

**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 #05-C-0002 for the Laurelwood Re-Construction: Phase Six.  
**AGENDA DATE:** November 10, 2004

**I. MOTION :**

IT IS MOVED THAT MALLARD CONSTRUCTION AND DEVELOPMENT, INC. BE AWARDED A CONTRACT #05-C-0002 FOR LAURELWOOD RE-CONSTRUCTION: PHASE SIX 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 Six, 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 sixth 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, construction of new buildings with additional concrete footings, slabs and ramps.

B. Analysis

A formal bid process with a bid package was issued by the Agency for the required work. Plans were placed in various plan centers, and the project was advertised in local papers. Two responsive bids were obtained, and 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 \$195,750 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 and Development, Inc.

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 November 22, 2004 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 #05-C-0002 FOR  
)LAURELWOOD RE-CONSTRUCTION:  
)PHASE SIX.

WHEREAS, at a duly publicized time and place on October 19, 2004, Brian Shafer, Contract Administrator for the Housing And Community Services Agency of Lane County, Oregon, opened bids on the following project: Contract #05-C-0002 for Laurelwood Re-Construction: Phase Six.

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

ORDERED, that Mallard Construction and Development, Inc. be awarded the contract for the Laurelwood Re-Construction: Phase Six, 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 \_\_\_\_\_, 2004

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

**IN THE MATTER OF ACCEPTING A BID AND AWARDING CONTRACT #05-C-0002  
FOR LAURELWOOD RE-CONSTRUCTION: PHASE SIX.**

APPROVED AS TO FORM  
Date 10/28/04 Lane County  
Teresa J. Smith  
OFFICE OF LEGAL COUNSEL



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

Contract #05-C-0002  
LAURELWOOD RECONSTRUCTION: PHASE SIX

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

<u>CONTRACTOR</u>	<u>BID</u>	<u>RANK</u>
Mallard Construction Sweet Home, Oregon	\$195,750.00	#1
Ron Kaufmann Construction Reedsport, Oregon	\$214,400.00	#2

This a true and accurate account of the bid opening results  
for this project on October 19, 2004.

Brian Shafer, Contract Administrator