

HACSA  
W. 3.a.

## 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 #06-C-0010 for the Laurelwood Re-Construction: Phase Eight.

**AGENDA DATE:** December 14, 2005

### **I. MOTION :**

IT IS MOVED THAT RON KAUFMANN - BUILDER BE AWARDED CONTRACT #06-C-0010 IN THE AMOUNT OF \$278,700 FOR LAURELWOOD RE-CONSTRUCTION: PHASE EIGHT 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 Eight, located in Florence, Oregon.

### **III. DISCUSSION**

#### **A. Background:**

The Agency is planning to accomplish comprehensive modernization of one duplex building (two apartment units) in Florence, Oregon. This project is the eighth phase of modernization of the thirty Agency-owned apartment units at Laurelwood Homes, Florence, Oregon. The exterior work includes demolition, new wood-framed walls, new roof structure and covering, new windows, doors, vinyl siding, gutters and downspouts, drainage, concrete flat work, entries, underground utilities, and site work. The interior work includes demolition, replacement of bath fixtures and vanities, new bath fans, new kitchen cabinets and countertops, new rough and finish

plumbing, new rough and finish electrical work, and new appliances. Additional interior work includes new wall structure, interior doors, closet doors, floor coverings, gyp-board and plaster wall texture, paint, window coverings, new heating system, and firewall improvements. The duplex building (two units) is located at 1331/1333 11th Street, Florence.

B. Analysis

The Agency did extensive outreach to encourage as many bidders a possible for this project. We advertised three times in the Siuslaw News, three times in the Register Guard and twice in the Daily Journal of Commerce which is a statewide paper. In addition, we directly sent invitations to five previous plan holders for this project.

A formal bid process with a bid package was issued by the Agency for the required work. One bid was obtained, and the lowest bidder is responsive and responsible and they have reviewed their bid and confirmed their costs.

We have compared the bid cost in Phase Eight (3 bedroom duplex) to the bid cost in Phase Seven (2 bedroom duplex), and found the square footage cost for Phase Eight is actually lower than Phase Seven.

C. Alternatives/Options

In that the public bidding process was employed, the lowest 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 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 December 27, 2005 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 #06-C-0010 FOR  
)LAURELWOOD RE-CONSTRUCTION:  
)PHASE EIGHT

WHEREAS, at a duly publicized time and place on November 8, 2005, W. Jody Heady of the Housing and Community Services Agency of Lane County, Oregon, opened bids on the following project: Contract #06-C-0010 for Laurelwood Re-Construction: Phase Eight.

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 in the amount of \$278,000 for the Laurelwood Re-Construction: Phase Eight, 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 payment and performance securities and shall satisfactorily complete all work within the specified contract time.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2005

\_\_\_\_\_  
Chairperson  
HACSA Board of Commissioners

APPROVED AS TO FORM

Date 12/6/05 Lane County

Jenna J. Miller  
OFFICE OF LEGAL COUNSEL

**IN THE MATTER OF ACCEPTING A BID AND AWARDING CONTRACT #06-C-0010  
FOR LAURELWOOD RE-CONSTRUCTION: PHASE EIGHT.**



Housing And Community Services Agency of Lane County  
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## **BID RECAP SHEET**

Contract #06-C-0010  
**LAURELWOOD RECONSTRUCTION: PHASE EIGHT**

AWARDING A CONTRACT FOR LAURELWOOD RECONSTRUCTION: PHASE EIGHT, OWNED BY  
THE HOUSING AND COMMUNITY SERVICES AGENCY OF LANE COUNTY.

**CONTRACTOR**

**BID**

**RANK**

Ron Kaufmann: Builder  
Reedsport, Oregon

\$278,700.00

#1

This a true and accurate account of the bid opening results  
for this project on November 8, 2005.

Brian Shafer, Contract Administrator