

INDIAN RIVER COUNTY, FLORIDA

M E M O R A N D U M

TO: Jason E. Brown; County Administrator

THROUGH: Phillip J. Matson, AICP, Community Development Director

THROUGH: Bill Schutt, AICP, Chief, Long-Range Planning

FROM: Matt Kalap, Planner, Long-Range Planning

DATE: April 7, 2021

SUBJECT: REQUEST TO APPROVE THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) THIRD SET OF HOUSING REHABILITATION BIDS (3 BIDS) FOR THE COUNTY'S HOUSING REHABILITATION CDBG

It is requested that the following information be given formal consideration by the Indian River County Board of County Commissioners (BCC) at its regular meeting of April 20th 2021.

DESCRIPTION AND CONDITIONS

On July 10th 2018, the BCC authorized the Community Development Director to apply for a Housing Rehabilitation Community Development Block Grant (CDBG) for the unincorporated portions of the County. Subsequently, the Florida Department of Economic Opportunity (DEO) awarded a \$750,000 grant to the County and the County hired a CDBG consultant, Guardian Community Resource Management to administer the grant.

Since then, the consultant has worked with county staff to undertake the required steps to proceed with block grant implementation. These steps included soliciting and obtaining intake application forms from income qualified homeowners in the unincorporated portions of the County (during the month of October 2019), ranking those applicants, procuring services from abstractors, lead-based paint inspectors, and general contractors, soliciting for qualified contractors to bid on rehab projects, soliciting and awarding bids for several of the housing units, and undertaking rehabilitation of those housing units.

CDBG Applicants

With respect to applicants, CDBG rules require that they be reviewed for real and/or perceived conflicts of interest by both the CDBG Citizens Advisory Task Force (CATF) and the BCC. On January 10th 2020, the CDBG Citizen's Advisory Task Force (CATF) reviewed the list of CDBG applicants and Pursuant to Section E(3) of Part II of the Housing Assistance Plan (HAP) the CATF members in attendance determined that no conflicts of interest exist. Subsequently, on February 18th 2020 and, on December 15th 2020 (for newly elected commissioners) the BCC reviewed the list of CDBG applicants and also determined that there are no conflicts of interest.

Rehabilitation Bids

With this Small Cities Housing Rehabilitation CDBG, at least three sets of bids spread out over a year were anticipated; the project has been proceeding accordingly.

On August 5th 2020 the County issued invitations to bid on the first four houses. Bids were submitted by the September 4th 2020 deadline and ranked in accordance with CDBG requirements. On October 6th 2020, County staff requested that the BCC approve the first four bids for the Housing Rehabilitation CDBG. Since that approval, County staff coordinated with the County's CDBG administration consultant to complete the necessary contracts and forms and, rehabilitation work on three of the first four homes has been completed (the fourth home is approximately 90% complete).

An invitation to bid on the second set of four houses was issued on September 28th 2020. Bids were opened on October 20th 2020. Subsequently, those bids were ranked by the County's CDBG consultant and approved by the BCC. Rehabilitation of those four homes is currently underway.

On January 14th 2021, County staff issued the third invitation to bid on CDBG rehab projects and held a public bid opening on February 16th 2021. Five contractors participated in that third bidding process, De La Hoz Builders, Inc., A2B Development, LLC, Kib Construction, Patriot Response Group and, KallKell Builders, Inc. The County's CDBG administration consultant has reviewed and ranked those third set of bids in accordance with CDBG requirements. At this time, it is requested that the BCC review and approve the next set of three (3) Housing Rehabilitation CDBG bids (Attachment 1).

ANALYSIS

Rehabilitation Bids

In regards to evaluation of the bids, the County's CDBG HAP generally requires submitted bids to be ranked by price and that bids be awarded to the lowest responsible bidder within plus or minus fifteen percent (15%) of the pre-bid cost estimates. Section H(3) of Part II of the County's HAP (Attachment 2) provides exceptions to the scoring and awarding of bids as follows:

1. Minority Owned Businesses and Women Owned Businesses (MBE/WBE) may be given preference over a non-MBE/WBE contractor if the MBE/WBE contractors price is within 15% of the pre-bid cost estimates and the MBE/WBE contractors price is higher than the lowest bid/bidders price; and
2. No contractor may be awarded more than two bids per bid round.

While priority may be given to MBE/WBE firms, and the County has a cap of no more than 2 bid awards to the same contractor per bid round; the County has the right to reject any and all bids and to award bids in the best interest of the County and applicant.

For all of this round’s projects, the CDBG administration consultant recommends the County approve the lowest responsible bidder. In two of those three cases, the low bidder happens to be a MBE/WBE contractor (De La Hoz Builders, Inc.).

A complete bid tabulation is included as Attachment 1. Outlined in the table below are the consultant’s recommendations for bid approval and amounts to be utilized from CDBG funds.

Applicant Name and Address	Total Bid	CDBG funds	Contractor
Dawn Womack 155 47 th Avenue, 32968	\$53,498.00*	100%	De La Hoz Builders, Inc.
Angela Young 4281 36 th Court, 32967	\$32,500.00	100%	KallKell Builders, Inc.
Deloris Morgan 1056 9 th Street SW, 32962	\$72,413.00	100%	De La Hoz Builders, Inc.

*WBE/MBE firm, **No Contractor can have more than 2 bids awarded per round

FUNDING

Funding in the amount of \$158,411 is budgeted and available in account number 12913054-033490-19802, CDBG Grant Fund/Other Contractual Services.

RECOMMENDATION

Staff recommends that the Board of County Commissioners review the attached Bid Tabulation and approve the following bids;

1. Dawn Womack (155 47th Avenue, 32968) to De La Hoz Builders, Inc. for the bid amount of \$53,498.00;
2. Angela Young (4281 36th Court, 32967) to KallKell Builders, Inc. for the bid amount of \$32,500.00; and
3. Deloris Morgan (1056 9th Street, 32962) to De La Hoz Builders, Inc. for the bid amount of \$72,413.00; and

ATTACHMENTS

- 1) Round 3 Housing Rehab CDBG Bid Tabulation with Consultant Recommendation
- 2) Section H(3) of Part II of Indian River County’s Housing Assistance Plan