



Yolo County Housing

Lisa A. Baker, Executive Director

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BOARD OF COMMISSIONERS

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DATE: May 13, 2010
TO: YCH Board of Commissioners
FROM: Lisa A. Baker, Executive Director
PREPARED BY: Fred Ichtertz, Facilities Administrator
SUBJECT: **Authorize Executive Director to Execute a Contract with the Lowest Responsive and Responsible bidder for 2008 and 2009 Capital Fund Improvements at Riverbend Sr. Manors I and II housing complexes at West Sacramento, California.**

RECOMMENDED ACTIONS

That the Board of Commissioners;

1. Authorize the Executive Director to execute a contract with lowest responsive and responsible bidder for 2008 and 2009 Capital Fund Improvements at Riverbend Sr. Manors I and II housing complex at West Sacramento California contingent upon agency's architect and staff's review and recommendation of received bids; and
2. Authorize the Executive Director to bring the contract award before the Board for ratification of the award at a subsequent meeting.

BACKGROUND / DISCUSSION

On June 13, 2008, Yolo County Housing received from the U.S. Department of Urban Development (HUD) its 2008 Capital Funds in the amount of \$1,000,984, and on September 15, 2009, YCH 2009 Capital Funds were released by HUD in the amount of \$995,735. These funds are to be used for YCH public housing operations, management improvements, administration, dwelling and non-dwelling equipment, as well as site and dwelling improvements. The Board has previously approved the five-year Capital Improvement Plan and the annual Capital Improvements Plans for these funds.

2008 Capital Funds have been used for roof replacement, dry rot repair and water system improvements, which included the painting of two 25,000 gallon water tanks and installation of two emergency back-up generators for the water pumping plant at the El Rio Villa housing site in Winters. The balance of the 2008 improvement funds are earmarked for the first phase of site and dwelling improvements at the Riverbend Manor I and II Sr. housing complexes in West Sacramento with second phase money coming from the 2009 Capital fund.

Riverbend Sr. Manor I is a thirty-nine (39) unit complex that was converted from a 1951 elementary school into a senior housing complex in 1984 and Riverbend Manor II is a twenty-four (24) unit senior complex built adjacent to Riverbend Sr. Manor I in 1985.

The planned improvements include;

- New site drainage – Riverbend Sr. Manor I
- Tree removal - Riverbend Sr. Manor I
- Dry rot repair and façade improvements - Riverbend Sr. Manor I
- Repainting of exteriors - Riverbend Sr. Manor I
- Meter enclosure repairs – Riverbend Sr. Manors I and II
- Flash boiler and 200 gallon storage tank replacement at Riverbend Manor I

Due to the most recent YCH construction project (ARRA Grant Window Replacement) which resulted in lower than anticipated bid results because of the current building downturn, preventative measures have been incorporated into the bid documents by means of “Add Alternates” to ensure that additional work can be completed if this condition still persists.

Current “Add Alternates” include;

- Remediate drainage issue at Riverbend Sr. Manor II
- Stucco repair at Riverbend Sr. Manor II
- Mechanical room door replacement at Riverbend Sr. Manor II
- Siding replacement at Riverbend Sr. Manor II
- Painting of exterior and trim at Riverbend Sr. Manor II
- New walkways and porch area further improving site drainage at Riverbend Sr. Manor I
- Landscape improvements around buildings at Riverbend Sr. Manor I
- Rainwater capture system at Riverbend Sr. Manor I

In order to meet the 2008 Capital Fund two (2) year (90%) obligation rule, a contract with the lowest responsive and responsible bidder must be executed before June 12, 2010. To accomplish this task, the agency has expedited the advertisement and bidder period for this project with a bid opening date of June 1, 2010 followed by a one (1) week review period of all received bids with issuance of a Notice of Award and Contract signing to be completed before the June 12, 2010 date.

With this approval, all Capital Funds prior to 2009 will have been obligated and all future grants will be on track with all HUD Obligation and Expenditure requirements.

FISCAL IMPACT

None, total costs of contract are paid through the 2008 and 2009 Capital Fund Program. Failure to obligate funds by the deadline would result in recapture of funds by HUD.

CONCLUSION

Staff recommends the board authorize the Executive Director to execute a contract with lowest responsive and responsible bidder for the 2008 and 2009 Capital Fund Improvements at Riverbend Sr. Manor I and II housing complexes at West Sacramento contingent upon agency’s architect and staff’s review and recommendation of received bids; with the contract brought back to the Board at a subsequent date for ratification.