

**CITY OF ALAMOGORDO, NEW MEXICO
HOUSING AUTHORITY BOARD
SPECIAL MEETING MINUTES
6:45 P.M., COMMISSION CHAMBERS
TUESDAY, JUNE 13, 2006**

**CHAIRMAN DON CARROLL
VICE CHAIRMAN RON GRIGGS
MEMBER INEZ MONCADA
MEMBER ED COLE
MEMBER MARION LEDFORD**

**MEMBER CHRIS LUJAN
MEMBER STEVE BROCKETT
MEMBER ANDY ANDREWS
CITY MANAGER PAT McCOURT
INTERIM CITY ATTORNEY REBECCA EHLER
SECRETARY RENEE CANTIN**

Call Meeting to Order and Roll Call.

The meeting was called to order at 6:45 p.m., and Chairman Carroll introduced the newest member, Andy Andrews, who replaced Eugene Everett on the Board as the Housing Authority representative.

1. Minutes of April 11, 2006 Special "Annual" Meeting.

Recommendation: Approve the minutes.

Member Cole moved to approve the minutes. Seconded by Vice Chairman Griggs. All voted "aye." The motion carried by a vote of 7-0-0.

2. Award contract for renovation of Alta Vista, Phase 2 #2006-07

Recommendation: Award the contract to Home Service Contractors Inc. in the amount of \$166,366.90.

Ray Robinson reported that this project is basically the same as with the eight units except that there are more units. It is patch, repair, paint and go. These are some of the worst units that they have had, and that is why the price is considerably higher. They had received a bid from Diamond Oaks, but they had a problem getting a performance bond and withdrew the bid. Mr. Robinson has contacted HSC, and they are ready to go. He is going through all of the paperwork with it, including the notice to proceed with dates, timeframes and everything else that is needed. They are looking at 120 days as far as the project time schedule.

Member Cole asked Mr. Robinson if HSC is large enough to handle the job, and Mr. Robinson said they are large enough. Member Cole said his question was prompted by observation of the number of trucks and carpenters, construction workers and things of that type.

Mr. Robinson said that they run a contract with Holloman for repairs. They do have an abundance of personnel, and they are painters, drywallers, etc. In these units there are no major alterations. There is drywall repair, cabinet replacement and plumbing. HSC has a contractor's license and a plumber's license, and they sub out any electrical. The only electrical in these units that is addressed is switching outlets, which doesn't require a license.

Member Cole asked what type of performance bond they submitted, and Mr. Robinson said it is for the amount of the contract, \$166,000.

Member Ledford said that he thought they had questioned Diamond Oaks because their bid was so cheap, and he thought that they didn't put up a bond for that work. He thought somebody had asked if they had a bond, and they said it didn't apply. City Manager McCourt said he thought the question was whether they had the proper licensing to do the work.

Chairman Carroll said that was the contract that was awarded for the eight units back in April. The concern with that was that possibly they had underbid because their bid was significantly lower than some of the others. The problem apparently at this point in time is that the amount of the project is above their ability to secure a bond.

Mr. Robinson said that they were bonded to \$150,000, but it would take another four to six weeks or possibly longer to get the additional bonding. The bonding agency wouldn't let them take a cashier's check or a certified check for the balance so their bid was withdrawn.

Member Ledford asked how they were doing on the project, and Mr. Robinson said they were doing fine. It is not as fast as he would like, but they are getting a lot of the prep work out of the way so that when they get in there with the sprayer, it will go quicker.

Member Ledford asked how many RFP's were sent out, and Mr. Robinson said he ran a legal ad in the paper. He doesn't have a list of where it was sent. Putting it in the paper is the standard procedure.

Member Brockett made a motion to approve the contract. Seconded by Member Moncada. All voted "aye." Motion carried by a vote of 7-0-0

3. Award the contract for Renovation of Alta Vista Phase 2 #2006-09

Recommendation: Award the contract to Noriega Construction Company for the amount of \$9360.25

Mayor Carroll explained that this project is to provide outside lights for the units in Alta Vista.

Mr. Robinson said that he realizes it is under the \$10,000 limit, but he felt the Board should be made aware of it and know that the money is being put to good use. They are putting a light on the front and the back of each unit. They will be controlled by photo cells, and it will provide enough light not to annoy neighbors but enough to give night visibility such that people are aware of their surroundings. He feels it will greatly enhance the security in that area.

Member Ledford said his concern is that this is the only bid. He asked if there is someone who could give them an estimate of what it might cost, and he wanted to know how they ensure that the bids are reasonable.

Mr. Robinson said that normally he goes with his experience, contacts and things that can be researched. He has a pretty good grasp of what the cost is going to be before he lets it go. There was an ad in the paper. He had three bidders pick up a package. The biggest drawback that was brought up to him was the five-year warranty, and he tried to explain to the individuals that the warranty is for the work itself. It is not for the light fixtures, but that bidders still withdrew any interest.

Chairman Carroll said that within the Purchasing Department there are bidder's lists, and people can in fact pay to be on the bidder's list. It might be something that the Housing Authority might look at to invite some of those people to submit bids in addition to putting the ad in the paper, or they might consider generating a bidder's list of their own. The opportunity will be there at least for more people to submit a bid. He suggested that they take a look at that.

Member Lujan asked how many units there are, and Mr. Robinson said there are 70 units in 35 structures. Member Lujan asked if it is over by the high school, and he thought that there were already lights on those. Mr. Robinson said there are on a few, but they have been up for so long that you can't get parts for the fixtures.

Mr. Robinson said he thinks it is going to be a good fix. The light will be mounted to the side of the building right underneath the offset so that any light that might be reflected up will be canceled. They will be secured to the side of the structure, and the wiring will go through the attic. There is the false roof and the fixed roof, and the wiring will go through there. It will have its own dedicated 20 amp circuit. Member Lujan asked what the job is worth in his opinion, and Mr. Robinson said in dollars and sense he would consider \$10,000 to \$12,000 to be reasonable. As far as peace of mind for the tenants that he has to deal with on a daily basis, he thinks it will make them feel a lot more secure.

Member Cole moved to award the contract to Noriega Construction Company for the amount of \$9360.25. Seconded by Vice Chairman Griggs. All voted "aye." Motion carried by a vote of 7-0-0.

The meeting was adjourned at 7:05 p.m.

/s/ Donald E. Carroll

Chairman Donald E. Carroll

ATTEST:

/s/ Reneé L. Cantin

Secretary Reneé L. Cantin
(SEAL)

(Prepared by Ubiquis Reporting)
Approved at Special Housing Meeting on August 8, 2006.