



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS MEETING MINUTES SPECIAL SESSION TUESDAY, March 13, 2012

The Commissioners of the Housing Authority of the City of Tacoma met in Study Session at 902 South L Street, Tacoma, WA at 3:00 PM on Tuesday, March 13, 2012.

1. CALL TO ORDER

Vice Chair Mowat called the meeting of the Board of Commissioners of the Housing Authority of the City of Tacoma (THA) to order at 3:03 PM.

2. ROLL CALL

Upon roll call, those present and absent were as follows

PRESENT	ABSENT
---------	--------

Commissioners

Janis Flauding, Chair (participated by phone)

Greg Mowat, Vice Chair

Ken Miller, Commissioner (participated by phone)

Arthur Banks, Commissioner

Stanley Rumbaugh, Commissioner (participated by phone)

Staff

Michael Mirra, Executive Director

Christine Wilson, Executive Administrator

Walter Zisette, RED Director

Ken Shalik, Finance Director

Vice Chair Mowat declared there was a quorum present at 3:04 PM.

3. NEW BUSINESS

3.1 THA RESOLUTION 2012-3-13 (1), 902 S L STREET ADMINISTRATION BUILDING 1ST FLOOR TENANT IMPROVEMENTS

Whereas, The Housing Authority of the City of Tacoma (the "Authority") solicited bids 902 South L Street Administration Building 1st Floor Tenant Improvements.

Whereas, The timely advertisements for bids were placed in the following publications, websites and dates; the Tacoma Small Business Incubator on February 15, 2012; the WEBS government projects website on February 15, 2012; bid documents were provided to 13 plan centers, and the Blue Book website on February 15, 2012.

Whereas, Twenty nine (29) companies received the bid package, five (5) bidders turned in bids;

Whereas, Bids were received in the following amounts from lowest to highest bid;

Contractor Name	Bid Amount	Deductive Alternate #1	Deductive Alternate #2	Deductive Alternate #3	Deductive Alternate #4	RESPONSIVE BID
Shinstine Associates, LLC	\$285,000.00	\$6,000.00	\$2,800.00	\$4,000.00	\$14,300.00	Yes
TEC Construction	\$290,000.00	\$6,000.00	\$1,780.00	\$6,200.00	\$14,300.00	Yes
Reynaldo Renders Construction, LLC	\$301,000.00	\$5,500.00	\$1,182.00	\$12,866.00	\$8,594.00	Yes
MAD Construction LLC	\$311,250.00	\$2,700.00	\$1,650.00	\$8,900.00	\$14,130.00	Yes
WestCoast Contracting, Inc.	\$344,020.00	\$6,000.00	\$1,800.00	\$1,000.00	\$11,374.00	Yes

Whereas, Staff determined that the lowest responsive and responsible bidder is Shinstine and Associates; and

Whereas, Total financing for the work is from Moving to Work Funds;

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

1. The Executive Director is authorized to negotiate and execute Contract Number WA: 5-ADMIN BLDG-MTW-02-12 for tenant improvements at 902 South L Street building first floor tenant improvements with Shinstine/Associates LLC in compliance with all bid documentation requirements in the amount of \$285,000.00. If those negotiations are not successful, he is authorized to negotiate and execute a contract with the next lowest bidders in turn.

Upon roll call, the vote was as follows:

AYES: 4
NAYS: None
Abstain: None
Absent: 1

Motion approved.

Approved: March 13, 2012

Janis Flauding, Chair

4. ADJOURNMENT

There being no further business to conduct, Commissioner Miller moved to adjourn, and Commissioner Rumbaugh seconded the motion. Meeting adjourned at 3:07 PM.

APPROVED AS CORRECT

Adopted: March 13, 2012

Janis Flauding

for Janis Flauding, Chair