



Analyze. Advise. Act.

925 15th Street NW, 3rd Floor, Washington, DC 20005-2305

T: 202.903.0725 | F: 202.857.3976 | www.hraadvisors.com

PROPOSAL: ON CALL REAL ESTATE ADVISORY SUPPORT – EXTENSION

To: **Scott Somers, City Manager, City of College Park, MD**

From: HR&A Advisors, Inc.

Date: **January 21, 2020**

Re: Task Order 3 Extension - On Call Real Estate Advisory Support

This memo outlines a proposal to extend HR&A's current agreement with City of College Park to provide City staff on-call real estate advisory support for various questions and requests outside the scope of any dedicated Task Order with the City.

Scope of Work

HR&A will provide on-call support to City staff for ad-hoc questions related to various ongoing projects in the City. Support from HR&A may include, but is not limited to, real estate and development advisory; market, economic, and financial analysis; review of reports, documents, and analysis from City staff.

Project Schedule

HR&A will be available immediately to provide City staff support on an on-call basis. Support is to be billed at an hourly rate in-line with the fee schedule outlined below and included in the City of College Park's contract with HR&A.

Project Team

Stan Wall will serve as partner in charge of the project, bringing over 20 years of experience in real estate development and advisory services in the Washington region to College Park. Tanner Dudley, Principal, will oversee day-to-day project activities and analysis. Additional analytical support will be provided by HR&A's team of DC-based analysts. As always, the broader resources of the entire HR&A firm are available to support College Park in all tasks.

Project Fee

HR&A will provide on call advisory services to City staff, billed on an hourly basis based on HR&A's hourly rates below.

By acceptance of this proposal the City of College Park authorizes an additional \$30,000 in funds for HR&A's support to the City through this on-call real estate advisory task order.

HR&A's on call services will be billed at the hourly rates below, as reflected in HR&A's contract with the City of College Park. HR&A's contract rates were guaranteed through the third calendar year anniversary of College Park's contract with HR&A, which was initiated on August 29, 2016; thereafter rates increase 3% annually. The table below reflects HR&A's rates for the period August 30, 2019 through August 29, 2020.

Personnel	Hourly Rate August 30, 2019 – August 29, 2020
Senior Advisor	\$ 443
Partner	\$ 443
Principal	\$ 393
Senior Project Director	\$ 339
Director	\$ 339
Senior Analyst	\$ 246
Analyst	\$ 191
Research Analyst	\$ 152
Admin	\$ 109

*HR&A's contract rates were guaranteed through the third calendar year anniversary of College Park's contract with HR&A, which was initiated on August 29, 2016; thereafter rates increase 3% annually, which is reflected above.
Depositions, mediations, arbitration hearing or trial testimony hours are billed at time and one-half.*

* * * * *

Thank you for the opportunity to submit this proposal, and I look forward to discussing it with you in greater depth, as necessary. You may indicate your acceptance and our authorization to proceed by counter-signing below. If you have any questions, please contact me at swall@hraadvisors.com or by phone at (202) 903-0749.

Regards,



Stan Wall
Partner
HR&A Advisors, Inc.

FOR CITY OF COLLEGE PARK:

Will F. [Signature] Asst. City Manager
for
Scott Somers, City Manager

Name / Title

2/12/20

Date