



City of Santa Fe, New Mexico



SOLE SOURCE REQUEST AND DETERMINATION FORM

This sole source request form **must** be submitted to the City of Santa, Purchasing Division for authorization, determination and processing by the Chief Procurement Officer (CPO).

Please ensure to complete this form in its entirety - () must be completed.*

*Date: 5/5/2020

*Prepared By: Rich Brown

*Title: Economic Director

*Vendor Name: Proyecto

*Address:

*City:

*State:

*Zip Code:

***Description of Goods/Service to be procured: PROJECT MANAGEMENT FOR MIDTOWN DEVELOPMENT AND PLANNING RFEI**

*Estimated Cost: \$260,000 over 4

Term of Contract: (One (1) year from award) 4 Yrs. 7/1/20-6/30/2024

*Sole Source Request Justification Questions 1-3.

1. Explain the purpose/need of purchase. Ensure to include a thorough scope of work for the services, construction or items of tangible personal property (if this is an

The redevelopment and ultimate disposition of the Midtown property is a high priority for the City. Phases 1 and 2 of this project were completed by Daniel Hernandez, Principal of Proyecto, including the development and design of a due diligence, master planning and disposition process for the site. Mr. Hernandez designed and assisted the City with the release of a detailed Request for Expressions of Interest (RFEI), the primary outcome of which was to shortlist a Master Developer for the site. Phase 3 is designed to build on these early phases to guide the phased disposition and development of the property, including:

- Coordinating a detailed financial analysis;
- Creating a land use zoning model, urban design guidelines, and performance standards for phased development;
- Ensuring that the City’s public engagement plan for the Project ties the Midtown Guidelines and public vision to the property in perpetuity;
- Evaluating the potential benefit of proposals for project developers, building tenants and lease candidates to ensure the Midtown Guidelines are fulfilled; and
- Advising the City regarding a governance model for the long-term disposition of the site.

Mr. Hernandez’ ongoing involvement and expertise with Phase 3 is considered essential to successfully accomplishing these tasks. Another Contractor will not have Mr. Hernandez’ depth of understanding, institutional knowledge or ability to facilitate the successful negotiation of a Development Disposition Agreement (DDA) with the chosen Master Developer.



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2. Provide a detailed explanation of the criteria developed and specified by the department as necessary to perform and/or fulfill the contract.

The contractor has affirmed sole source for the services, construction or items of tangible personal property (*Attach memo from vendor*). Provide documentation of due diligence for other possible vendors/contractors to provide the requested services/goods proved unsuccessful; or

Other: explanation of the reasons, qualifications, proprietary rights or **unique capabilities (unique and how this uniqueness is substantially related to the intended purpose of the contract) of the prospective contractor that makes the prospective contractor *the one source* capable of providing the required professional service, service, construction or item(s) of tangible personal property. (Please do not state the source is the “best” source or the “least costly” source. Those factors do not justify a “sole source.”) *Unique and how this uniqueness is substantially related to the intended purpose of the contract.***

Proyecto, Project Manager Daniel Hernandez unique capabilities are substantially related to the intended purpose and goals of the professional services contract. Mr. Hernandez has provided the specific project management services required to facilitate the full phases of the Midtown Development project. It would not be feasible for the City of Santa Fe to solicit the professional services for the Midtown Development project management at this stage of the development. It requires multiple phases of ongoing management that will explicitly require Mr. Daniel Hernandez’s specific background, past experience on previous phases, business and political capital and continued project management to complete successfully.

3. Explain why other similar professional services, services, construction or item(s) of tangible personal property *cannot* meet the intended purpose of the contract.

The Midtown Development Project is in the third phase of multiple phases before disposition, development agreement, public engagement and multi-year shovel-ready redevelopment. Project management services for this development program has been conducted by Proyecto (Daniel Hernandez, Principal) since inception and it would not be feasible or financially prudent for the City to seek to evaluate and install a new project manager with the unique skills and expertise that Mr. Hernandez has acquired over two successful phases of the Development Project.

Based on the embedded processes, relationships, proprietary planning strategies and proven skills, another potentially qualified candidate almost certainly could meet the intended purpose of the Midtown Project Management professional services contract needs that will begin the third phase of a multiple phase project. It is clear; the success of the next important and lucrative stages of this redevelopment requires the continued expertise and unique project management skillset Proyecto (Daniel Hernandez, Principal) has delivered for the Midtown Development Project.

