

MEMORANDUM

To: CRA Board
From: Erica Schwarz
Date: November 17, 2021
Re: Margaret Fuller Neighborhood House – Revising Designer Contract

BACKGROUND

The Margaret Fuller Neighborhood House (MFNH) project will improve MFNH's program and administrative facilities, including creating a new addition and bringing its historic building up to code, and create affordable ownership housing on what is now the rear of MFNH's lot.

During the summer and fall, CRA staff and MFNH Staff and Board members have been finalizing an Amendment to the Cooperation Agreement that was first signed in April 2019. The Amendment defines the parties' financial and decision making relationship during the Schematic Design Phase, after which the CRA and MFNH will enter into a development agreement in order to advance and complete the project. Both parties have now voted to approve the Amendment, allowing the CRA to amend our contract with the Designer, Studio G, who was selected using a qualifications based procurement process in 2019.

CRA staff are also now negotiating a contract with CBI-Socotec, who was selected at the Owner's Project Manager last month.

AMENDED DESIGN CONTRACT TERM

The CRA selected Studio G in 2019 for work to include feasibility through construction. The CRA entered into a design contract with Studio G in August, 2019 with a limited scope including the completion of a feasibility study for the MFNH project and the development of conceptual designs. This phase took time as it was concurrent with the CRA and MFNH clarifying the project goals. Studio G completed that scope of work by December, 2020.

CRA staff are now proposing to amend that contract in order to cover Studio G's scope from the start of Schematic Design through project close out. The contract amendment is expected to extend the contract term through December 2024.

MOTION

Motion: *Motion: Authorizing the Executive Director and Chair to enter into a new and revised contract with Studio G to provide design services from schematic design through construction of the Margaret Fuller Neighborhood House renovation and development.*

EXHIBITS

Exhibit A: Draft Studio G Contract Scope specific to Schematic Design Phase