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

FROM: Housing Authority

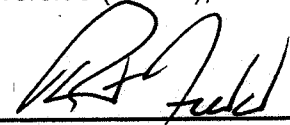
SUBMITTAL DATE:
February 13, 2013

SUBJECT: Heating, Ventilation and Air Conditioning Removal and Installation Project at Gloria Crossing Apartments

RECOMMENDED MOTION: The Board of Commissioners:

1. Accept and award the construction contract to the lowest responsive and responsible bidder, D. Webb, Inc., in the amount of \$157,908 for removal and installation of 32 HVAC units at Gloria Crossing Apartments;
2. Authorize the Chairman of the Board of Commissioners to sign the contract documents on behalf of the Housing Authority of the County of Riverside (HACR);

(Continued)



 Robert Field
 Executive Director

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 173,698	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2012/13

COMPANION ITEM ON BOARD OF SUPERVISORS AGENDA: No

SOURCE OF FUNDS: Department of Housing and Urban Development (HUD), Capital Fund Program	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

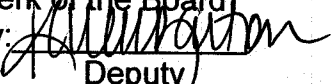
APPROVE
 BY: 
 Jennifer L. Sargent



County Executive Office Signature

MINUTES OF THE HOUSING AUTHORITY BOARD OF COMMISSIONERS

On motion of Commissioner Tavaglione, seconded by Commissioner Jeffries and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Benoit and Ashley
Nays: None
Absent: Stone
Date: February 26, 2013
xc: Housing Authority, Auditor

Kecia Harper-Ihem
 Clerk of the Board
 By: 
 Deputy

FISCAL PROCEEDURES APPROVED
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER
 BY:  2/13/13
 SAMUEL WONG
 Departmental Conference
 DATE: 2/13/13
 Departmental Conference
 FORM APPROVED COUNTY COUNSEL
 BY:  MARSHAL VICTOR

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

Prev. Agn. Ref.: | District: 5/5 | Agenda Number: **10-1**

ATTACHMENTS FILED WITH THE CLERK OF THE BOARD

RECOMMENDED MOTION: (Continued)

3. Approve the total project budget of \$173,698;
4. Authorize the Executive Director, or designee, to administer the contract.

BACKGROUND:

The Housing Authority of the County of Riverside (HACR) advertised an Invitation for Bids for the removal and installation of 32 Heating, Ventilation and Air Conditioning (HVAC) units at Gloria Crossing Apartments located at 25110 Gloria Street, Moreno Valley, CA 92553. The Energy Star rated units will assist in saving energy, resources, and continue the modernization of the Gloria Crossing Apartments.

The HACR advertised an Invitation for Bids (IFB) with a closing date of January 16, 2013. The Housing Authority received and opened eight bids. D. Webb, Inc. was the lowest bidder that responded to the solicitation. County Counsel and staff reviewed the submitted bid documents and determined that D. Webb, Inc. was the lowest responsive and responsible bidder.

HACR staff recommends that the Board of Commissioners approve and award the construction contract between the HACR and D. Webb Incorporated in the amount of \$157,908 and approve the project budget as follows:

Construction Contract	\$ 157,908
Contingency (10%)	\$ 15,790
Total:	\$ 173,698

County Counsel has reviewed and approved as to form the attached contract.

FINANCIAL DATA:

The funding source for this activity is from the Housing & Urban Development (HUD) Capital Fund Program and does not involve the use of County General Funds.

Attachments:

1. Performance Bond
2. Payment Bond
3. Certificate of Insurance
4. Construction Contract

1 reference and are made a part of this Construction Contract as if fully set forth herein. The
2 Contract Documents consist of the following component parts:

- 3 1) Invitation for Bid (IFB No. 2012-007)
- 4 2) Davis-Bacon Prevailing Wage Decision No.: CA130028 Modification No. 1
5 01/11/2013
- 6 3) General Conditions of the Contract (HUD-5370)
- 7 4) Special Conditions
- 8 5) This Construction Contract
- 9 6) Drawings/Photographs (if applicable)
- 10 7) Specifications /Scope of Work
- 11 8) Section 3 Certification

12 ARTICLE 2

13 STATEMENT OF WORK

14 2.1 Scope of Services

15 CONTRACTOR shall furnish all labor, material, equipment and services and perform and
16 complete all WORK required for the project identified as the **HVAC Removal and**
17 **Installation Project at Gloria Crossing Apartments as described in Exhibit "A,"** for the
18 AUTHORITY. CONTRACTOR shall perform all services Monday - Friday, 7:30 a.m. to 5:30
19 p.m.

