



TACOMA HOUSING AUTHORITY

RESOLUTION 2013-11-20 (1)

Date: November 20, 2013
To: THA Board of Commissioners
From: Michael Mirra
Executive Director
Re: General Contractor Selection for Prairie Oaks

Background

On October 3, 2013 THA issued an Invitation to Bid (ITB) for a general contractor to construct the Prairie Oaks project in Lakewood that THA is developing with LASA. This project is a 15 unit permanent supportive housing project for homeless families and a new office and client service center for LASA.

The ITB was posted on the Blue Book, the Washington Electronic Business Solutions, and THA's websites, as well as the Tacoma News Tribune and the Puyallup Herald.

A pre-bid conference was held on October 9, 2013. The Project Manager reviewed the scope of work and the bidding process at the conference. Six (6) firms attended the conference. Questions were answered via one Addendum.

Four (4) responsive proposals were submitted by the deadline, October 23, 2013. One bid came in late and was deemed non-responsive. At the bid opening, CDK appeared to be the low bidder. Upon further review the base bid amount submitted by Pavilion Construction did not match the sub-total on the bid breakdown page. THA requested clarification from the bidder, Pavilion Construction. Written confirmation from the company's president, Brian Gerritz, verifies that the base bid amount was \$3,343,223 and a clerical error was made on page 4 of the bid form when they incorrectly entered the bid price amount including taxes (\$3,657,486). The bid form indicated that the amount was to be without taxes.

Per THA's Procurement Policy Paragraph 8.7.6 Mistakes in Bids, "(b) THA may, in its sole discretion, permit a bidder to correct a bid after a bid opening only if the bidder can show by clear and convincing evidence that (i) a mistake was made, (ii) what the nature of the mistake was; and (iii) the bid price actually intended."

Therefore, the low bidder for the Prairie Oaks project is now Pavilion Construction NW in the amount of \$3,343,223, before taxes. Staff recommends awarding the contract to Pavilion Construction.

In compliance with THA's Procurement Policy Paragraph 8.7.6 Mistakes in Bids, "(d) All decisions to allow correction or withdrawal of bid mistakes shall be supported by a written



TACOMA HOUSING AUTHORITY

RESOLUTION 2013-11-20 (1) General Contractor Selection for Prairie Oaks

A RESOLUTION of the Board of Commissioners of the Housing Authority of the City of Tacoma

Whereas, On October 3, 2013 THA issued an Invitation to Bid (ITB) for construction of Prairie Oaks a 15-unit permanent supportive housing project for the homeless and new office and client service center for LASA located at 8954-60 Gravelly Lake Drive SW, Lakewood;

Whereas, The ITB was posted in the Blue Book, Washington Electronic Business Solutions and on THA's website and The Tacoma News Tribune and Puyallup Herald;

Whereas, Four firms (4) submitted responsible and responsive bids by the deadline of October 23, 2013;

The bid results from lowest to highest bid are as follows:

Company	Base Bid	Deductive Bid Alt. #1	Deductive Bid Alt. #2	Deductive Bid Alt. #3	Deductive Bid Alt. #4	Responsive-Responsible Y / N
Pavilion Construction NW	\$3,343,223	\$36,000	\$14,000	\$7,000	\$1,800	Y
CDK	\$3,372,000	\$130,900	\$22,650	\$11,650	\$3,050	Y
Neely Construction	\$3,785,000	\$125,000	\$15,000	\$12,000	\$3,000	Y
Washington Patriot Construction	\$3,850,000	\$162,000	\$27,311	\$6,011	\$3,072	Y

Whereas, Staff determined the lowest responsive and responsible bidder is Pavilion Construction NW.;

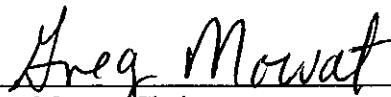
Whereas, Total financing for the work is from a variety of funding sources including WA State Housing Trust Fund, HOME, 2163 and THA for the housing portion and CDBG, 2163 and Section 108 for the office/client service center;

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:

The Executive Director is authorized to negotiate and award a Construction Contract for Prairie

Oaks in the bid amount of \$3,343,223 with a not to exceed amount of \$3,927,491 including contingency and sales tax on materials to Pavilion Construction NW.

Approved: November 20, 2013



Greg Mowat, Chairman

CERTIFICATE

I, the undersigned, the duly chosen, qualified and acting Executive Director of the Housing Authority of the City of Tacoma (the "Authority") and keeper of the records of the Authority, CERTIFY:

1. That the attached Resolution No. 2013-11-20(1) (the "Resolution") is a true and correct copy of the resolution of the Board of Commissioners of the Authority as adopted at a meeting of the Authority held on the 20th day of November, 2013, and duly recorded in the minute books of the Authority.

2. That such meeting was duly convened and held in all respects in accordance with law, and, to the extent required by law, due and proper notice of such meeting was given; that a quorum was present throughout the meeting and a majority of the members of the Board of Commissioners of the Authority present at the meeting voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed, and that I am authorized to execute this Certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this 20th day of November , 2013.

Michael Mirra

Michael Mirra Executive Director of the Authority