

# AGENDA

## BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE COUNTY OF MERCED

Special Meeting  
Monday, March 30, 2015  
5:30 p.m.

**Closed session immediately following**

Housing Authority of the County of Merced  
Administration Building  
405 "U" Street  
Board Room – Building B (Second Floor)  
Merced, CA 95341  
(209) 386-4139

Rachel Torres, Chairperson  
Lyle Davis, Vice-Chair  
Jose Delgadillo  
Evelyn Dorsey  
Rick Osorio  
Margaret Pia  
Jose Resendez

**All persons requesting disability related modifications or accommodations may contact the Housing Authority of the County of Merced at (209) 386-4139, 72 hours prior to the public meeting.**

All supporting documentation is available for public review in the office of the Administrative Assistant located in the Housing Authority Administration Building, Second Floor, 405 "U" Street, Merced, CA 95341 during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday.

The Agenda is available online at [www.merced-pha.com](http://www.merced-pha.com)

**Use of cell phones, pagers, and other communication devices is prohibited while the Board Meeting is in session. Please turn all devices off or place on silent alert and leave the room to use.**

I. **CALL TO ORDER AND ROLL**

II. **COMMISSIONER and/or AGENCY ADDITIONS/DELETIONS TO THE AGENDA**

(M/S/C): \_\_\_\_/\_\_\_\_/\_\_\_\_

III. **APPROVAL OF THE FOLLOWING MEETING MINUTES: None**

#### IV. UNSCHEDULED ORAL COMMUNICATION

##### **NOTICE TO THE PUBLIC**

This portion of the meeting is set aside for members of the public to comment on any item within the jurisdiction of the Commission, but not appearing on the agenda. Items presented under public comment may not be discussed or acted upon by the Commission at this time.

For items appearing on the agenda, the public is invited to comment at the time the item is called for consideration by the Commission. Any person addressing the Commission under Public Comment will be limited to a 5-minute presentation.

All persons addressing the Commission are requested to state their name and address for the record.

#### V. CONSENT CALENDAR: None

#### VI. BUSINESS (INFORMATION AND DISCUSSION, RESOLUTION and ACTION ITEMS):

A. Information/Discussion Item(s): None

B. Resolution Item(s):

- 1.) **Resolution No. 2015-06** Approving and authorizing entering into a contract with California Department of Housing and Community Development for miscellaneous improvements for Atwater Migrant Center.
- 2.) **Resolution No. 2015-07** Approving and authorizing entering into a contract with California Department of Housing and Community Development for miscellaneous unit modifications for Los Banos Migrant Center.
- 3.) **Resolution No. 2015-08** Approving the award of construction contract for miscellaneous unit modifications for Los Banos Migrant Center and authorizing the Executive Director to sign the agreement.

C. Action Item(s): None

#### VII. COMMISSIONER'S COMMENTS

#### VIII. CLOSED SESSION ITEM(S): None

#### IX. ADJOURNMENT

## MEMORANDUM

**TO:** Board of Commissioners,  
Housing Authority of the County of Merced

**FROM:** Rennise Ferrario, Executive Director

**DATE:** March 30, 2015

**SUBJECT:** Recommendation to adopt **Resolution No. 2015-06** approving and authorizing entering into a contract with California Department of Housing and Community Development for Miscellaneous Improvements for Atwater Migrant Center.

California Department of Housing and Community Development (HCD) authorized the Housing Authority of the County of Merced funding in the amount of \$221,171.00 to complete miscellaneous improvements at the Atwater Migrant Center. The improvements were recommended in the Physical Needs Assessment that was conducted in June 2013. Improvements will include removing and replacing evaporative coolers (59) and water heaters (62) and crack seal/reseal/restripe the asphalt parking lot/driveway. There are a total of sixty-two (62) units at this Farmworker Center.

HCD wishes to enter into contract with the Housing Authority of the County of Merced. HCD requires a resolution which includes the contract number, the contract amount, acceptance of the contract and the name of the person designated signature authority.