- 20 i. The full scope of WORK is more particularly described on the approved plans and
21 specifications in Exhibit "A," attached hereto and incorporated by this reference.
- 22 ii. All such WORK shall be in strict accordance with the specifications and addenda
23 thereto and the drawings included therein, all as prepared by the AUTHORITY,
24 which said specifications and drawings are incorporated herein by reference and
25 made a part hereof.

26 2.2 Data provided in the specifications and drawings are believed to actually depict the
27 conditions to be encountered by the CONTRACTOR, but the AUTHORITY does not
28 guarantee such data as being all-inclusive or complete in any respect. Nothing contained

1 herein shall relieve CONTRACTOR from making any and all investigations he/she may deem
2 necessary to apprise him/herself of the WORK. CONTRACTOR hereby accepts the location
3 of the PROJECT in an "as is" condition and herein warrants that all such investigations have
4 been performed by him/her, and hereby expressly waives any and all rights under this
5 Construction Contract, or in law, to additional compensation and/or time adjustments for
6 alleged unknown subsurface and/or latent conditions.

7 **ARTICLE 3**

8 **TIME OF COMMENCEMENT AND COMPLETION**

9 3.1 The WORK to be performed under this Construction Contract shall commence within
10 ten (10) days after a Notice to Proceed is received by the CONTRACTOR, or on the date
11 specified in the Notice, whichever is later, and shall be completed within **thirty (30) calendar**
12 **days** following the date of said Notice to Proceed.

13 3.2 Liquidated Damages

14 a. If the CONTRACTOR fails to complete the WORK within the time specified in
15 the Contract, or any extension, as specified in the clause entitled Default of this Contract, the
16 CONTRACTOR shall pay to the AUTHORITY as liquidated damages, the sum of **Three**
17 **Hundred and 00/100 Dollars (\$300.00)** for each day of delay. If different completion dates
18 are specified in the contract for separate parts or stages of the WORK, the amount of liquidated
19 damages shall be assessed on those parts or stages which are delayed. To the extent that the
20 CONTRACTOR's delay or nonperformance is excused under another clause in this Contract,
21 liquidated damages shall not be due the AUTHORITY. The CONTRACTOR remains liable for
22 damages caused other than by delay.

23 b. If the AUTHORITY terminates the CONTRACTOR's right to proceed, the
24 resulting damage will consist of liquidated damages until such reasonable time as may be
25 required for final completion of the WORK together with any increased costs occasioned the
26 AUTHORITY in completing the WORK.

1 c. If the AUTHORITY does not terminate the CONTRACTOR's right to proceed,
2 the resulting damage will consist of liquidated damages until the WORK is completed or
3 accepted.

4 **ARTICLE 4**

5 **CONTRACT SUM**

6 4.1 The AUTHORITY shall pay the CONTRACTOR for the performance of the Contract,
7 subject to the additions and deductions by Change Order(s) as provided in the Contract
8 Documents, in current funds, the sum **One Hundred Fifty Seven Thousand Nine Hundred**
9 **Eight and 00/100 Dollars (\$157,908).**

10 a. All Contracts for construction, alteration, repair and painting, in excess of \$2,000,
11 in which federal funds are used, shall be subject to Davis-Bacon prevailing wage laws.
12 CONTRACTOR represents and warrants that he/she shall pay his/her employees and all
13 individuals performing work, not less than the prescribed prevailing wage rate by the U.S.
14 Department of Labor or the California State Department of Industrial Relations, whichever is
15 higher. Prevailing wage rates are amended from time to time, and the most current wage
16 decision is always available from the AUTHORITY. CONTRACTOR shall abide by the
17 Federal Labor Standards Provisions (HUD-5370).

