HOUSING AUTHORITY of the COUNTY OF CONTRA COSTA

CALENDAR FOR THE BOARD OF COMMISSIONERS
BOARD CHAMBERS, COUNTY ADMINISTRATION BUILDING
1025 ESCOBAR STREET
MARTINEZ, CALIFORNIA 94553-1229

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Staff reports related to open session items on the agenda are also accessible online at **www.contracosta.ca.gov.**

SPECIAL MEETING
AGENDA
November 9, 2021

1:00 P.M. Convene and call to order.

CONSIDER CONSENT ITEMS: (Items listed as C.1 through C.2 on the following agenda) - Items are subject to removal from the Consent Calendar by request from any Commissioner or on request for discussion by a member of the public. Items removed from the Consent Calendar will be considered with the Discussion Items.

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

D.3 CONSIDER accepting report on the actuarial valuation of future annual costs of proposed changes to Other Post-Employment Benefits to the Housing Authority's health care medical premium subsidy for employees and retirees affected by the proposed, negotiated agreements.

D.4 CONSIDER accepting report on the status of housing funding under the White House's proposed Build Back Better framework.

ADJOURN

CONSENT ITEMS:

C. 1 ADOPT the proposed 2022 meeting schedule for the Housing Authority of the County of Contra Costa Board of Commissioners, as recommended by the Housing Authority Executive Director.

C.2 APPROVE plans, specifications, and design for the Roof and HVAC Replacement Project, 3133 Estudillo Street, Martinez; AWARD the construction contract to Garland/DBS, Inc., the lowest bidder, in the amount of $559,517, and AUTHORIZE the Executive Director, or designee, to approve construction change orders, as needed, in an amount not to exceed $55,952, which is in addition to the contract award amount.

GENERAL INFORMATION

Persons who wish to address the Board of Commissioners should complete the form provided for that purpose and furnish a copy of any written statement to the Clerk.
All matters listed under CONSENT ITEMS are considered by the Board of Commissioners to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board or a member of the public prior to the time the Commission votes on the motion to adopt.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for comments from those persons who are in support thereof or in opposition thereto. After persons have spoken, the hearing is closed and the matter is subject to discussion and action by the

Board.

Comments on matters listed on the agenda or otherwise within the purview of the Board of Commissioners can be submitted to the office of the Clerk of the Board via mail: Board of Commissioners, 1025 Escobar Street, Martinez, CA 94553; by fax: 925-655-2006; or via email to clerkoftheboard@cob.cccounty.us.

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AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.

Contra Costa County

To: Contra Costa County Housing Authority Board of Commissioners

From: Joseph Villarreal, Housing Authority

Date: November 9, 2021

Subject: GOVERNMENT CODE 7507 COMPLIANCE - OTHER POST-EMPLOYMENT BENEFITS - PROPOSED CHANGES FOR RETIREES AND EMPLOYEES

RECOMMENDATIONS

ACCEPT the attached actuarial valuation of future annual costs of proposed changes to Other Post-Employment Benefits to the Housing Authority's (HACCC) health care medical premium subsidy for employees and retirees affected by the proposed, negotiated agreements.

BACKGROUND

On August 10, 2021, this Board adopted Resolution No. 5236 approving the Successor Memorandum of Understanding (MOU) with Public Employees Union, Local #1/AFSCME (Union), providing for wages, non-healthcare benefits, and other employment conditions for the term of July 1, 2021, through June 30, 2024. Similarly, on September 14, 2021, this Board adopted Resolution No. 5237 regarding compensation and non-healthcare benefits for the unrepresented employees of the Housing Authority of the County of Contra Costa.

On June 29, 2021, a Tentative Agreement with the Union was signed that included a change to the health care subsidy paid by HACCC from a flat amount to a percentage payment. Specifically, the TA provided that HACCC will pay the following percentages of the premium for the CalPERS Kaiser Premium plan, towards all health plans offered by CalPERS:

Action of Board On: **11/09/2021** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF COMMISSIONERS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: November 9, 2021

Joseph Villarreal, Executive Director

Contact: 925-957-8028

By: , Deputy

cc:

BACKGROUND (CONT'D)

- 64% Effective January 1, 2022
- 67% Effective January 1, 2023
- 70% Effective January 1, 2024

If the maximum amount is not sufficient to provide such benefit, any excess amounts necessary shall be paid for by the Employee through payroll deductions. The proposed change to the health care subsidy was not included in the Successor MOU, because HACCC was awaiting an actuarial analysis of the change as required by State law.

