

**CALL AND NOTICE OF
SPECIAL MEETING
AT 6:45 PM
OF THE
VALLEJO HOUSING AUTHORITY
VIA TELECONFERENCE**

OCTOBER 12, 2021

CHAIR
Robert H. McConnell

MEMBERS:
Rozzana Verder-Aliga, Vice Chair
Cristina Arriola
Hakeem Brown
Pippin Dew
Mina Loera- Diaz
Katy Miessner
HelenMarie "Cookie" Gordon
Margie Verdan

TO THE MEMBERS OF THE VALLEJO HOUSING AUTHORITY:

You are hereby notified that I do hereby call the Vallejo Housing Authority in special session to consider only the matters stated on the agenda listed below.

NOTICE: Due to the current declarations of a state and local emergency and in accordance with Government Code Section 54953(e) and the Governor's Executive Order N-15-21, the City of Vallejo has opted to continue to hold Housing Authority meetings via teleconference. Members of the public may provide public comments during the Housing Authority Meeting via ZOOM:

<https://ZoomRegular.CityofVallejo.net>

Option to join by phone:

Dial (669) 900-6833

Enter Meeting ID: 914 0075 0676#

Press *9 to digitally raise your hand from the phone

For additional instructions on how to speak during public comment, please visit, www.cityofvallejo.net/publiccomment

No other items may be discussed during this special meeting. There will be no public access to City Hall for any City Council meetings until further notice.

1. CALL TO ORDER

2. ROLL CALL

3. CONSENT CALENDAR AND APPROVAL OF AGENDA

A. APPROVAL OF MINUTES

Recommendation: Approve minutes of the September 28, 2021 regular meeting

Contact: Dawn G. Abrahamson, Secretary (707) 648-4527

Dawn.Abrahamson@cityofvallejo.net

B. AWARD CONSTRUCTION CONTRACT FOR THE VALLEJO HOUSING AUTHORITY LOBBY RENOVATION PROJECT

Recommendation: Adopt a Resolution approving the project plans and specifications for the Vallejo Housing Authority (VHA) Lobby Renovation Project, and authorizing the Interim Executive Director to award a construction

¹ Due to the Coronavirus emergency, all Regular Housing Authority meetings will be held via teleconference. Members of the public may provide public comments during the Housing Authority meeting via ZOOM:

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contract in the amount of \$279,000.00 to DMR Builders of Santa Rosa, California, in accordance with the approved plans and specifications.

Contact: Gillian Hayes, Interim Assistant City Manager, (707) 648-4326

Gillian.Hayes@cityofvallejo.net

Chari Barrera, Administrative Analyst II, (707) 553-7204

Chari.Barrera@cityofvallejo.net

4. ACTION CALENDAR

5. ADJOURNMENT

Dated: Tuesday, October 5, 2021

A handwritten signature in blue ink, reading "Dawn G. Abrahamson for".

Robert H. McConnell, Chair

I, Dawn Abrahamson, Secretary, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Vallejo Housing Authority, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 5:00 p.m., Tuesday, October 5, 2021.

Dated: Tuesday, October 5, 2021

A handwritten signature in blue ink, reading "Dawn G. Abrahamson".

Dawn G. Abrahamson, City Clerk

**VALLEJO HOUSING AUTHORITY
REGULAR MEETING MINUTES
VIA TELECONFERENCE**

SEPTEMBER 28, 2021

1. CALL TO ORDER

The meeting was called to order at 6:46 p.m.

2. ROLL CALL

Present: Chair McConnell, Vice Chair Verder-Aliga, Boardmembers Arriola, Brown, Dew, Gordon, and Verdan

Absent: Boardmembers Loera-Diaz and Miessner

Staff present: Interim Executive Director Cardwell, City Attorney Nebb and City Clerk Abrahamson

3. CONSENT CALENDAR AND APPROVAL OF AGENDA

Action: Moved by Vice Chair Verder-Aliga and carried unanimously by members present, unless otherwise noted, approval of the Agenda and the Consent Calendar (Absent: Loera-Diaz and Miessner).

A. APPROVAL OF MINUTES

Recommendation: Approve minutes of the special meeting of August 24, 2021

Contact: Dawn G. Abrahamson, Secretary (707) 648-4527

Dawn.Abrahamson@cityofvallejo.net

Action: Approved minutes.

B. CONSIDERATION OF A RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEJO HOUSING AUTHORITY AMENDING FISCAL YEAR 2021-22 BUDGET

Recommendation: Adopt a Resolution amending the Vallejo Housing Authority (VHA) Fiscal Year (FY) 2021-22 Adopted Budget.

Contact: Gillian Hayes, Interim Assistant City Manager (707) 648-4326

Gillian.Hayes@cityofvallejo.net

Action: Adopted Resolution No. 21-005.

4. ACTION CALENDAR – None.

5. ADJOURNMENT

The meeting adjourned at 6:50 p.m.

