



**CITY OF ALBUQUERQUE**  
**Albuquerque, New Mexico**  
**Office of the Mayor**

Mayor Timothy M. Keller

**INTER-OFFICE MEMORANDUM**

**January 6, 2026**

**TO:** Klarissa J. Peña, President, City Council  
**FROM:** Timothy M. Keller, Mayor  
**SUBJECT:** Mayor's Recommendation of On-Call Architectural Services for the Aviation Department



The Selection Advisory Committee met via Zoom on September 24, 2025, to consider the following project.

Project: Project No. 0172.06; On-Call Architectural Services for the Aviation Department  
 Agency: Department of Municipal Development

**Project Description:** The purpose of this RFP is to increase the pool of architectural firms contracted to provide Architectural On-Call Services to the Aviation Department. The scope is to include, but not be limited to: studies, analyses, site-planning, pre-design, design, and/or construction phase services. Firms with a current On-Call agreement with the City were not considered.

The Committee was comprised of two licensed architects, in accordance with the SAC Ordinance, in addition to three subject matter experts. Considering only those firms that do not have a current On-Call agreement with the City, the Committee made the following recommendation for On-Call Architectural Services for the Aviation Department.

ARIA Studio Consultants 228  
 Dreskin Architecture & Innovation (DA&I) - 255  
 Huitt-Zollars 260

The Cover Analysis, Score-Sheet Compilation and Minutes of the SAC Meeting are attached.

Therefore, in accordance with Section 14-7-2-1 et seq, ROA 1994, the following is my consultant selection recommendation concerning the procurement of professional services for the above listed project:

ARIA Studio Consultants  
 Dreskin Architecture & Innovation (DA&I)  
 Huitt Zollars

Mayor's Recommendation of ARIA Studio Consultants, Dreskin Architecture & Innovation, and Huitt Zollars - Project No. 0172.06 – On-Call Architectural Services for the Aviation Department

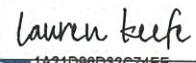
This recommendation is being forwarded for City Council consideration and action.

Approved:

  
Samantha Sengel, EDD  
Chief Administrative Officer

Date

Approved as to Legal Form:

  
Lauren Keeffe  
City Attorney

DocuSigned by: 1A21D96D32C74EE...  
12/24/2025 | 8:01 AM MST

Date

Recommended:

  
DocuSigned by:  
  
82203CCDDB7B47B  
Jennifer Turner, Director  
Department of Municipal Development

12/16/2025 | 1:51 PM MST

Initial

CS

Date

Attachments:

Cover Analysis  
Composite SAC Evaluation Form  
Minutes of the SAC Meeting

## Cover Analysis

### **1. What is it?**

This executive communication submits the Mayor's recommendation for consultants to provide On-Call Architectural Services for the Aviation Department.

### **2. What will this piece of legislation do?**

If this recommendation is approved, it will provide the opportunity for smaller consultant firms, that do not have a current contract with the City, to offer architectural services to the airport.

### **3. Why is this project needed?**

This project is needed so that smaller design firms have the opportunities to generate revenue from Aviation projects.

### **4. How much will it cost and what is the funding source?**

The Department anticipates awarding up to three on-call architectural contracts through this solicitation. Projects will be assigned to the awarded vendors through task orders and the costs for each task order will vary depending on the scope of projects. These projects will be funded through appropriations in the Aviation Capital Fund 613.

### **5. Is there a revenue source associated with this contract? If so, what level of income is projected?**

No, there is not a revenue source associated with this contract.

### **6. What will happen if the project is not approved?**

If this project is not approved, smaller aviation projects will not be serviced due to the number of projects needed and the capacity of the current firms to provide services.

### **7. Is this service already provided by another entity?**

Yes, this service is already provided, however, this project will provide opportunities for new firms to generate revenue from Aviation projects.

### FISCAL IMPACT ANALYSIS

TITLE: 172.06 - On-Call Architectural Services for the Aviation Department

R: \_\_\_\_\_  
FUND: \_\_\_\_\_  
O: \_\_\_\_\_

DEPT: \_\_\_\_\_

No measurable fiscal impact is anticipated, i.e., no impact on fund balance over and above existing appropriations.