California Government Code, Section 7507 requires that local legislative boards must have an actuary consider the future costs of changes in retirement benefits or other post-employment benefits and that those costs must be published at a public meeting at least two weeks prior to the adoption of any changes in public retirement plan benefits, or other post-employment benefits. The report provided to HACCC on October 5, 2021, by our Actuary is attached. The attached report contains a summary of the current plan provisions that are based on an actuarial valuation dated July 1, 2020. HACCC's Actuary will also attend this meeting to answer any questions Board members may have about the report. On December 7, 2021, the Board of Commissioners may consider, and may take formal action, with respect to the proposed changes in health care benefits shown above for current employees and current and future retirees who are eligible for health care coverage.

FISCAL IMPACT

As shown in the valuation, the result of the health plan changes described herein, if implemented for all current and future eligible retirees, will create a $368,000 increase in the Annual Required Contribution, a $128,090 increase in the Normal Cost, and a $2.9 million increase in the total Actuarial Accrued Liability.

CONSEQUENCE OF NEGATIVE ACTION

It is expected that the Union will seek to reopen negotiations concerning health care reimbursements.

ATTACHMENTS

Cover Email

2020-2024 ADC Projection

From: Molly McGee <MMcGee@nicolayconsulting.com>
Sent: Tuesday, October 5, 2021 10:59 AM
To: John Hunter <jhunter@contracostahousing.org>
Cc: Eric Waldschmidt <ewaldschmidt@nicolayconsulting.com>; Earlene Young <eyoung@nicolayconsulting.com>; Anthony Nicolay <anicolay@nicolayconsulting.com>; Chaonan Liu <cliu@nicolayconsulting.com>
Subject: HACCC Projection Results with Plan Change

Hi John,

Attached please find the HACCC's projection calculations showing a comparison of results with and without the January 1, 2022 plan amendment.

Please contact us if you have any questions.

Thank you,
Molly

Molly McGee
Actuarial Consultant, ASA, EA, FCA, MAAA
Nicolay Consulting Group
530 Bush Street, Suite 500 | San Francisco, CA 94108
Main: 415.512.5300 x234 | Toll-Free: 800.998.7675 x234
Email: mmcgee@nicolayconsulting.com

Projection of the Actuarially Determined Contribution (ADC)

Table 1 presents a five-year projection under these assumptions: There are no plan changes, the Authority contributes according to the Funding Policy, assets earn 7.39% per year, the discount rate remains 7.39% and the Normal Cost component of the ADC increases by 5.00% per year throughout the five-year period. We assumed mid-year benefit withdrawals from the Trust.

Plan Year	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026
Actuarial Accrued Liability	$7,646,757	$7,834,890	$8,015,961	$8,166,551	$8,339,082
Actuarial Value of Assets	1,041,102[1]	1,306,948	1,587,642	1,861,728	2,152,867
Unfunded AAL	$6,605,656	$6,527,942	$6,428,319	$6,304,823	$6,186,215
Amortization Period	18	17	16	15	14
Normal Cost End of Year	$196,133	$205,940	$216,237	$227,049	$238,401
Amortization of UAAL	539,186	554,442	570,015	585,889	605,063
Actuarially Determined Contribution	$735,319	$760,382	$786,252	$812,938	$843,464
Discount Rate	7.39%	7.39%	7.39%	7.39%	7.39%
Expected Return on Assets	7.39%	7.39%	7.39%	7.39%	7.39%
Normal Cost Growth Rate	5.00%	5.00%	5.00%	5.00%	5.00%

Plan Year	2021 - 22	2022 - 23	2023 - 24	2024 - 25	2025 - 26
Est. Pay-go	$427,455	$456,041	$473,142	$485,622	$496,459
Est. Implicit Rate Subsidy	125,571	126,678	161,840	179,137	194,890
Est. Net Trust Contribution	182,293	177,663	151,270	148,179	152,115
Funding Policy Contribution	$735,319	$760,382	$786,252	$812,938	$843,464

[1] Estimated

Projection of the Actuarially Determined Contribution (ADC)

Table 2 presents a five-year projection under the same assumptions as table 1, but that a plan amendment effective January 1, 2022 caps the Authority's contribution to 64% of the CalPERS Kaiser Region 1 premium rate in CY22, and increase 3% per year until 70% in CY24.