ROBERT H. MCCONNELL, CHAIR

ATTEST:

DAWN G. ABRAHAMSON, SECRETARY



DATE: October 12, 2021
TO: Chair and Members of the Vallejo Housing Authority Board
FROM: Gillian Hayes, Interim Assistant City Manager
SUBJECT: **AWARD CONSTRUCTION CONTRACT FOR THE VALLEJO HOUSING AUTHORITY LOBBY RENOVATION PROJECT**

RECOMMENDATION

Adopt a Resolution approving the project plans and specifications for the Vallejo Housing Authority (VHA) Lobby Renovation Project, and authorizing the Interim Executive Director to award a construction contract in the amount of \$279,000.00 to DMR Builders of Santa Rosa, California, in accordance with the approved plans and specifications.

REASONS FOR RECOMMENDATION

The remodel of the Housing Authority building lobby will allow for social distancing to improve services to VHA customers.

BACKGROUND AND DISCUSSION

The VHA received supplemental administrative funding from the U.S. Department of Housing and Urban Development (HUD) through the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act to prevent, prepare for, and respond to COVID-19. Physical improvements to office space to allow for social distancing and enhanced public housing agency operations are eligible expenses.

Plans and Specifications were prepared and completed by TECTONICS Architects/Planners/Engineers under the direction of the City Engineer

On September 2, 2021, the City advertised the project on the City's website and the City's web hosting plan room, PlanetBids.

On September 21, 2021, five (5) sealed bids were opened and publicly read by the City Engineer. The result of the bid for the subject project was as follows:

- | | |
|----------------------------|--------------|
| 1. DMR Builders - | \$279,000.00 |
| 2. OK Construction - | \$294,250.00 |
| 3. Pro-Ex Construction - | \$325,900.00 |
| 4. Pinguelo Construction - | \$338,500.00 |
| 5. CWS Construction Group- | \$411,000.00 |

Staff recommends awarding a construction contract to the lowest responsive and responsible bidder, DMR Builders of Santa Rosa, California, in the amount of \$279,000.00 for the Vallejo Housing Authority Lobby Renovation Project (PWC111). All submitted bid documents appear to be complete, in order, and meeting all bid requirements.

The contract specifies 40 working days and construction is expected to begin in Fall 2021.

**Subject: AWARD CONSTRUCTION CONTRACT FOR THE VALLEJO HOUSING AUTHORITY
LOBBY RENOVATION PROJECT**

FISCAL IMPACT

There is no fiscal impact on the General Fund associated with the approval of this item, as it is being funded through HUD funds and budgeted in FY 21-22.

The appropriated project budget and estimated expenditures are as follows:

FUNDING SOURCE	BUDGET	EXPENDITURES
HUD CARES Act	\$467,900.00	
Design Cost		(\$101,000.00)
Construction		(\$279,000.00)
Construction Contingency		(\$27,900.00)
Construction Management, Inspection & Support		(\$60,000.00)
TOTAL		(\$467,900.00)

ENVIRONMENTAL REVIEW

This action is exempt from the California Environmental Quality Act (CEQA) Pursuant to CEQA Guidelines section 15301 Existing Facilities in that the project is an interior alteration to an existing facility with no proposed expansion or change of use.