### RECOMMENDATION

It is hereby recommended that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2015-06**, approving and authorizing entering into Contract #14-OMS-10173 in the amount of \$221,171.00 with California Department of Housing and Community Development for miscellaneous improvements for Atwater Migrant Center and authorize the Executive Director, Rennise Ferrario, to sign or take any other action necessary to carry out the completion of the work.

## RESOLUTION NO. 2015-06

### **A RESOLUTION OF THE HOUSING AUTHORITY OF COUNTY OF MERCED APPROVING THE REHABILITATION CENTER IMPROVEMENT CONTRACT FOR THE OFFICE OF MIGRANT SERVICES, ATWATER MIGRANT CENTER**

WHEREAS, The Department of Housing and Community Development (the “Department” or “HCD”) has a current contractual relationship with the Housing Authority of the County of Merced through its Office of Migrant Services program (the “OMS Program” or “OMS”) for the purposes of managing and maintaining OMS Atwater Migrant Center, which was formalized through the execution of Standard Agreement #13-OMS-962 on January 6, 2014.

WHEREAS the OMS Program and the Housing Authority of the County of Merced have agreed that the OMS Center is in need of rehabilitation and improvements to best serve the health and safety needs of the residents in accordance with the California Code of Regulations Sections 7600-7665. Therefore the Housing Authority of the County of Merced commits to facilitate the rehabilitation and improvements at the Atwater Migrant Center and provide direct project management and oversight to the work performed by the selected subcontractor(s);

WHEREAS, the Department agrees to enter into an additional Standard Agreement with the Housing Authority of the County of Merced for the rehabilitation and improvements to the OMS Atwater Migrant Center; and

WHEREAS, the Department requires this resolution which includes the sub-contractor identification number, Moss Construction, CSLB #731392, the contract amount \$195,485, acceptance of the contract to be memorialized by passage of this resolution and any further amendments to also be approved by resolution, as well as the name(s) of any individuals designated to have the authority to act as a signatory, which are certified as follows: Rennise Ferrario, Executive Director, and

NOW, THEREFORE BE IT RESOLVED, the Housing Authority of the County of Merced does hereby accept the contract number 14-OMS-10173, in the amount of \$221,171, and authorizes: Rennise Ferrario, Executive Director of the Housing Authority of the County of Merced to execute any contracts and any amendments to said contract, on behalf of the Housing Authority of the County of Merced.

PASSED AND ADOPTED

Motion:

Second:

Ayes:

Nays:

Absent:

Abstain:

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Chairperson, Board of Commissioners  
Housing Authority of the County of Merced

Dated: March 30, 2015

## MEMORANDUM

**TO:** Board of Commissioners,  
Housing Authority of the County of Merced

**FROM:** Rennise Ferrario, Executive Director

**DATE:** April 1, 2015

**SUBJECT:** Recommendation to adopt **Resolution No. 2015-07** approving and authorizing entering into a contract with California Department of Housing and Community Development for Miscellaneous Unit Modifications for Los Banos Migrant Center.

California Department of Housing and Community Development (HCD) authorized funding in the amount of \$13,603.00 to the Housing Authority of the County of Merced to complete miscellaneous unit improvements at the Los Banos Migrant Center to meet ADA requirements. The work was recommended in the Physical Needs Assessment that was conducted in June 2013. The work will include removing and replacing standard kitchen sinks, modifying the kitchen sink area to comply with ADA requirements and installing new ADA compliant kitchen sinks for three (3) designated handicap units at Los Banos Migrant Center.

California Department of HCD wishes to enter into contract with the Housing Authority of the County of Merced. HCD requires a resolution which includes the contract number, the contract amount, acceptance of the contract and the name of the person designated signature authority.

### RECOMMENDATION

It is hereby recommended that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2015-07**, approving and authorizing entering into Contract #14-OMS-10174 in the amount of \$13,603.00, with California Department of Housing and Community Development for Miscellaneous Unit Modifications for Los Banos Migrant Center and authorize the Executive Director, Rennise Ferrario, to sign or take any other action necessary to carry out the completion of the work.