Plan Year	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026
Actuarial Accrued Liability (AAL)	$10,576,841	$11,141,278	$11,703,249	$12,231,285	$12,752,338
Actuarial Value of Assets	1,041,102[1]	1,719,215	2,426,544	3,134,444	3,872,884
Unfunded AAL	$9,535,739	$9,422,063	$9,276,705	$9,096,840	$8,879,454
Amortization Period	18	17	16	15	14
Normal Cost End of Year	$324,223	$340,434	$357,456	$375,329	$394,095
Amortization of UAAL	778,353	800,251	822,588	845,343	868,484
Actuarially Determined Contribution	$1,102,576	$1,140,685	$1,180,044	$1,220,672	$1,262,579
Discount Rate	7.39%	7.39%	7.39%	7.39%	7.39%
Expected Return on Assets	7.39%	7.39%	7.39%	7.39%	7.39%
Normal Cost Growth Rate	5.00%	5.00%	5.00%	5.00%	5.00%

Plan Year	2021 - 22	2022 - 23	2023 - 24	2024 - 25	2025 - 26
Est. Pay-go	$396,883	$454,050	$508,136	$552,479	$591,094
Est. Implicit Rate Subsidy	125,571	126,678	161,840	179,137	194,890
Est. Net Trust Contribution	580,122	559,957	510,068	489,056	476,595
Funding Policy Contribution	$1,102,576	$1,140,685	$1,180,044	$1,220,672	$1,262,579

[1] Estimated

Projection of the Actuarially Determined Contribution (ADC)

The purpose of this projection is to compare the current plan's projected Actuarial Determined Contributions (ADC) with the projected ADC's for a proposed plan amendment.

Current Plan:

Eligible employees who retire from HACCC and commence receiving their Contra Costa Authority Employees Retirement Association Plan (CCCERA) pension at the time of retirement are eligible to receive a HACCC contribution toward the cost of postemployment medical and dental coverage.

Eligibility for retiree medical and dental benefits generally requires an employee to:

- be age 50 or older with at least 10 years of service with HACCC, or
- be age 55 or older with at least 5 years of service with HACCC, or
- have completed 30 or more years of service with HACCC.

HACCC contributes the cost of retiree and dependent medical and dental coverage up to specified limits. The maximum monthly contributions are for 2020 and 2021 are:

Coverage Level	Maximum Monthly Contribution
Retiree	$462.00
Retiree + 1	$924.00
Retiree + 2	$1,205.00

At the retiree's death a surviving spouse may elect to continue coverage. However, they must contribute 100% of the required premium.

The retiree dental plan is the same as the plan provided to active employees. Monthly dental only premiums are shown below:

Coverage Level	2020/21 Dental Only Premium
Retiree	$63.72
Retiree + 1	$110.81
Retiree + 2	$186.36

Projection of the Actuarially Determined Contribution (ADC)

Proposed Amendment:

Beginning on January 1 2022, HACCC will contribute the cost of retiree and dependent medical and dental coverage up to specified percentages of the CalPERS Kaiser Region 1 rate:

Calendar Year	Percent Contribution
2022	64%
2023	67%
2024 and after	70%

Since the HACCC contribution is a percentage of the CalPERS Kaiser Region 1 rate for the year, we have assumed the cap will increase with Pre-Medicare medical trend after coverage year 2024.

Health Care Trend

Year Beginning	Increase in Premium Rates Pre-65	Post-65
2022	6.80%	5.00%
2023	6.55%	5.00%
2024	6.30%	5.00%
2025	6.05%	5.00%
2026	5.80%	5.00%
2027	5.55%	5.00%
2028	5.30%	5.00%
2029	5.05%	5.00%
2030 and later	5.00%	5.00%

Projection of the Actuarially Determined Contribution (ADC)

Estimated Maximum Monthly Contributions (Medical, Vision and Dental) for 5 years reflecting the January 1, 2022 change and Health Care Trend.

Calendar Year	Percent Kaiser Contribution	Estimated Monthly Contribution Retiree	Estimated Monthly Contribution Retiree +1
2022	64%	$556.14	$1,112.28
2023	67%	$620.34	$1,240.68
2024	70%	$688.95	$1,377.90
2025	70%	$730.63	$1,461.26
2026	70%	$773.01	$1,546.02

Effect of the Amendment

We have measured the effect of the proposed amendment if reflected for the July 1, 2021-June 30, 2022 plan year. The proposed Amendment would increase the Actuarial Accrued Liability as of July 1, 2021 (AAL) from $7,647,000 to $10,577,000 or a 38% increase.

