on integrating sustainability from the onset of the design process. The team was able to explain technical details and opportunities for construction cost savings in simple ways that were easy to understand.*

*Creativity and Understanding of Project: Has good understanding of Frisco with ties to the community. An architect intern, Andrew Zdechlik, is on the design team and grew up in Frisco, a few blocks from the Granite Street site. Design goal is to minimize the impact on environment while maximizing the positive project impacts for the community. The team understands that the money dedicated to affordable housing is a valuable resource. Their job is to ensure it is invested wisely, that this development fits within the context of the*

*community, and that it will stand the test of time. Overall, the team gave the impression that they would work hard to design the project that their client is seeking.*

*Proposed Fees and Costs:* *There was not a premium for embedding sustainability in the design, but identified it would probably add a 2-3% premium on the construction end. Project team has all the required components and consultants at a reasonable cost. Studio Architecture has LEED accredited architects on staff resulting in significant cost savings over other firms.*

**2. Studio Completiva (\$357,350 80% / \$151,037 Add-Alternate 100%)**

Established in 1995, Studio Completiva is a Denver-based, design-first architecture and planning firm dedicated to developing communities that bring a marked, positive impact both to the lives of the occupants and the greater neighborhood. Studio Completiva first became involved with housing options in Frisco with their participation in the Housing Colorado Charrette in 2017. They enlisted a team with strong experience in Frisco and Summit County to guarantee their knowledge of local priorities and goals. The team will be led by Yong Cho as principal and Nate Huyler as project manager. Sub-consultants on the team include: TetraTech (Civil engineering); JVA (structural engineering); Norris Design (landscape architecture and entitlement); SGM (mechanical, electrical, plumbing); NV5 (construction cost estimating); Group 14 (sustainability and commissioning); Jensen Hughes (code consulting); and Delet (specifications).

*Proposer Qualifications and Experience:* *Has affordable housing experience with a background in creating over 2,500 affordable units in Colorado through 25 years of practice, but lacking in the mountain areas. Has knowledge in multi-family and a strong team who has collaborated on projects successfully. Sub-consultants have local experience in Frisco and Summit County. The Selection Committee was concerned with the team's lack of architectural experience in mountain communities.*

*Methods and Approach:* *Committed to working with housing organizations, neighborhood stakeholders, existing residents, and municipalities to create innovative design solutions. Apprehensive about their project management process and being bogged down by the details and long timeframe. Deep technical knowledge in resiliency, sustainability and energy options. The overview of their initial design process caused concern as to their ability to design specifically for this project site.*

*Creativity and Understanding of Project:* *Has good understanding of the site analysis conducted by EPS. Anticipated approach and basis of fees is a traditional stick-built construction. However, they would take some time during a kickoff charrette and concept design to explore the possibility of pre-manufactured modules for the project. A unique approach to this was not outlined during their presentation.*

*Proposed Fees and Costs:* *The proposal and project team included all the required components, but also some additional team members including a sustainability and LEED coordinator, code compliance reviewer, ADA consultant, and specifications consultant, which seemed to add significant cost to the project estimate without necessarily adding clear, additional value.*

**3. Workshop8 (\$357,640 80% / \$132,445 Ad-Alternate 100%)**

Originally founded as VaST in 2000 and rebranded to Workshop8 in 2010, is a Boulder-based design studio providing master planning, architecture, interior design, rendering and

visualization services. The team has been dedicated to the design of beautiful, functional, affordable, multi-family housing for over 20 years. Their mission is to integrate architecture, interiors, graphics and art. To that end, they design workforce housing that lives like market rate housing. They enlisted a high level team that understands Town of Frisco's submittal and entitlement processes, development design standard, and are excited about its proactive climate goals. The team will be led by Brandy LaMae as project executive, Joseph Vigil as principal architect, Megan Stanley as project manager and Chelsea Semelka as interior design manager. Sub-consultants on the team include: ProofCivil Consulting Engineers (Civil). Galloway (landscape architecture and traffic studies); PCD Engineering (mechanical, electrical, plumbing engineering, LEED); JVA (structural); and New Horizon Building Group (cost estimation).

