

MINUTES OF THE SPECIAL  
MEETING OF THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE CITY  
OF MICHIGAN CITY, INDIANA, HELD ON  
FRIDAY, FEBRUARY 12, 2010

The Commissioners of the Housing Authority of the City of Michigan City, Indiana held a special meeting on Friday, February 12, 2010 at 4:30 p.m. The meeting was held at the Michigan City Housing Authority, 621 East Michigan Boulevard, Michigan City, Indiana 46360. Chairperson Carla Mock called the regular meeting to order at approximately 4:32 p.m. Commissioners who attended the meeting included Vice Chairperson Ronald Strauss, Commissioner Eddie Wilson, Commissioner William Fine, Commissioner Yolanda Thomas-Davis, Commissioner Hesham Khalil, and Housing Authority Attorney Michelle Bazin-Johnson. Commissioner Hazel Thomas did not attend this meeting. Housing Authority personnel, who attended the Board meeting, included Executive Director Lenda Wilson, and Executive Secretary Robin Fly.

NEW BUSINESS:

Copy Machine Quotes

Chairperson Mock called for discussion of the copy machine quotes. She informed the Board that quotes for the copy machine will be presented at the next regular board meeting on Tuesday, February 16, 2010.

Board Award Contract under American Recovery and Reinvestment Act Funding

Chairperson Mock called for approval of a contract under American Recovery and Reinvestment Act Funding. She informed the Board about the following construction companies' bid submissions which include combination bids that consists of their base bids minus costs of Alternate No. 1, Alternate No. 2, Alternate No. 3, and Alternate 4 (see attached chart).

<u>COMPANY</u>	<u>Alside Vinyl Windows</u>	<u>Milgard Windows &amp; Doors</u>
Casteel Construction	\$420,700.00	\$424,400.00
Brown and Brown	\$415,219.00	\$415,691.00
Kaser-Spraker	\$410,000.00	\$409,850.00
Precision Builders	\$415,198.00	\$415,701.00
Sterling Construction	\$473,394.00	\$487,474.85

Executive Director Wilson explained to the Board that the bids from the construction companies include replacement of windows and roof at the main office building, and

replacement of the intercom system at Boulevard Gardens development. She said that the Housing Authority received the American Recovery and Reinvestment Act (ARRA) grant in the appropriate amount of \$404,000 and that funds must be obligated by the middle of next month.

In reference to correspondence from James Childs Architects, Chairperson Mock said that James Childs Architects recommends that the Housing Authority accept construction bid from Kaser-Spraker Construction. She stated that bid amount of \$410,000 from Kaser-Spraker Construction is their base bid for Alside Vinyl Window Systems minus all the alternates, and that the total amount for the contract is \$420,000 which is the base bid (\$410,000) plus the alternate no. 1 amount of \$10,000. In order to assist the Board in understanding the bid calculations, Executive Director Wilson explained to the Board that the base bids submitted by the construction companies are located at the bottom of the chart, and that base bid amounts do not include the alternates listed above under each construction company.

The bid from Kaser-Spraker Construction consists of base bid (\$410,000) plus cost of Alternate No.1 which is installation of windows at the main office building for total amount of \$420,000, and that the Housing Authority would seek additional funding for the remaining alternates according to Executive Director Wilson. Commissioner Wilson inquired about the term "change" listed under Alternate No. 4 (installation of new door/intercom) submitted by Casteel Construction and Kaser-Spraker Construction. Executive Director Wilson said that the term "change" consists of the reuse of certain materials during construction process.

Attorney Bazin-Johnson asked about a specified time clause for the bid by Kaser-Spraker Construction. Vice Chairperson Strauss said that Kaser-Spraker Construction has 180 days to complete the construction project. Commissioner Khalil asked that Attorney Bazin-Johnson review the bond information in regards to Kaser-Spraker Construction's bid. After brief review, Attorney Bazin-Johnson said bond information is "in order."

With no further discussion, Commissioner Fine motioned approval of the contract awarded to Kaser-Spraker Construction for total amount of \$420,000 (base bid – \$410,000 plus cost of Alternate 1 - \$10,000) and \$404,000 will be taken from the ARRA grant and the remaining \$16,000 will be taken from FY2009 CFP Funding to cover the cost of the contract; Commissioner Wilson seconded the motion.