18 4.2 The Contract Sum set forth herein includes the payment by CONTRACTOR of all sales
19 and use taxes required by any local codes, or any law existing or which may hereafter be
20 adopted by federal, state or governmental authority, taxing the materials, services required or
21 labor furnished, and of any other tax levied by reason of the WORK to be performed
22 hereunder.

23 4.3 The Contract Sum is not subject to escalation, the CONTRACTOR having satisfied
24 himself/herself with said Contract Price which includes all labor and material increases
25 anticipated throughout the duration of this Construction Contract.

26 **ARTICLE 5**

27 **PROGRESS PAYMENTS**

1 5.1 Based upon Applications for Payment submitted by the CONTRACTOR to the
2 AUTHORITY, and certificates for payment issued by the CONTRACTOR, the AUTHORITY
3 shall make progress payments on account of the Contract Sum to the CONTRACTOR, as
4 provided in the General Conditions of the Construction Contract.

5 5.2 Approved applications for progress payment will be paid by the 30th day of each
6 month, provided that application for payment has been submitted to the AUTHORITY on or
7 before the first working day of the month.

8 ARTICLE 6

9 INDEMNIFICATION AND HOLD HARMLESS

10 6.1 CONTRACTOR shall indemnify and hold harmless the AUTHORITY, County of
11 Riverside, its Agencies, Districts, Special Districts and Departments, their respective directors,
12 officers, Board of Supervisors, elected and appointed officials, employees, agents and
13 representatives (individually and collectively hereinafter referred to as Indemnitees) from any
14 liability whatsoever, based or asserted upon any services of CONTRACTOR, its officers,
15 employees, subcontractors, agents or representatives arising out of or in any way relating to this
16 Contract, including but not limited to property damage, bodily injury, or death or any other
17 element of any kind or nature whatsoever arising from the performance of CONTRACTOR, its
18 officers, employees, subcontractors, agents or representatives Indemnitors from this Contract.
19 CONTRACTOR shall defend at its sole expense, all costs and fees including, but not limited to,
20 attorney fees, cost of investigation, defense and settlements or awards, the Indemnitees in any
21 claim or action based upon such alleged acts or omissions.

22 6.2 With respect to any action or claim subject to indemnification herein by
23 CONTRACTOR, CONTRACTOR shall, at their sole cost, have the right to use counsel of their
24 own choice and shall have the right to adjust, settle, or compromise any such action or claim
25 without the prior consent of AUTHORITY; provided, however, that any such adjustment,
26 settlement or compromise in no manner whatsoever limits or circumscribes CONTRACTOR'S
27 indemnification to Indemnitees as set forth herein.

28 6.3 CONTRACTOR'S obligation hereunder shall be satisfied when CONTRACTOR has

1 provided AUTHORITY the appropriate form of dismissal relieving AUTHORITY from any
2 liability for the action or claim involved.

3 6.4 The specified insurance limits required in this Contract shall in no way limit or
4 circumscribe CONTRACTOR'S obligations to indemnify and hold harmless the Indemnitees
5 herein from third party claims.

6 6.5 In the event there is conflict between this clause and California Civil Code Section 2782,
7 this clause shall be interpreted to comply with Civil Code 2782. Such interpretation shall not
8 relieve the CONTRACTOR from indemnifying the Indemnitees to the fullest extent allowed by
9 law.

10 ARTICLE 7

11 PROJECT CLOSEOUT

12 7.1 Prior to completion of the PROJECT, the AUTHORITY shall receive a certificate from
13 the CONTRACTOR that such portion of the PROJECT is ready for use and shall cause a
14 Notice of Completion to be issued. A Notice of Completion shall be issued only when the
15 WORK, including all phases thereof, is finally completed, and all requirements of this contract
16 have been satisfied. The AUTHORITY shall cause the Notice of Completion to be recorded in
17 the office of the County Recorder.

18 7.2 After recordation of the Notice of Completion, and expiration of the thirty (30) days
19 period for filing of stop notices, the AUTHORITY shall settle all claims and disputes, notify
20 the CONTRACTOR of final acceptance of the PROJECT and make the final 5% retention
21 payment, less any amounts which the AUTHORITY is entitled to receive from the
22 CONTRACTOR under the terms of this Construction Contract, including liquidated damages.