(If Applicable) The estimated fiscal impact (defined as impact over and above existing appropriations) of this legislation is as follows:

	Fiscal Years			Total
	2025	2026	2027	
Base Salary/Wages	-	-	-	-
Fringe Benefits at	-	-	-	-
Subtotal Personnel	-	-	-	-
Operating Expenses	-	-	-	-
Property	-	-	-	-
Indirect Costs	-	-	-	-
Total Expenses	\$ -	\$ -	\$ -	\$ -
<input type="checkbox"/> Estimated revenues not affected	\$ -	\$ -	\$ -	\$ -
<input type="checkbox"/> Estimated revenue impact	\$ -	\$ -	\$ -	\$ -
Revenue from program	\$ -	\$ -	\$ -	\$ 0
Amount of Grant	\$ -	\$ -	\$ -	\$ -
City Cash Match	\$ -	\$ -	\$ -	\$ -
City Inkind Match	\$ -	\$ -	\$ -	\$ -
City IDOH	\$ -	\$ -	\$ -	\$ -
Total Revenue	\$ -	\$ -	\$ -	\$ -

These estimates do not include any adjustment for inflation.

\* Range if not easily quantifiable.

Number of Positions created

## COMMENTS:

## COMMENTS ON NON-MONETARY IMPACTS TO COMMUNITY/CITY GOVERNMENT:

## PREPARED BY:

Christina Owens 12/11/2025 | 9:36 AM MST  
 862EBB5ECB3443  
 FISCAL ANALYST

## APPROVED by:

Jennifer Turner 12/16/2025 | 1:51 PM MST  
 82203CCDDB7B47B...  
 DIRECTOR

## REVIEWED BY:

Christine Ching 12/17/2025 | 7:49 AM MST 12/17/2025 | 8:21 AM MST 12/17/2025 | 9:47 AM MST  
 308DB08BC8846D  
 EXECUTIVE BUDGET ANALYST BUDGET OFFICER CITY ECONOMIST

## Signed by:

Donna Sandoval  
 08F4D687C3CA4E2

## Signed by:

Christine Bourner  
 8A2C41A2D954FD...

**SAC Meeting scores recorded by Christella Armijo**

**Project No: 172.06 - On-Call Architectural Services for Aviation Department**

**SAC Meeting date and time: 09/24/2025 , 10:00 am**

**Number of respondents: 5**

	DA+I	ARIA	Huitt-Zollars	SMPC	Studio SW
Member 1	77	81	85	86	86
Member 2	79	83	90	80	85
Member 3	90	87	85	85	88
Member 4	67	87	90	85	88
Member 5	72	85	80	87	88
<b>Total after min &amp; max scores removed:</b>	<b>228</b>	<b>255</b>	<b>260</b>	<b>256</b>	<b>262</b>
<i>add "1" for ties, to respondent having highest score dropped</i>					
<b>Total after ties</b>	<b>228</b>	<b>255</b>	<b>260</b>	<b>256</b>	<b>262</b>
<i>add "1" if still ties, to respondent having lowest score dropped</i>					
<b>Total after ties</b>	<b>228</b>	<b>255</b>	<b>260</b>	<b>256</b>	<b>262</b>

Minutes of the Meeting  
of the  
Selection Advisory Committee  
September 24, 2025  
10:00 am – 10:20 am

## **On-Call for Architectural Services for the Aviation Department**

**Project No: 0172.06**

## **Present:**

Jerry Francis, City Architect, DMD  
Hartwell Briggs  
Gary Sandoval  
David Lopez  
Myrna Marquez

## **Absent:**

**Staff:**

Christella Armijo, Administrator, Selection Advisory Committee

Five proposals were received in response to the Request for Proposals. Two proposals were deemed ineligible as they had current on-call agreements with the City.

## **Project Description:**

To increase the pool of architectural firms contracted to provide On-Call Services to the Aviation Department. The scope is to include, but not be limited to: studies, analyses, site planning, pre-design, design, and/or construction phase services. Firms with a current On-Call agreement with the City were not considered.

## **Estimated Compensation**

## No cap compensation

The Administrator contacted the SAC Committee and advised them that this meeting would take place on September 24, 2025.

The Administrator collected the Committee members' scores and deleted the high score and low score and then totaled the proposal scores. The Committee was comprised of two licensed architects in addition to three subject matter experts. The Committee and respondents were advised of the final scores and the Administrator asked the Committee if there was a motion for interviews; no motion was made.

The Administrator verified the scores prior to submitting the Committee's recommendation to the Mayor.

Final scores reported via e-mail were as follows:

DA+I	228
ARIA	255
Huitt Zollars	260

The Administrator informed the Committee of the following ranking of the firms based on their scores and subject to verification of Total Final Points:

DA+I	228
ARIA	255
Huitt Zollars	260

There being no further business before the Committee, the Administrator adjourned the meeting at 10:30 am on 09/24/2025.

*Christella Armijo*

Administrator  
Selection Advisory Committee

cc: City Clerk