

T. 4. a. HACSA

## HACSA MEMORANDUM

**TO:** HACSA Board of Commissioners

**FROM:** Brian Shafer, Modernization Coordinator

**AGENDA ITEM:** ORDER/In the Matter of Accepting a Bid and Awarding Contract #11-C-0027 for the Village Oaks Ductless Heat Pumps and Bath Fans

**AGENDA DATE:** March 16, 2011

**I. MOTION :**

IT IS MOVED THAT AUTOMATIC HEAT SERVICE AND INSTALLATION BE AWARDED CONTRACT #11-C-0027 FOR THE VILLAGE OAKS DUCTLESS HEAT PUMPS AND BATH FANS 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 Village Oaks Ductless Heat Pumps and Bath Fans, located in Eugene, Oregon.

**III. DISCUSSION**

A. Background:

Project Addresses:  
3602-3620 West 18<sup>th</sup> Avenue  
Eugene, Oregon

Village Oaks Apartments, a sixty-seven unit, low-rent, multi-family apartment complex, is located at 3602-3620 West 18<sup>th</sup> Avenue, Eugene, Oregon. The complex is comprised of seven (7) two-story and three (3) one-story buildings.

The sixty-seven apartments are currently heated by a mixed combination of electric ceiling heat and wall mounted space heaters. This contract replaces the living space heating systems with electric Energy Star-certified ductless heat pumps (DHP).

In addition to installing sixty-seven ductless heat pumps, the contract includes replacing all existing, original bath exhaust fans with high efficiency, Energy Star-certified bath fans and associated work.

Funding for the ductless heat pumps (DHP) and the bath exhaust fans is being provided through a community partnership between EWEB and the US Department of Energy American Recovery and Reinvestment Act (ARRA). Because of the heating efficiency of the DHP, the estimated annual savings is \$170.00 to \$200.00 for each resident. Over the lifetime of the system, the annual savings to investment ratio (adjusted for fuel cost escalation) is estimated at 1.3.

B. Analysis

A formal bid process with a bid package was issued by the Agency for the required work. Four bids were obtained, and the lowest bidder is 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 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 Automatic Heat Service and Installation.

Automatic Heat Service and Installation will provide a 100% Performance Bond and a 100% Payment Bond for this contract.

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 March 25, 2011 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 AWARDED CONTRACT  
)#11-C-0027 FOR THE VILLAGE OAKS  
)DUCTLESS HEAT PUMPS AND BATH  
)FANS

WHEREAS, at a duly publicized time and place on March 1, 2011, Richard Dannemiller of the Housing and Community Services Agency of Lane County, Oregon, opened bids on the following project: Contract #11-C-0027 for the Village Oaks Ductless Heat Pumps and Bath Fans.

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

ORDERED, that Automatic Heat Service and Installation be awarded the contract for the Village Oaks Ductless Heat Pumps and Bath Fans, 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 \_\_\_\_\_, 2011

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

**IN THE MATTER OF ACCEPTING A BID AND AWARDED CONTRACT  
#11-C-0027 FOR THE VILLAGE OAKS DUCTLESS HEAT PUMPS AND BATH  
FANS**



Housing And Community Services Agency of Lane County  
300 West Fairview Drive, Springfield, OR 97477



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## BID RECAP SHEET

Contract #11-C-0027

### Village Oaks Ductless Heat Pumps and Bath Fans

AWARDING A CONTRACT FOR VILLAGE OAKS DUCTLESS HEAT PUMPS  
AND BATH FANS OWNED BY THE HOUSING AND COMMUNITY SERVICES  
AGENCY OF LANE COUNTY

<u>CONTRACTOR</u>	<u>BID</u>	<u>RANK</u>
Automatic Heat Service & Installation Eugene, Oregon	\$239,000.00	# 1
Preferred Construction, Inc. Springfield, Oregon	\$284,600.00	# 2
Robert Lloyd Sheet Metal, Inc. Independence, Oregon	\$298,000.00	# 3
HCH Mechanical, Inc. Eugene, Oregon	\$343,000.00	# 4

This is a true and accurate account of the bid opening results  
for this project on March 1, 2011.

Richard Dannemiller, Contract Administrator