The estimated 2021-2022 Actuarially Determined Contribution is $1,103,000, a 50% increase over the current plan contribution of $735,000.

Projection of the Actuarially Determined Contribution (ADC)

The Authority's Funding Policy as of 6/30/20:

Your funding policy is to fund the full Actuarial Determined Contribution (ADC), which includes:

- Pay-go (Explicit retiree benefit costs)
- Implicit rate subsidy (Transfers of a portion of employee benefit expense to OPEB)
- Trust contribution (Calculated as the ADC less the above two amounts, but no less than zero)

Contra Costa County

To: Contra Costa County Housing Authority Board of Commissioners

From: Joseph Villarreal, Housing Authority

Date: November 9, 2021

Subject: Status of housing funding under the White House's proposed Build Back Better framework

RECOMMENDATIONS

ACCEPT a report concerning the status of housing funding under the White House's proposed Build Back Better framework.

BACKGROUND

If approved, the Build Back Better funding framework will significantly increase affordable housing funding for Contra Costa County. Staff will update the Board on the status of the budget proposal. The attached article about the affordable housing portion of the framework features a woman who has been on HACCC's voucher wait list for over thirteen years.

FISCAL IMPACT

None. Information item only.

Action of Board On: **11/09/2021** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF COMMISSIONERS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: November 9, 2021

Joseph Villarreal, Executive Director

Contact: 925-957-8028

By: , Deputy

cc:

ATTACHMENTS

Funding Fight Threatens Affordable Housing

The New York Times https://www.nytimes.com/2021/10/15/us/politics/affordable-housing-spending-plan.html

Funding Fight Threatens Plan to Pump Billions Into Affordable Housing

A federal voucher program is at risk of being sharply scaled back as the White House seeks to slash its social policy package to appease two centrist senators.

By Glenn Thrush

Oct. 15, 2021

SAN FRANCISCO — Audrey Sylve, a retired bus driver, has spent 13 agonizing years on a waiting list for a federal voucher that would help cover rent for an apartment in one of America's most expensive housing markets.

This summer it seemed that help was finally on the way.

In late July, congressional Democrats introduced a $322 billion plan to bolster low-income housing programs as part of the $3.5 trillion social spending plan embraced by President Biden. At its center is a $200 billion infusion of aid for the country's poorest tenants, which would allow another 750,000 households to participate in a program that currently serves two million families.

Affordable-housing advocates saw it as a once-in-a-generation windfall that would allow local governments to move thousands of low-income tenants like Ms. Sylve, 72, off waiting lists and to expand aid to families at the highest risk of homelessness.

But optimism has given way to anxiety. Low-income housing, and the voucher program in particular, are among those most at risk of being sharply scaled back as the White House seeks to slash the package to accommodate the demands of two centrist Democrats, Senators Joe Manchin III of West Virginia and Kyrsten Sinema of Arizona, according to several people involved in the talks.

Congressional negotiators are seeking to cut the overall size of the 10-year package, in coordination with the White House, to between $1.9 trillion and $2.3 trillion. Housing is just one of several high-price priorities on the chopping block in the negotiations.

Yet proponents say no other proposal is likely to have as immediate an effect on the lives of the country's most vulnerable as the increase in rental assistance because it addresses a foundational problem: securing an affordable place to live when rents everywhere are outpacing earnings.

"I'm all for funding early childhood education, child care and the expansion of health care with education, but we cannot be successful with any of that unless people have safe and secure housing," said Representative Maxine Waters, a California Democrat who leads the House Financial Services Committee, which drafted the original plan.

Supporters of the expansion say every penny is required to begin addressing a crisis that threatens to undermine recent gains in the fight to reduce poverty. They fear it will be elbowed aside by other programs, such as universal child care, that enjoy broader political support because they benefit middle-class, and not just poor, people.

"Better health care or increased educational access doesn't do much for families sleeping in their car or under a bridge, or for the millions more on the verge," said Diane Yentel, president of the National Low Income Housing Coalition, which is pressuring the White House to fund the program as it was drafted. "There are no 'savings' to be had here."

The financial services industry, which puts together the complex public-private financing packages used to build most affordable developments, has already factored in a significantly scaled-back congressional compromise.

