



WAUWATOSA Proposal



MSP Mayfair Collection

Project Inclusion Monitoring



February 9, 2023

Mr. John Ruggini, Finance Director

City of Wauwatosa

7725 West North Ave

Wauwatosa WI 53213

Subject: Proposal Response for Inclusion Plan and Monitoring Services

Reference: **MSP Real Estate, Inc / Mayfair Collection**

John:

Thank you for the opportunity to submit a proposal to provide Inclusion and monitoring services for the referenced project.

PROJECT UNDERSTANDING

1. Developer/General Contractor(D-GC)– MSP REAL ESTATE, Inc. (MSP) plans an affordable housing development in the Mayfair Collection starting as soon as possible. Their original plans called for starting in late 2022 and completing in early 2024. However, unlike River Parkway Phase II, they had not bid out the construction work before understanding the new Wauwatosa DEI initiatives. We are unaware of their Professional service inclusion plans or commitments.
2. As a result, we are estimating the construction phase to be 18 months and based on communications from Mark Hammond the estimated construction cost is under \$25 million - as it relates to the cost of the LCPtracker workforce tracking software we plan to utilize if awarded this work.
3. The D-GC was again awarded WHEDA Low-Income Housing Tax Credit (LIHTC) support and has requested TIF support from the City of Wauwatosa. We are therefore assuming both the WHEDA and TOSA inclusion programs will be active on this project.
4. The project does not have much if any demolition requirements, so construction would likely begin quickly this Spring.
5. We anticipate much greater compliance on this project for the workforce because of MSP's familiarity with the Tosa program initiatives.

ABOUT THIS PROPOSAL

- A. This proposal is an offer to provide consulting services to Wauwatosa to Monitor the business and Targeted new hire workforce in compliance with the Tosa plan and to assist MSP with meeting qualified and competitive Targeted businesses and sources for finding trained workers. As a result, we have specifically included both a workforce and business outreach event for the project, to be held in Wauwatosa¹ or in our MLK Drive office/Community Space to reduce the cost to all involved.
- B. We will make minor modifications to the MSP Project Inclusion Plan, but none for the LCPtracker software.
- C. While Prism will provide direction as requested, the D-GC, its contractors, and vendors are solely responsible for achieving the Tosa and WHEDA inclusion program requirements.
- D. Prism will collect contract and payment data monthly via email from MSP and its service providers, while workforce data will be collected via LCPtracker.

ASSUMPTION AND RECOMMENDATION

We suggest automatic inclusion of workers eligible for the WHEDA low-income hiring program to be included in the definition of allowed workers counted as being from Distressed Zip codes.

¹ If the Wauwatosa Library/City Hall has availability, this would be ideal.

PARTICIPATION PROGRAM

BUSINESS INCLUSION

- **Professional Services expenditures:** 25% with Certified Disadvantaged Business Enterprises (DBE) with this exception -allowing the substitution of the WHEDA EBE program for DBE.
- **Construction Service expenditures:** 25% with Certified Disadvantaged Business Enterprises (DBE) with this exception -allowing the substitution of the WHEDA EBE program for DBE.
- NOTE The WHEDA “EBE” is a collection of acceptable certifications which include the following: 8a, DBE, DVB, MBE, SBE, and/or WBE.

WORKFORCE INCLUSION

- **Wauwatosa:** 25% of all contractor’s newly hired worker hours will be completed by workers from Distressed Zip Codes within the County or as otherwise defined by Tosa.
- **WHEDA:** Twelve different individuals, each serving in one each of the 12 different construction divisions of Labor are required to be hired for the project. The desired goal is one new hire per division by the project owners or their representatives. Workers must meet specific income limits defined by WHEDA. The worker hours from these “WHEDA” workers shall dually count towards the Tosa program goals.

SCOPE OF SERVICES & DELIVERABLES

Prism will make minor modifications to the River Parkway Inclusion Plan

1. Prism plans to host an EBE contractor meeting, in person or virtually, with the Developer to introduce local contractors to the MSP team.
2. Prism plans to connect the development team and its contractors with agencies that provide construction training and skilled labor such as WRTD/BIGSTEP, Employ Milwaukee, the Social Development Commission (SDC), and Northcott.
3. Prism will need two months to close out the project upon substantial completion to confirm contractor closeouts and write the final report.
4. Prism will conduct onsite interviews with the workforce and/or EBE firms to highlight in our mid-project and final reports.

METHODOLOGY

- Meet with the D-GC team to begin crafting any edits to the Project Inclusion Plan (PIP, as approved by the City of Tosa.
- Obtain project schedule containing key project milestones.
- Create the Modified PIP.
- Deploy LCPTracker to appropriately track worker hours from Distressed Zip codes or income-eligible workers regardless of zip codes.
- Prism to track contractor payments via email with the D-GC
- Alert local training agencies of the major project milestones and the need for workers.

NOT TO EXCEED FEE

Inclusion Program Development and Monitoring Fee..... \$74,144 net all
Estimated Cost for LCPtracker Application* (based on 2 years)..... \$ 8,200
Total not to exceed cost \$82, 344Net all

*LCPtracker is quoted without markup. We are still working on a multiple project price break.

Sincerely,

Prism Technical



Randy Crump

CEO