

HACSA w. 3.b.

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
04-C-0005 for the Duplex Accessibility Remodel

AGENDA DATE: January 21, 2004

I. MOTION -

IT IS MOVED THAT MALLARD CONSTRUCTION BE AWARDED CONTRACT #04-C-0005 FOR THE DUPLEX ACCESSIBILITY REMODEL AND THAT AN ORDER TO THIS EFFECT BE SIGNED; AND AN AGREEMENT BE EXECUTED IN ACCORDANCE WITH BID DOCUMENTS.

II. ISSUE

Board approval of a contract award for this remodel of both dwellings of an existing duplex for wheelchair accessibility is required.

III. DISCUSSION

A. Background:

Under the FY 2003 Comprehensive Grant Program, the Agency has been authorized to remodel and upgrade two 2-bedroom dwelling units to create "504" fully accessible housing units in an existing duplex. Work includes reconfiguration and total renovation of the interior space to allow for wheelchair use; specialized cabinetry, lowered controls, kitchen appliances, accessible bathroom, etc. for use by disabled individuals.

B. Analysis

A formal bid package was issued by the Agency for the required work. Three were obtained; the lowest responsive base bid of \$136,240.00 was submitted by Mallard Construction.

C. Alternatives/Options

In that the public bidding process was employed, the low bid has no irregularities and 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 Mallard Construction.

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 the second week in January, 2004, and that work would commence soon after.

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 #04-C-0005 FOR THE
)DUPLEX ACCESSIBILITY REMODEL

WHEREAS, at a duly publicized time and place on December 9, 2003, W. Jody Heady of the Housing And Community Services Agency of Lane County, Oregon, opened bids on the following project: Contract #04-C-0005 for the Duplex Accessibility Remodel.

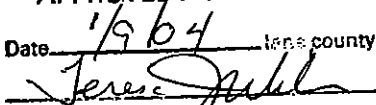
WHEREAS, funds are available to finance the project, and the Housing Division Director having so recommended, NOW, THEREFORE, IT IS HEREBY

ORDERED, MALLARD CONSTRUCTION be awarded the Contract #04-C-0005 for the Duplex Accessibility Remodel and that the agreement be executed by the Executive Director in accordance with the bid documents. The contractor shall present a valid signed contract in the full amount of \$ 136,240.00 and shall satisfactorily complete all work within the specified contract time.

DATED this _____ day of _____

Chairperson
HACSA Board of Commissioners

In the Matter of Accepting a Bid and Awarding Contract #04-C-0005 for the Duplex Accessibility Remodel.

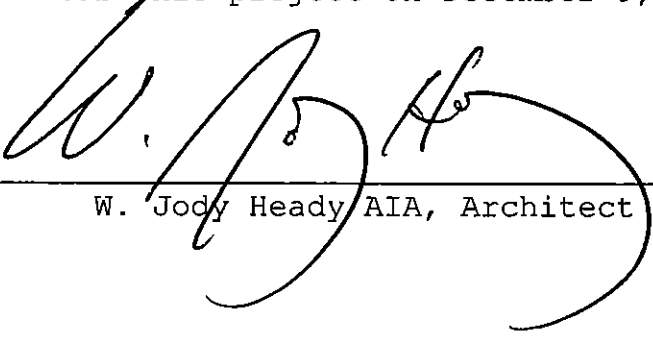
APPROVED AS TO FORM
Date 1/9/04 Lane County

OFFICE OF LEGAL COUNSEL

BID RECAP SHEET

AWARDING CONTRACT #04-C-0005 FOR DUPLEX ACCESSIBILITY REMODEL,
SPRINGFIELD.

<u>Contractor</u>	<u>BID</u>
Mallard Construction and Development	\$ 136,240.00
White Water Construction	\$ 136,500.00
Colberg Commercial	\$ 154,298.00

This is a true and accurate account of the bid opening
results for this project on December 9, 2003.



W. Jody Heady AIA, Architect