"Much of the proposed $400 billion in housing-related grants and tax subsidies is likely to be cut from the reconciliation bill," analysts from Goldman Sachs wrote in an email last week. That figure bundled the $332 billion package, which also includes increases for public housing authorities and an affordable housing construction fund, with a smaller package of tax breaks in the bill.

White House officials say they have made no decisions. Ms Waters and her counterpart in the Senate, Sherrod Brown, a Democrat of Ohio, said they would not accept any deal that cut the housing plan more than any other proposal.

"We're not going to scale back. We're not going to lose our way on this," Mr. Brown, chairman of the Banking Committee, said in an interview. "And we're not going to compromise the mission of transforming the fight on poverty."



The White House is looking for ways to win support for its package from Senators Kyrsten Sinema and Joe Manchin III. Stefani Reynolds for The New York Times

Over the past two decades, the federal government has stopped bankrolling construction of government-run public housing projects. Instead, it has shifted resources to voucher programs, which bridge the financial gap between what a poor tenant can afford to pay and what a landlord might reasonably expect to get on the open market.

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Demand far outstrips supply: One recent study found that the federal government has provided funding for only a quarter of the vouchers needed to help house eligible families — and many housing authorities have simply stopped taking names to avoid leaving tenants in the lurch.

Even if the voucher increase somehow makes it past Mr. Manchin and Ms. Sinema, it would represent only a down payment on an enormous unmet need for housing aid exacerbated by rocketing real estate values in most major cities.

California's estimated share of the new aid would bankroll only a fraction of the new vouchers needed to meet the demand, said Matthew Schwartz, president of the California Housing Partnership, a nonprofit that works with community groups to finance low-income housing projects.

But it would be a significant improvement, Mr. Schwartz said, particularly on top of a $22 billion affordable-housing plan that Gov. Gavin Newsom signed into law this summer.

Joseph Villarreal, executive director of the housing authority of Contra Costa County, outside San Francisco, is less concerned about the future than fulfilling the promises he has made in the past. He saw the new cash in personal terms, as a way to fulfill a commitment more than a decade in arrears.

"It would be horrible if any, much less the majority, if this voucher money gets cut from the proposal," he said.

Mr. Villarreal's organization, which serves as a pass-through for federal funding, maintains 51 separate waiting lists for the vouchers — some for specific developments, others for targeted demographic groups, with 47,000 families in limbo. "It weighs on me," he said of the lists.

Ms. Sylve, who said she was scraping by on a small pension and Social Security, was one of 6,000 chosen from 40,000 qualified Contra Costa County applicants in a lottery to be added to the slow-moving queue for the program, which is still known by its historical name, Section 8.

A few years ago she was told that a voucher was about to become available, but that fell through, and she has spent much of the past 13 years hopping from apartment to apartment. Last spring, Ms. Sylve moved in with her daughter across the bay in San Francisco, because the neighborhood around her apartment had become too dangerous.

"They give you hope, and that's the hardest part," Ms. Sylve said. "But you keep hoping, year after year after year."

A survey of 44 large housing authorities across the country conducted by the Center on Budget and Policy Priorities, a left-leaning Washington think tank, painted a grim picture of the voucher program. A total of 737,000 people were on waiting lists, and 32 of the authorities are refusing to take new applications, with a few exceptions for particularly vulnerable populations.

The situation on the West Coast was especially dire, with eight times as many people lingering on waiting lists as receiving aid in San Diego, where the list has topped 108,000. Long waiting lists are also a staple in Washington, Philadelphia, Houston, Honolulu, Little Rock, Ark., and New York, which closed its list years ago.

Will Fischer, director for housing policy for the center, said bolstering the voucher program was the most important single move the federal government could make to address the homelessness crisis.

"Look, the public housing money is urgently needed — but it would be for existing units, for families who already have a place to live," he said. "And most of the other funding in the proposal actually serves people a little bit higher up the income scale."

Representative Ritchie Torres, a Bronx Democrat whose district is among the poorest in the country, said housing always seemed to be listed as the third, fourth or fifth priority of many liberal lawmakers.

When House Democrats peppered Mr. Biden with questions about the social spending package at a meeting in the Capitol this month, Mr. Torres — a former chairman of the New York City Council housing committee — was stunned when he realized no one had asked the president about rental aid, and spoke up.