23 7.3 In addition to all other requirements, a Notice of Completion shall be issued only when
24 the AUTHORITY has received the following:

- 25 a. A Certificate of Completion, executed by the AUTHORITY.
- 26 b. All guarantees and warranties issued by the manufacturers or installers of
27 appliances or other component parts of the project. CONTRACTOR guarantees
28 that the equipment, materials, and workmanship, not otherwise covered by a

1 Upon termination, the AUTHORITY may take possession of the PROJECT and all materials,
2 equipment, tools, and construction equipment and machinery owned by the CONTRACTOR
3 and located at the PROJECT Site and may finish the PROJECT by whatever method it may
4 deem expedient. In such case, the CONTRACTOR shall not be entitled to receive any further
5 payment under this Contract.

6 8.4 The AUTHORITY shall not be deemed to have waived any of its other rights of
7 remedies against the CONTRACTOR by exercising its right of termination under this section.

8 8.5 Any action at law or in equity brought by either of the parties hereto for the purpose of
9 enforcing a right or rights provided for by this Contract shall be tried in a court of competent
10 jurisdiction in the County of Riverside, State of California, and the parties hereby waive all
11 provisions of law providing for a change of venue in such proceedings to any other county.

12 ARTICLE 9

13 MISCELLANEOUS PROVISIONS

14 9.1 CONTRACTOR shall give all notices and comply with all laws, rules, regulations,
15 ordinances and orders of any governmental entity relating to the WORK. Should
16 CONTRACTOR become aware that any provisions of the Construction Contract is at variance
17 with any such rule, law, regulation, ordinance or order, he/she shall promptly give notice in
18 writing to the AUTHORITY of such variance.

19 9.2 It is hereby declared to be the intention of the parties that the sections, paragraphs,
20 sentences, clauses and phrases of this Contract are severable, and if any phrase, clause,
21 sentence, paragraph or section of this Contract shall be declared unconstitutional, invalid or
22 unenforceable by the valid judgment or decree of a court of competent jurisdiction, such
23 unconstitutionality, invalidity or unenforceability shall not affect any of the remaining clauses,
24 sentences, paragraphs and sections of this Contract.

25 9.3 In the event of any conflict between this Construction Contract and provisions of the
26 General Conditions of the Contract, the provisions in the Construction Contract shall govern.
27 In case of difference between the Technical Specifications and the Drawings, the Technical
28 Specifications shall govern. In case of any difference between the Special Conditions and

1 other provisions of the Construction Contract, or the Contract Documents, the provisions of the
2 Special Conditions shall govern. In the event of difference between the Contract or General
3 Conditions or Special Conditions or Technical Specifications or General Requirements, the
4 former documents shall govern.

5 9.4 The persons executing this Contract on behalf of the parties warrant and represent that
6 they have the authority to execute this Contract on behalf of each respective party and further
7 warrant and represent that they have the authority to bind each respective party to the
8 performance of its obligation hereunder.

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17 (Signatures on next page)

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4 **IN WITNESS WHEREOF**, the parties hereto have caused their duly authorized
5 representatives to execute this Construction Contract this 26th day of February, 2013.

6 (to be filled in by Clerk of the Board)

7

8

9 **Housing Authority of the County of Riverside Contractor**

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John J. Benoit
John J. Benoit, Chairman
Board of Commissioners

David Webb
By: David Webb
Its: President
License # 794667

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Attest:
Kecia Harper-Ihem
Clerk of the Board

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Kennington
Deputy

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Approved As To Form:
Pamela J. Walls
County Counsel

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Marsha Victor 2/7/13
Marsha Victor, Deputy County Counsel

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Exhibit "A"
Scope of Work

2.1 PUBLIC HOUSING DEVELOPMENT SITE LOCATION:

Item #	Public Housing Developments - Site Addresses
1	Gloria Crossing Apartments 25110 Gloria Street Moreno Valley, CA 92553

2.11 The project is located in the City of Moreno Valley.

2.2 Construction Drawings/Plans: Each bid shall be in accordance with the plans, specifications and other Contract Documents. The documents can be purchased and downloaded at www.missionreproplanroom.com or by calling Mission Reprographics at (951) 686-8828. There will be a non-refundable charge per set. Bidders requesting that sets be mailed or shipped to them will be charged the full cost of shipping. Please make checks payable to Mission Reprographics, not the HACR.