ATTACHMENTS

1.	Location Map
2.	Resolution for Awarding of Construction Contract for VHA Lobby Renovation

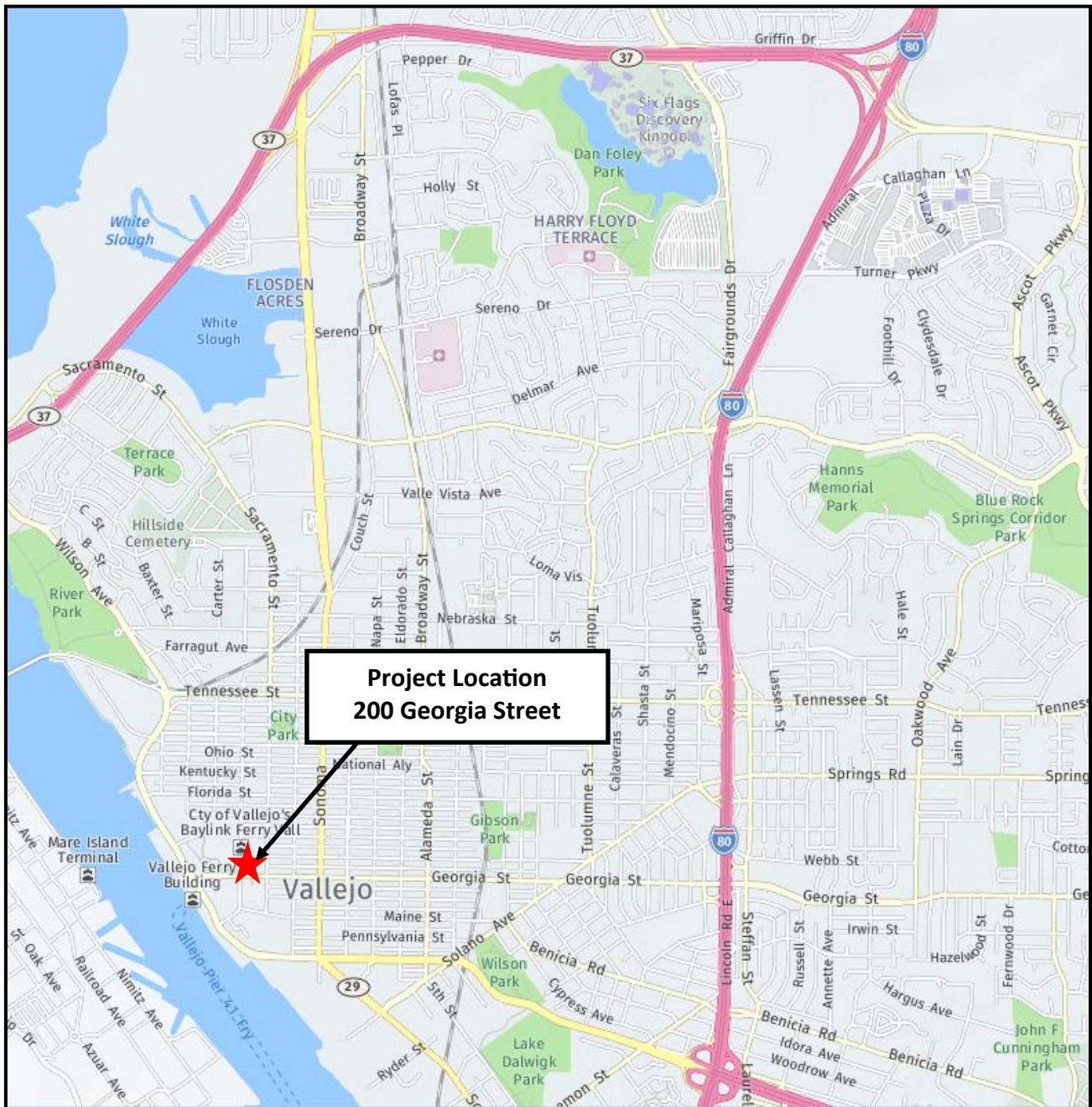
CONTACT

Gillian Hayes, Interim Assistant City Manager, (707) 648-4326

Gillian.Hayes@cityofvallejo.net

Chari Barrera, Administrative Analyst II, (707) 553-7204

Chari.Barrera@cityofvallejo.net



Location Map



**Vallejo Housing Authority
Lobby Renovation
200 Georgia Street**

Location Map

Approved as to form:

By:  _____ for
Veronica A.F. Nebb
City Attorney

RESOLUTION NO. 21- ____ N.C.

A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF VALLEJO AWARDING A CONSTRUCTION CONTRACT FOR THE VALLEJO HOUSING AUTHORITY RENOVATION PROJECT (PWC111) TO DMR BUILDERS CORPORATION

WHEREAS, those certain plans and specifications for the Vallejo Housing Authority Renovation Project ("Project"), prepared under the direction of TECTONICS Architects/Planners/Engineers of Emeryville, California have been presented to the Housing Authority; and

WHEREAS, the Housing Authority caused to be prepared and duly advertised an invitation for bids for the Project; and

WHEREAS, the Housing Authority publicly opened bids on September 21, 2021 and received five (5) bids; and

WHEREAS, DMR Builders Corporation of Santa Rosa, California submitted the apparent lowest responsive and responsible bid of \$279,000 for completion of the Project.

NOW THEREFORE BE IT RESOLVED that the Housing Authority of the City of Vallejo finds that the above recitals are true and correct, and

BE IT FURTHER RESOLVED that the Housing Authority of the City of Vallejo hereby approves and adopts the Plans and Specifications for the Vallejo Housing Authority Lobby Renovation Project (PWC111), and

BE IT FURTHER RESOLVED that the Housing Authority of the City of Vallejo finds and determines that that DMR Builders Corporation of Santa Rosa, California, is the lowest responsive and responsible bidder and is hereby awarded a contract in the amount of \$279,000, and

BE IT FURTHER RESOLVED that all other bids to-wit:

OK Construction	\$294,250.00
Pro-Ex Construction	\$325,900.00
Pinguelo Construction	\$338,500.00
CWS Construction Group	\$411,000.00

are hereby deemed rejected upon the full execution of the contract documents by the successful bidder, with notice of rejection to be given thereupon by the Authority Secretary; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to sign an Agreement between the Vallejo Housing Authority and DMR Builders Corporation of Santa Rosa,

California with any modifications recommended by Authority Counsel, and the Authority Secretary to attest the signing of that Agreement, and

BE IT FURTHER RESOLVED that the Executive Director or designee is hereby authorized to execute future contract change orders not to exceed the remaining appropriated project budget.

Adopted by the Housing Authority of the City of Vallejo at a regular meeting held on _____, 2021 with the following vote:

AYES:

NOES:

ABSENT:

ROBERT H. McCONNELL, CHAIR

ATTEST:

DAWN G. ABRAHAMSON,
AUTHORITY SECRETARY