Mr. Biden responded by promising he would "protect" housing, without elaborating, Mr. Torres said.

Contra Costa County

To: Board of Supervisors

From: Monica Nino, Clerk of the Board

Date: November 9, 2021

Subject: 2022 Meeting Schedule for the Housing Authority Board of Commissioners

RECOMMENDATIONS

ADOPT the proposed 2022 meeting schedule for the Housing Authority of the County of Contra Costa Board of Commissioners, which has been coordinated with the Contra Costa County Board of Supervisors and the Contra Costa County Fire Protection District Board of Directors:

March 8
May 17
July 12
September 13
December 6

BACKGROUND

Each year, the Board of Commissioners adopts a meeting schedule that designates regular meeting dates and any dates on which meetings must be canceled in anticipation that a quorum of the Board will not be present. The proposed meeting schedule provides 5 meetings for the Board of Commissioners and has been coordinated with the Contra Costa County Board of Supervisors and the Contra Costa County Fire Protection District. The proposed meeting schedule recognizes the

Action of Board On: **11/09/2021** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF COMMISSIONERS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: November 9, 2021

Joseph Villarreal, Executive Director

By: , Deputy

Contact: Jami Morritt
925-655-2005

cc:

BACKGROUND (CONT'D)

time demands on the Board members due to their participation on committees, and numerous regional and local legislative bodies and task forces, which require preparation, attendance, and involve travel. There are legal provisions to schedule a special meeting to address any urgent need that cannot be accommodated in the standing meeting schedule. The 2022 proposed meeting schedule has been prepared in consultation with the incoming Board Chair and the County Administrator and is recommended for the Board's adoption. The Board of Supervisors has already adopted its schedule.

FISCAL IMPACT

No fiscal impact.

ATTACHMENTS

2022 Combined Meeting Schedule for Board of Supv, Housing Authority and Fire District

CONTRA COSTA COUNTY BOARD OF SUPERVISORS
2022 MEETING SCHEDULE

	MEETING DATES (Tuesdays)	MEET OR NO MEETING	HOUSING AUTHORITY/ CCCFPD	SPECIAL EVENT
	Jan 04	No Meeting		
**	Jan 11	Meet		Reorganization Meeting
**	Jan 18	Meet	FIRE	Dr. Martin Luther King, Jr. Celebration
	Jan 25	Meet		Board Retreat
	Feb 01	Meet		
	Feb 08	Meet	FIRE	
	Feb 15	No Meeting		NACo Legislative Conf, February 12-16, Washington D.C.
	Feb 22	No Meeting		President's Day
	Mar 01	Meet		
	Mar 08	Meet	HA/FIRE	Service Awards
	Mar 15	No Meeting		
	Mar 22	Meet		
**	Mar 29	Meet		Cesar Chavez Celebration
	Apr 05	No Meeting		Spring Break
	Apr 12	Meet		Budget Hearings
**	Apr 19	No Meeting		CSAC Legislative Conf, April 20-21, Sacramento
	Apr 26	Meet	FIRE	
	May 03	No Meeting		
**	May 10	Meet		Budget Adoption
	May 17	Meet	HA/FIRE	
	May 24	Meet		
	May 31	No Meeting		Memorial Day
	Jun 07	Meet	FIRE	
	Jun 14	No Meeting		
	Jun 21	Meet		Service Awards
	Jun 28	No Meeting		
	Jul 05	No Meeting		Independence Day Holiday
	Jul 12	Meet	HA/FIRE	
	Jul 19	No Meeting		NACo Annual Conf, July 21-22, Aurora, Colorado
**	Jul 26	Meet		Truth Forum
	Aug 02	Meet		
	Aug 09	Meet	FIRE	
	Aug 16	Meet		
	Aug 23	No Meeting		Summer Break
	Aug 30	No Meeting		Summer Break
	Sep 06	No Meeting		Labor Day Holiday
**	Sep 13	Meet	HA/FIRE	September 11 Remembrance
	Sep 20	Meet		Service Awards
	Sep 27	No Meeting		
	Oct 04	Meet		
	Oct 11	Meet	FIRE	
	Oct 18	Meet		
	Oct 25	Meet		
	Nov 01	Meet		
**	Nov 08	Meet	FIRE	Veterans Day Recognition
	Nov 15	No Meeting		CSAC Annual Meeting, Nov 14-18, Orange County
	Nov 22	No Meeting		Thanksgiving
	Nov 29	Meet		
	Dec 06	Meet	HA/FIRE	
	Dec 13	Meet		
	Dec 20	No Meeting		Christmas
	Dec 27	No Meeting		

