



## Recommendation for Action

**File #:** 19-2475, **Agenda Item #:** 61.

8/8/2019

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### **Posting Language**

Authorize negotiation and execution of a contract with HHM & Associates, Inc., to provide a historic building survey for University, Windsor and Hyde Park areas, for a term of one year in an amount not to exceed \$160,387.

(Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

### **Lead Department**

Purchasing Office.

### **Client Department(s)**

Planning and Zoning.

### **Fiscal Note**

Funding in the amount of \$26,731 is available in the Fiscal Year 2018-2019 Operating Budget of Planning and Zoning. Funding for the remaining contract term is contingent upon available funding in future budgets.

### **Purchasing Language:**

The Purchasing Office issued a Request for Proposals (RFP) 6800 LNH3006 for these services. The solicitation issued on February 4, 2019 and it closed on February 26, 2019. Of the three offers received, the recommended contractor submitted the best evaluated responsive offer. A complete solicitation package, including a log of offers received, is available for viewing on the City's Financial Services website, Austin Finance Online. Link: [Solicitation Documents](https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=128392)  
<[https://www.austintexas.gov/financeonline/account\\_services/solicitation/solicitation\\_details.cfm?sid=128392](https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=128392)>.

### **For More Information:**

Inquiries should be directed to the City Manager's Agenda Office, at 512-974-2991 or

[AgendaOffice@austintexas.gov](mailto:AgendaOffice@austintexas.gov) <<mailto:AgendaOffice@austintexas.gov>>

NOTE: Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation's Authorized Contact Person: Lynnette Hicks, at 512-974-3349 or [lynnette.hicks@austintexas.gov](mailto:lynnette.hicks@austintexas.gov) <<mailto:lynnette.hicks@austintexas.gov>>.

### **Additional Backup Information:**

The contract will provide a historic resource survey for over 2,500 properties. The contractor will identify, locate, and photograph all buildings, structures, sites, landscapes and objects within the designated area which are eligible for designation as either a historic landmark or a contributing resource to a National Register Historic District or a local historic district. The information collected will be in a digital format, so it can easily be shared with the public through Geographic Information Systems. This historic resource survey is required to

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help guide decisions for redevelopment efforts and historic designations in the University, Windsor and Hyde Park areas.

The City's Historic Preservation Office and the Historic Landmark Commission are tasked with preparing inventories of structures and areas that may be eligible for designation. The historic resource survey will provide this information and inventory for the selected area and will help guide neighborhoods, property owners, staff and the Historic Landmark Commission on decisions regarding designation as well as proper treatments of individual historic properties and neighborhoods or potential districts. The historic resource survey will also provide context statements and historic research on individual properties and districts which are required for designation.

An evaluation team with expertise in this area evaluated the offers and scored HHM & Associates, Inc. as the best to provide these services based on the system concept and solutions proposed, work program and schedule, demonstrated applicable experience, personnel qualifications, pricing, local business presence, and service-disabled veteran business enterprise.