2.3 Remove all roof mounted dual package air conditioners (a/c), supports, and associated hardware – 32 units to be replaced on 14 buildings. 4 buildings are 2-story townhouses (904 sq. ft.) with 2 units of the two townhouses consist of an attached single-story handicap unit (864 sq. ft.).

1 **2.4** Remove all A/C ductwork in attic spaces in all of the 32 units. Contractor to leave intact
2 the ceiling to attic adapter (supply box) in each room and reattach new duct and air supply
3 registers to the existing supply box.
4

5 **2.5** Install one (1) - 3 ton, four (4) – 2 ½ ton, and twenty-seven (27) - 2 ton, roof mounted
6 dual package/gas heater/air conditioner -14 seer rated “energy star” criteria using R-410A
7 refrigerant. The total number of units is thirty-two (32).
8

9 **2.6** An adjustable pitched roof curb will be required for support of unit to allow for unit to be
10 level from pitch of roof. All roof jacks, curbs, or any other roof penetration is to be properly
11 sealed with appropriate roofing materials. Roof curb will be mounted over existing Plenum
12 opening and supported by blocking if necessary. Existing Plenum to be cut back so supply and
13 return air ducts can be reversed to accept new units supply and return air ducting by use of
14 appropriate flex duct material were needed.

15 Note: On address 25033 and 25035 units are mounted behind building in a fenced in area on the
16 ground. All others are roof mounted.
17

18 **2.7** Provide and install all appropriate sized insulated type a/c ducting with the exception of
19 metal ducting that penetrates between first and second floor levels that is permanently installed.
20

21 **2.8** Provide appropriate sized 3 to 4 way louver adjustable blade supply air registers to all
22 rooms in each apartment unit (living areas).
23

24 **2.9** Install new return air register grill and filter in its existing location.
25

26 **2.10** All units will have a new 7- day programmable thermostat installed at a location closes to
27 the return air duct.
28

1 **2.11** Replace electrical power disconnects and gas shut off valves that are located at unit.
2 Replace all flexible gas supply lines to heater.

3
4 **2.12** All units have an electrical sub panel located inside the unit on the first floor where
5 power is supplied to roof A/C unit. Install appropriate size circuit breaker to serve A/C unit and
6 wiring if necessary.

7
8 **2.13** Unit condensate line to be attached to existing PVC pipe drain in which is connected to
9 roof sewer vent pipe from bathroom located in attic space if available.

10
11 **2.14** Contractor to field verify all sizes of units (Btu rating) and dimensions to install the
12 lightest unit in weight (not to exceed 450 lbs.) and physical size to maintain a lowest profile
13 possible and provide unit manufacturer with data sheet specifications with all equipment
14 submittals.

15
16 **2.15** Contractor equipment storage maybe arranged with HACR.

17
18 **2.16** Contractor to provide Home Energy Rating System (HERS) Program Testing by third
19 party not associated with the contractor. This is required by our HACR whether needed by state
20 requirements or not.

21
22 **2.17** Contractor to dispose of all discarded materials off-site daily. HACR refuse containers
23 will not be allowed to be used for disposal of contractors waste.

24
25 **2.18** Interpretation of the Documents: Discrepancies in and omissions from the plans,
26 specifications or other contract documents, or questions as to their meaning shall, at once, be
27 brought to the attention of the HACR. Any interpretation of the documents will be made only by
28 addenda duly issued and a copy of such addenda will be mailed or delivered to each person or

1 firm receiving a set of such documents. The HACR will not be responsible for any other
2 explanations or interpretations. Should anything in the scope of the work or any of the sections
3 of the specifications be of such nature as to be apt to cause disputes between the various trades
4 involved, such information shall be promptly called to the attention of the HACR.

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