***Special BOS Celebration or Hearing*

adopted October 19, 2021

Contra Costa County

To: Contra Costa County Housing Authority Board of Commissioners

From: Joseph Villarreal, Housing Authority

Date: November 9, 2021

Subject: AWARD OF CONSTRUCTION CONTRACT FOR ROOF AND HVAC REPLACEMENT PROJECT, 3133 ESTUDILLO STREET, MARTINEZ (Master Agreement 14-5903)

RECOMMENDATIONS

(1) **APPROVE** plans, specifications, and design for the Roof and HVAC Replacement Project, 3133 Estudillo Street, Martinez.

(2) **AWARD** the construction contract for the above project to Garland/DBS, Inc. ("Garland"), the lowest bidder for the piggy-backed Master Agreement described below, in the amounts listed in Garland's proposal ($559,517) and **DIRECT** that Garland shall present two good and sufficient surety bonds (performance and payment) in the amount of $559,517 each and that the Executive Director, or designee, shall prepare the contract.

(3) **AUTHORIZE** the Executive Director, or designee, to approve construction change orders, as needed, up to a maximum total of 10% ($55,952), which is in addition to the contract award amount.

(4) **ORDER** that, after Garland has signed the contract and returned it, together with the bonds as noted above, certificates of insurance, and any other required documents, and the Executive Director has reviewed and found them to be sufficient, the Executive Director, or designee, is authorized to sign the contract for this Board.

Action of Board On: **11/09/2021** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF COMMISSIONERS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: November 9, 2021

Joseph Villarreal, Executive Director

Contact: 925-957-8028

By: , Deputy

cc:

RECOMMENDATIONS (CONT'D)

(5) **ORDER** that the Executive Director, or designee, is authorized to sign any escrow agreements prepared for this project to permit the direct payment of retentions into escrow or the substitution of securities for moneys withheld by HACCC to ensure performance under the contract, pursuant to Public Contract Code Section 22300.

(6) **DELEGATE**, pursuant to Public Contract Code Section 4114, to the Executive Director, or designee, the Board's functions under Public Contract Code Sections 4107 and 4110.

(7) **DELEGATE**, pursuant to Labor Code Section 6705, to the Executive Director, or to any registered civil or structural engineer employed by HACCC, the authority to accept detailed plans showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection during trench excavation covered by that section.

BACKGROUND

For the past few years, the Central Office Building, located at 3133 Estudillo Street in Martinez, has been experiencing roof leaks and HVAC problems. The roof leaks, which have been increasing in frequency and severity, have been temporarily addressed with patching and other repairs. However, the roofing and the HVAC units installed on the roof are both at the end of their useful lives and require permanent replacement. In addition, there is dry rot damage underneath the roofing that is in need of prompt repair.

Starting with drawings and specifications developed by a contracted architect, HACCC solicited a quote for the roof and HVAC replacement work from Garland/DBS, Inc. (Garland), piggy-backing off of an existing Master Intergovernmental Cooperative Purchasing Agreement between Garland and Cobb County, GA and U.S. Communities (MICPA #14-5903). On September 24, 2021, Garland submitted a proposal to perform the roof and HVAC replacement project for $559,517. Staff has reviewed the bid price, which reflects the same pricing as the Master Agreement, and is satisfied it is a reasonable price for the substantial work involved.

To enable the roof and HVAC replacement project to be completed this construction season before the rainy season shuts down construction, the Executive Director recommends that the Board take the following actions:

(1) Approve the project design, plans, and specifications, which approval will give design immunity to the Housing Authority.

(2) Award the construction contract for the above project to Garland for $559,517, direct the Executive Director to prepare the contract, and authorize the Executive Director to sign the contract following his review and approval of the signed contract, bonds, and insurance from Garland.

(3) Take the additional related actions listed in the Recommended Actions above.

FISCAL IMPACT

The construction contract will be funded 100% by HUD.

CONSEQUENCE OF NEGATIVE ACTION

Should the Board not award the construction contract, as recommended, the roofing and HVAC equipment at 3133 Estudillo Street, Martinez will remain in marginal condition, with the potential for additional leakage and damage, employee discomfort, and interference with HACCC operations during the upcoming rainy season.