



Department of Housing & Human Services

1333 Iris • Boulder, Colorado 80304 • Tel: 303.441.1000 Fax: 720.564.2283
3460 Broadway • Boulder, Colorado 80304 • Tel: 303.441.1000 Fax: 303.441.1523
515 Coffman Street • Longmont, Colorado 80501 • Tel: 303.441.1000

www.BoulderCountyHHS.org

DATE: October 11, 2021
TO: Matt Jones, Chair, BCHA Board
Paul Jannatpour, Interim Co-Director, Housing & Human Services
FROM: Norrie Boyd, BCHA Interim Division Director
SUBJECT: Waiver of Bid Requirements

Request:

Boulder County Housing Authority (BCHA) is requesting a waiver of bid requirements for the procurement of architectural and design services from Coburn Development, Inc. (Coburn) for a potential Transit Oriented Development (TOD) in Boulder County, Colorado.

Budget:

The budget for the work will not exceed \$585,000 from October 1, 2021 through December 31, 2022. BCHA will only proceed with the initial scope of work that will cost \$300,000 that includes RTD Unsolicited Proposal, Community Engagement, PUD Amendment, and Schematic Design. BCHA will ensure that the BCHA Board, the community, the Town of Superior, and RTD are in agreement with the project concept before proceeding to the next task, Design Development, in the total contracted scope of work. BCHA intends to enter into an agreement for services described here for a one-year contract period, renewable for up to an additional four years depending on project needs.

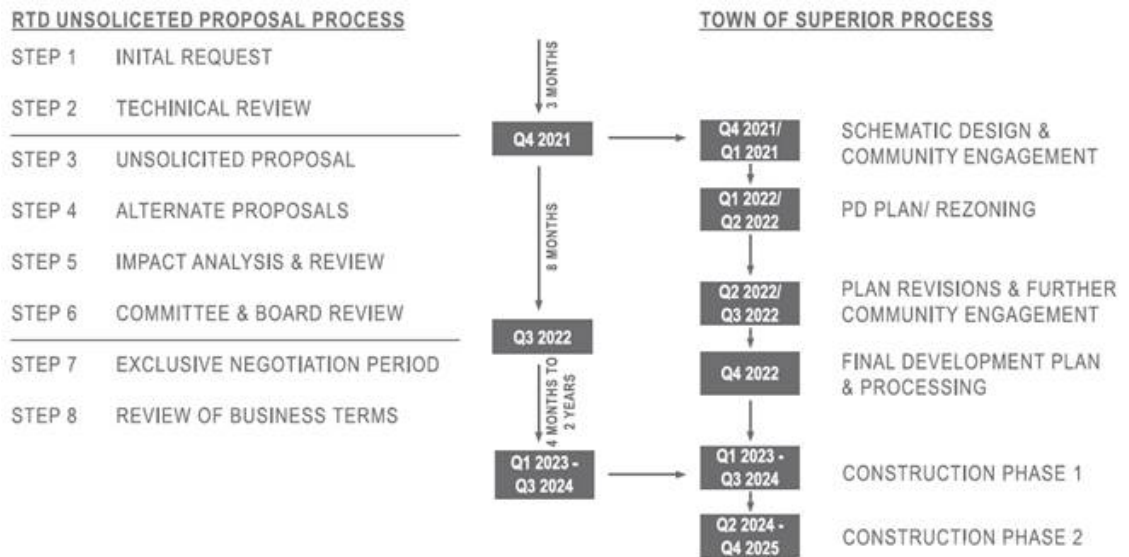
RTD UNSOLICITED PROPOSAL	
Architectural Fee	\$ 10,000
COMMUNITY ENGAGEMENT	
Architectural Fee	\$ 5,000
PUD AMENDMENT - TOWN OF SUPERIOR PROCESS	
Architectural Fee	\$ 30,000
ARCHITECTURAL FEES	
Schematic Design \$235,000	\$ 235,000
Design Development (25% required for Final Dev. Plan Submittal)	\$ 105,000
Total Coburn Fees Through Dec. 2022	\$ 385,000
Total Consultants Fees Through Dec. 2022	\$ 200,000
Initial scope of work includes: RTD Unsolicited Proposal, Community Engagement, PUD Amend., Schematic Design, and 10% subconsultant (e.g. landscape architect, structural engineer) fees	\$ 300,000.0
TOTAL NOT TO EXCEED THROUGH DEC. 2022 (Coburn + Consultants Fees)	\$ 585,000

Background:

Since 2016, BCHA has engaged Coburn for ongoing design studies for current development projects to understand potential building types, massing, and site plans. The pre-development design work has incorporated information from BCHA’s program for a particular site, community input and neighborhood context.

Boulder County Housing Authority (BCHA) is in the preliminary planning stages for a Transit Oriented Development (TOD) site in Boulder County, Colorado. The planned site is an approximately 4-acre parcel located near a major transit hub. BCHA’s preliminary plan incorporates a 2-phase approach to affordable housing development with community amenities and parking proposed. The site location is in close proximity to parks, restaurants, grocery stores, shopping, and trail and multimodal connections. BCHA anticipates that the development would be restricted at 60% or below Area Median Income (AMI). Under the design and planning/pre-development consultation contract, Coburn has been involved in the preliminary planning and design of the TOD site in preparation for BCHA’s first presentation to the Town of Superior Board and Phase 2 Application to RTD.

The timeline for the project has recently been expedited, requiring BCHA to engage in the entitlements and rezoning process with the Town of Superior before the end of 2021 or first quarter of 2022.



Proposed project and RTD Timeline

Time is of the essence and a formal procurement process would take up much of the time needed for BCHA to begin working on the application to the Town and RTD. Because the project timeline for the entitlement and rezoning and the RTD process are running concurrently and require design elements and planning of the potential development, BCHA would like to contract with Coburn for the project through the entitlement and RTD’s Unsolicited Proposal process.

Purchasing Approved: _____

HHS Interim Co-Department Director Approval: _____

BCHA Board Approved: _____