

## HACSA MEMORANDUM

**TO:** HACSA Board of Commissioners

**FROM:** Don Williams, Housing Director

**AGENDA ITEM:** ORDER/In the Matter of Accepting a Bid and Awarding Contract #03-C-0041 for the Laurelwood Re-Construction: Phase Three.

**AGENDA DATE:** June 25, 2003

### I. MOTION :

IT IS MOVED THAT RON KAUFMANN - BUILDER BE AWARDED A CONTRACT #03-C-0041 FOR THE LAURELWOOD RE-CONSTRUCTION: PHASE THREE AND THAT AN ORDER TO THIS EFFECT BE SIGNED; AND AN AGREEMENT BE EXECUTED IN ACCORDANCE WITH BID DOCUMENTS.

### II. ISSUE

Board approval is required to award a contract for the Laurelwood Re-Construction: Phase Three, located in Florence, Oregon .

### III. DISCUSSION

#### A. Background:

The Agency is in the process of doing comprehensive modernization of the 30 units of Public Housing in Florence, Oregon, known as Laurelwood Homes. This is the third phase of this modernization work, and this phase is to demolish and totally rebuild one duplex ( two units). The exterior work includes total building demolition and removal, and construction of a new building (with additional concrete footings, slabs and ramps)in full ADA compliance.

#### B. Analysis

A formal bid process with a bid package was issued by the Agency for the required work. We placed plans in various plan centers and the project was advertised in local papers. Two responsive bids were obtained. The lowest bidder is both responsive and responsible, and they have reviewed their bid and confirmed their costs.

C. Alternatives/Options

In that the public bidding process was employed, the lowest bid of \$196,000 has no irregularities, it is responsive and responsible, the prices are considered competitive, and there are sufficient budget funds to cover the project, we recommend award of the contract to Ron Kaufmann - Builder.

D. Recommendation

Approval of the proposed Motion.

E. Timing

Upon bid award, the contractor shall have ten days to provide the Agency with a signed contract. It is anticipated that all other necessary documents could be processed by July 7, 2003 and work would commence shortly thereafter.

**IV. IMPLEMENTATION/FOLLOW-UP**

Same as in Item III.E

**V. ATTACHMENTS**

Bid Recap Sheet.

**IN THE BOARD OF COMMISSIONERS OF THE  
HOUSING AND COMMUNITY SERVICES AGENCY  
OF LANE COUNTY, OREGON**

ORDER NO.

)In the Matter of Accepting a Bid and Awarding  
)Contract #03-C-0041 for the Laurelwood Re-  
)Construction: Phase Three

WHEREAS, at a duly publicized time and place on May 28, 2003, Brian Shafer, Contract Administrator for the Housing And Community Services Agency of Lane County, Oregon, opened bids on the following project: Contract #03-C-0041 for the Laurelwood Re-Construction: Phase Three; and

WHEREAS, funds are available to finance the project, and the Executive Director having so recommended, NOW, THEREFORE, IT IS HEREBY

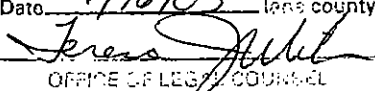
ORDERED, that Ron Kaufmann - Builder be awarded the contract for the Laurelwood Re-Construction: Phase Three and that the agreement be executed by the Executive Director in accordance with the bid documents. The contractor shall present a valid signed contract with performance security and shall satisfactorily complete all work within the specified contract time.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2003

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Peter Sorenson, Chair  
HACSA Board of Commissioners

APPROVED AS TO FORM

Date 4/16/03 Lane County  
  
OFFICE OF LEGAL COUNSEL

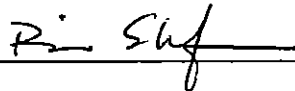
In the Matter of Accepting a Bid and Awarding Contract #03-C-0041 for the Laurelwood Re-Construction: Phase Three

**BID RECAP**

AWARDING PROJECT #03-C-0041 FOR THE LAURELWOOD RECONSTRUCTION: PHASE III,  
FLORENCE, OREGON, FOR TWO UNITS OF HOUSING OWNED BY THE HOUSING AND  
COMMUNITY SERVICES AGENCY OF LANE COUNTY.

	CONTRACTORS	BID AMOUNT
1.	Ron Kaufmann - Builder Reedsport, Oregon	\$196,000.00
2.	Pacific NW Building Specialists, Inc. North Bend, Oregon	\$209,796.00

THIS IS A TRUE AND ACCURATE ACCOUNT OF THE BID OPENING RESULTS  
FOR THIS PROJECT ON MAY 28, 2003



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Brian Shafer, Contract Administrator