After discussion, Carla Mock introduced the following resolution:

#### RESOLUTION NUMBER 2010-15

A RESOLUTION OF THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA, TO APPROVE THE CONTRACT OF KASER-SPRAKER CONSTRUCTION FOR TOTAL COST OF \$420,000 (BASE BID COST OF \$410,000 PLUS COST OF ALTERNATE NO. 1 FOR \$10,000) AWARDED UNDER AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) GRANT FUNDING IN THE AMOUNT OF \$404,000 AND FY 2009 CFP GRANT IN THE AMOUNT OF \$16,000.

The resolution was moved by Commissioner Bill Fine and seconded by Commissioner Eddie Wilson.

AYES

Carla Mock  
Ronald Strauss  
Yolanda Thomas-Davis  
Eddie Wilson  
William Fine  
Hesham Khalil

NAYS

CARRIED

Commissioner Hazel Thomas did not attend this Board meeting.

Public Comment

Adjournment

With no other business before the Board, Chairperson Mock adjourned the Board meeting at approximately 4:45 p.m.

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Carla Mock, MCHA Chairperson

ATTEST:

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Lenda Wilson, MCHA Executive Director

RESOLUTION NUMBER 2010-15

A RESOLUTION OF THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA, TO APPROVE THE CONTRACT OF KASER-SPRAKER CONSTRUCTION FOR TOTAL COST OF \$420,000 (BASE BID COST OF \$410,000 PLUS COST OF ALTERNATE NO. 1 FOR \$10,000) AWARDED UNDER AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) GRANT FUNDING IN THE AMOUNT OF \$404,000 AND FY 2009 CFP GRANT IN THE AMOUNT OF \$16,000.

WHEREAS, the Housing Authority of the City of Michigan City was awarded a grant under the American Recovery and Reinvestment Act (ARRA) in the amount of \$404,000, and

WHEREAS, that ARRA grant amount is required for obligation within a few weeks, and

WHEREAS, the Housing Authority submitted a request for bids from several construction companies to replace intercom system at Boulevard Gardens and to remodel the main office by removal and installment of new vinyl windows and by replacement of the roof, and

WHEREAS, the Housing Authority received responses from the following construction companies to include their base bids minus alternate numbers 1,2,3, and 4:

<u>COMPANY</u>	<u>Alside Vinyl Windows</u>	<u>Milgard Windows &amp; Doors</u>
Casteel Construction	\$420,700.00	\$424,400.00
Brown and Brown	\$415,219.00	\$415,691.00
Kaser-Spraker	\$410,000.00	\$409,850.00
Precision Builders	\$415,198.00	\$415,701.00
Sterling Construction	\$473,394.00	\$487,474.85

WHEREAS, after review of all bids by the Asset Management Committee and James Childs Architects, James Childs Architects via correspondence recommended that the Housing Authority accept contract from Kaser-Spraker Construction for a total cost of \$420,000 (base bid of \$410,000 plus cost of Alternate No. 1 for cost of \$10,000), and

WHEREAS, Kaser-Spraker Construction has required 180 days to complete the renovation project, and

WHEREAS, James Childs Architects also further recommended that the Housing Authority would award bid to Kaser-Spraker Construction on the basis that if the Housing Authority would acquire additional funding, the Housing Authority would accept their base bid to include Alternate Nos. 2 and 3.

NOW THEREFORE BE IT RESOLVED that Board of Commissioners authorized the appropriation of ARRA grant funding in the amount of \$404,000 and FY 2009 CFP Grant in the amount of \$16,000 toward the acceptance of contract from Kaser-Spraker Construction (base bid cost plus Alternate No. 1 cost) for total amount of \$420,000 for remodeling of the main office to include removal and installation of new vinyl windows and roof replacement and to replace intercom system at Boulevard Gardens.

Adopted this 12<sup>th</sup> day of February 2010.

Resolution moved by: Commissioner Bill Fine

Resolution seconded by: Commissioner Eddie Wilson

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Carla Mock, MCHA Chairperson

ATTEST: