



**TO:** Board of Contracts and Awards  
**FROM:** Kim Bedier, Director, Tacoma Venues & Events *VAB*  
Matt Balk, Operations Manager, Tacoma Venues & Events  
**COPY:** City Council, City Manager, City Clerk,] SBE Coordinator, LEAP Coordinator, and Samol Hefley, Finance/Purchasing  
**SUBJECT:** Tacoma Dome Capital Projects Project Management, Architectural and Engineering Services  
Request for Qualifications Specification No. CT12-0001F, Contract No. 4600012609 – March 19, 2019  
**DATE:** February 22, 2019

**RECOMMENDATION SUMMARY:**

Tacoma Venues & Events (TVE) requests approval to increase Contract No. 4600012609, with Helix Design Group, Inc., Tacoma, WA, by \$231,866.80, plus any applicable taxes, for a cumulative total of \$2,329,111.80, plus any applicable taxes for Tacoma Dome capital projects project management, architectural and engineering services.

**STRATEGIC POLICY PRIORITY:**

- Assure outstanding stewardship of the built environment.
- Encourage and promote an efficient and effective government, which is fiscally sustainable.

Assuring the stewardship of the built environment is best aligned to this action, extending the usable life of the Tacoma Dome arena through capital project completion.

**BACKGROUND:**

The approved 2017-2018 City of Tacoma Budget included funding for multiple capital maintenance projects to be completed at the Tacoma Dome. These projects included seating replacement, artist quarters renovations, floor level restrooms, loading dock system, fire and security upgrades, and exterior renovation. Council approved a contract (SAP 4600012609) awarded to Helix Design Group, Inc. in the amount of \$1,456,995.00 for project management, architectural and engineering services in order to complete these projects on time.

ISSUE: Since the initial approval and execution of the contract, additional projects including demolishing and replacing portions of the concrete floor slab in preparation for the Tacoma Dome’s seating project were identified and funded, with Council approval in February 2018 increasing the contract by \$640,250.00, for a cumulative total of \$2,097,245.00. Six (6) project packages were required to be re-bid due to unforeseen escalations in construction costs, requiring additional support from Helix Design Group, Inc. to prepare for re-bidding.

ALTERNATIVES: The alternative to amending the contract to include the additional capital project management and engineering components would be to secure City of Tacoma Public Works project management personnel for project management. Based on current staff complement and work load in Public Works, this would negatively impact project completion.



In addition, architectural and engineering services would still be required. Tacoma Venues & Events staff does not possess the technical background to manage the projects internally.

**COMPETITIVE ANALYSIS:** The City of Tacoma solicited engineering and architectural services under Request for Qualifications No. CT12-0001F. Following the selection process per Chapter 39.80 of the Revised Code of Washington (RCW), Helix Design Group, Inc. was selected as the most qualified firm at a price determined as fair and reasonable in regards to the scope, complexity and nature of the Tacoma Dome capital projects. The consultant has agreed to increase the contract at the same prices, terms and conditions of the original contract.

**CONTRACT HISTORY:** The original contract was approved by Resolution No. 39665 on February 28, 2017, in the amount of \$1,456,995.00. The first amendment to the contract increased the contract by 640,250.00, for a cumulative amount of \$2,097,245.00, and was approved by Resolution No. 39939 on February 13, 2018. The second amendment to the contract extended the term of the agreement from December 31, 2018 to June 30, 2019. This is the third amendment to the contract.

**FISCAL IMPACT:**

**EXPENDITURES:**

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
FUND 3211-DOME Tacoma Dome Bond	PAF-00033-02-01		\$231,866.80
<b>TOTAL</b>			<b>\$231,866.80</b>

**REVENUES:**

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
FUND 3210-DOME Tacoma Dome Bond	PAF-00033-FS-AD		\$231,866.80
<b>TOTAL</b>			<b>\$231,866.80</b>

**FISCAL IMPACT TO CURRENT BIENNIAL BUDGET:** \$231,866.80

**ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED?** Yes

**IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED.** N/A