**RESOLUTION NO. 2015-07**

**A RESOLUTION OF THE HOUSING AUTHORITY OF COUNTY OF MERCED  
APPROVING THE REHABILITATION CENTER IMPROVEMENT CONTRACT FOR  
THE OFFICE OF MIGRANT SERVICES, LOS BANOS MIGRANT CENTER**

WHEREAS, The Department of Housing and Community Development (the "Department" or "HCD") has a current contractual relationship with the Housing Authority of the County of Merced through its Office of Migrant Services program (the "OMS Program" or "OMS") for the purposes of managing and maintaining OMS Los Banos Migrant Center, which was formalized through the execution of Standard Agreement #13-OMS-963 on December 5, 2013.

WHEREAS the OMS Program and the Housing Authority of the County of Merced have agreed that the OMS Center is in need of rehabilitation and improvements to best serve the health and safety needs of the residents in accordance with the California Code of Regulations Sections 7600-7665. Therefore the Housing Authority of the County of Merced commits to facilitate the rehabilitation and improvements at the Los Banos Migrant Center and provide direct project management and oversight to the work performed by the selected subcontractor(s);

WHEREAS, the Department agrees to enter into an additional Standard Agreement with the Housing Authority of the County of Merced for the rehabilitation and improvements to the OMS Los Banos Migrant Center; and

WHEREAS, the Department requires this resolution which includes the sub-contractor identification number, JSL Construction, Inc., CSLB #635184, the contract amount \$11,875, acceptance of the contract to be memorialized by passage of this resolution and any further amendments to also be approved by resolution, as well as the name(s) of any individuals designated to have the authority to act as a signatory, which are certified as follows: Rennise Ferrario, Executive Director, and

NOW, THEREFORE BE IT RESOLVED, the Housing Authority of the County of Merced does hereby accept the contract number 14-OMS-10174, in the amount of \$13,063.00, and authorizes: Rennise Ferrario, Executive Director of the Housing Authority of the County of Merced to execute any contracts and any amendments to said contract, on behalf of the Housing Authority of the County of Merced.

PASSED AND ADOPTED

Motion:

Second:

Ayes:

Nays:

Absent:

Abstain:

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Chairperson, Board of Commissioners  
Housing Authority of the County of Merced

Dated: March 30, 2015



## MEMORANDUM

**TO:** Board of Commissioners,  
Housing Authority of the County of Merced

**FROM:** Rennise Ferrario, Executive Director

**DATE:** March 30, 2015

**SUBJECT:** Recommendation to adopt **Resolution No. 2015-08** approving awarding construction contract to JSL Construction for miscellaneous unit modifications for Los Banos Migrant Center

California Department of Housing and Community Development (HCD) authorized funding to the Housing Authority of the County of Merced to complete miscellaneous unit modifications at the Los Banos Migrant Center to meet ADA requirements. The work was recommended in the Physical Needs Assessment that was conducted in June 2013. The work will include removing and replacing standard kitchen sinks, modifying the kitchen sink area to comply with ADA requirements and installing new ADA compliant kitchen sinks for three (3) designated handicap units at Los Banos Migrant Center.

HACM issued RFP #2014-05: Sink Replacement – Los Banos Migrant Center. Staff directly solicited at least nine (9) contractors by letter, emails and phone calls.

Bids closed on January 29, 2015 with three (3) proposals submitted:

1) JSL Construction	Los Banos	\$11,875
2) HANG Construction	Atwater	\$12,100
3) Moss Construction	Chowchilla	\$13,895

The bid received from JSL Construction has been deemed to be the lowest most responsive proposal.

### RECOMMENDATION

It is hereby recommended that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2015-08**, awarding construction contract to JSL Construction in the amount of \$11,875.00, for miscellaneous unit modifications for Los Banos Migrant Center and authorizing the Executive Director, Rennise Ferrario, to sign or take any other action necessary to carry out the completion of the work.