*Proposer Qualifications and Experience: Has affordable housing experience throughout Colorado that include clients such as the Denver Housing Authority, Aurora Housing Authority, Longmont Housing Authority, Boulder County Housing Authority, and the Loveland Housing Authority, but lacking in the mountain communities. The team that was put together for this proposal has not worked collaboratively together on previous projects and the Selection Committee had reservations about team cohesion and project management.*

*Methods and Approach: Rely on a values-based design approach and vet design decisions based on the following values: Artistry, Collaboration, Exploration, Integrity, Leadership, Passion, Sustainability, and Viability. Strong approach to energy conservation and green building goals in new construction. Team planned to switch main points of contact between first and second phases of project. Seemed a bit disjointed. The Selection Committee had reservations about their project management skills.*

*Creativity and Understanding of Project: Has good understanding of Frisco's planning documents and background. Has vast experience with multi-family housing designs and practice design sensibilities that will blend with the Town of Frisco design guidelines while preserving the natural beauty and the unique charm of Main Street and neighborhood character. Team would be represented by the sub-consultant, Galloway, during the public process and planning approval phases. Initial design ideas for this project were based on assumptions from the EPS report and previous work experience. Did not seem to have original, site-specific ideas about this project site.*

*Proposed Fees and Costs: The proposal was based on an assumption of unit numbers. Team felt that cost savings may be possible if unit numbers changed or the Selection Committee would move away from requiring LEED Gold certification. Proposal included all the required components. Architectural fees for this proposal were almost double that of the other final three firms. Cost estimation fees and the fee for LEED consultation were higher than other proposers but did not seem to add additional value to their proposal.*

The other three teams, RNN Architects, O'Bryan Partnership and Caddis Collaborative met the requirements of the RFP, but when compared to the top three (3) teams, the Selection Committee did not rank these teams as high based on the evaluation criteria and interactions during the interviews.

**Financial Impact:** There are sufficient funds in the Town's 5A Housing Fund, which currently has a fund balance of approximately \$6M. Planning and design of the project is estimated to require between \$200,000 and \$400,000.

The contract being authorized through Resolution 21-04 authorizes a contract with Studio Architecture for the Architecture, Engineering, and Site Planning Services for the Granite Street Workforce Housing Project.

**Alignment with Strategic Plan:** Increasing the number of workforce and affordable housing units remains one of the Town Council's highest priorities. Implementation of the Town Council's goals requires addressing housing through multiple channels including the Workforce Housing Planning Agreement between two public agencies. Moving this project forward will propel the construction of a much-needed housing project in the Town's central core area.

**Environmental Sustainability:** Based on both the Town of Frisco's sustainable building and land use codes, as well as CDOT's LEED and high performance building requirements, the project will be designed to meet high standards of energy efficiency and sustainability.

**Staff Recommendation:** After a thorough review of the Granite Street Workforce Housing proposals, staff is recommending the Studio Architecture proposal. While all of the proposals offered the requisite selection of architecture, engineering and site planning services, the selection committee unanimously feels that the Studio Architecture team is the most qualified and best team for this project. Their proposed cost estimate of fees of \$259,725 (80%) and \$37,900 (Add Alternate 100%) was among the lower estimates of the interviewed teams; however, the committee also felt that the team's method and approach inherently led to cost savings in design, and ultimately construction. The proposal included all of the required sub-consultants and will provide the best value for this project. They bring high-quality architectural design and affordable housing project experience, similar in scale to the Frisco Granite Street Project. They have strong relationships with their consultant team, and proven collaboration and project management skills demonstrating their capability to deliver a project that is sustainably and affordably designed.

Town staff has checked Studio Architecture's references. All were highly complementary of their work and reinforced our initial impressions: that they are good listeners and communicators, they are knowledgeable of and integrate sustainability into their designs from the onset; and they have strong project management skills along with planning entitlement experience.

If Council is in agreement with staff's recommendation, adoption of Resolution 21-04 will authorize the approval of a contract with Studio Architecture.

**Reviews and Approvals:** This report has been reviewed and approved by:

Bonnie Moinet, Finance Director-Approved  
Nancy Kerry, Town Manager

**Attachments:**

Exhibit A - Resolution 21-04, A Resolution Authorizing the Contract for 619 Granite Street Workforce Housing Project Services with Studio Architecture.  
Exhibit B – Contract with Studio Architecture  
Exhibit C – Proposal from Studio Architecture  
Exhibit D – Proposal from Studio Completiva  
Exhibit E – Proposal from Workshop8  
Exhibit F – Proposal from RNN Architects  
Exhibit G – Proposal from O'Bryan Partnership  
Exhibit H – Proposal from Caddis Collaborative