

FORM APPROVED COUNTY COUNSEL  
 BY: MARSHAL L. VICTOR  
 DATE: 7/13/09

Departmental Concurrence

**SUBMITTAL TO THE BOARD OF COMMISSIONERS OF THE  
 HOUSING AUTHORITY  
 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

715  
A



**FROM:** Housing Authority of the County of Riverside

**SUBMITTAL DATE:**  
 July 8, 2009

**SUBJECT:** Pre-qualified List of Neighborhood Stabilization Program Contractors

**RECOMMENDED MOTION:** That the Board of Commissioners:

1. Approve the selection of the listed general contractors for use on an as needed basis for the Housing Authority's Neighborhood Stabilization Program construction rehabilitation projects;
2. Approve the attached Contractor Participation Agreement;
3. Authorize the Chairman of the Board to sign the attached Contractor Participation Agreement with each contractor; and
4. Authorize the Executive Director or designee to take all necessary steps to implement this Agreement, including, but not limited to, signing subsequent necessary and relevant documents.

**BACKGROUND:** The Housing Authority will be acquiring foreclosed single-family homes that are in need of rehabilitation through the use of Neighborhood Stabilization Program (NSP) funds.

Continued

*Robert Field*

Robert Field  
 Executive Director

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ N/A	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ N/A	Budget Adjustment:	No
	Annual Net County Cost:	\$ N/A	For Fiscal Year:	2009/2010

<b>SOURCE OF FUNDS:</b> Neighborhood Stabilization Funds	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/6 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:**

APPROVE

BY: *Jennifer Sargent*  
 Jennifer Sargent

**County Executive Office Signature**

Policy  
 Policy  
 Consent  
 Consent  
 Dept't Recomm.:  
 Per Exec. Ofc.:

2009 JUL 12 11:55

**Prev. Agn. Ref.:**

**District:** All

**Agenda Number:**

ATTACHMENTS FILED  
 WITH THE CLERK OF THE BOARD

10.3

**BACKGROUND** (Continued):

Once rehabilitated, these homes will be sold to qualified first-time homebuyers.

On April 20, 2009 the Housing Authority prepared and published a Request For Qualifications (RFQ) to develop a limited number of licensed general contractors to perform various rehabilitation services on an as-needed basis for the NSP Program. A total of 43 general contractors responded to the RFQ, and based on the evaluation of the general contractors submittals, the Housing Authority pre-qualified ten contractors for the east side of the County, and ten contractors for the west side of the County, see attached Exhibit A.

The pre-qualified list of general contractors will enable the Housing Authority to respond quickly to the needs of the NSP Program and will accelerate the delivery of services. The Housing Authority will prepare a scope of work for each house and solicit bids through the selected pre-qualified general contractors list. The Housing Authority will follow a competitive bidding process in accordance with the procurement policy 24 CFR Part 85. It is anticipated that the cost of the work required for each house will be in the range of \$5,000 to \$25,000.

The pre-qualified general contractors will be required to sign and agree to the terms of the Contractor Participation Agreement prior to the issuance of any Work Order or Notice to Proceed, see attached Exhibit B.

Staff recommends that the Board approve the attached list (Exhibit A) of pre-qualified general contractors and authorize the Chairman of the Board to sign the Contractor Participation Agreement with each qualified contractor. County Counsel has reviewed and approved as to form the attached list of pre-qualified general contractors and Contractor Participation Agreement.