



Wheat Ridge Housing Authority

AGENDA
June 28, 2011

CITY COUNCIL CHAMBERS
4:00 P.M.

Individuals with disabilities are encouraged to participate in all public meetings sponsored by the City of Wheat Ridge. Call Heather Geyer, Public Information Officer at 303-235-2826 at least one week in advance of a meeting if you are interested in participating and need inclusion assistance.

- A. Call Meeting to Order**
- B. Roll Call**
- C. Approval of the Minutes: May 24, 2011**
- D. Officers Reports**
- E. Public Forum**
- F. New Business**
 - 1. Bid Proposals -3695 High Court**
 - 2. Fruitdale School update**
 - 3. 5610 W. 36th Place update**
 - 4. Report on NAHRO Conference**
- G. Unfinished Business**
- J. Other**
- K. Adjournment**

WRHA

WHEAT RIDGE HOUSING AUTHORITY MINUTES May 24, 2011

1. CALL THE MEETING TO ORDER

The meeting was called to order by Chair BRUNGARDT at 4:00 p.m. in the City Council Chambers of the Municipal Building, 7500 West 29th Avenue, Wheat Ridge, Colorado.

2. ROLL CALL OF MEMBERS

Authority Members Present:

Cheryl Brungardt
Joseph DeMott
Janice Thompson
Katie Vanderveen

Authority Members Absent:

Kathy Nuanes

Staff Members Present:

Sally Payne, Deputy Director
Dick Matthews, WRHA Accountant
Betty Maybin, Cornerstone Realty
Ann Lazzeri, Recording Secretary

3. APPROVAL OF MINUTES – April 22 and April 26, 2011

It was moved by Janice Thompson and seconded by Katie Vanderveen to approve the minutes of April 22, 2011 as presented. The motion carried 4-0.

It was moved by Katie Vanderveen and seconded by Janice Thompson to approve the minutes of April 26, 2011 as presented. The motion carried 4-0.

4. NEW BUSINESS

A. Presentation of WRHA Balance Sheet

Dick Matthews reviewed the Housing Authority's balance sheet.

B. Maintenance of single family homes

Sally Payne reported that a service request was received on the property at 4330 Upham regarding the condition of the yard and an unlicensed vehicle

on the property. The service request was followed up with Jefferson County Housing Authority (JCHA). Henry Wehrdt of JCHA contacted the tenants who have since put a cover on the unlicensed vehicle and removed some of the trash and debris.

Bid documents have been released and are due May 31, 2011 for work on the High Court property.

C. Update on Fruitdale School

Sally Payne reported that Weston & Associates who are working on development of the 44th and Wadsworth urban renewal site conducts an annual employee clean-up program. They have chosen the Fruitdale School building clean-up as this year's project. Two developers have expressed interest in touring the building when clean-up is complete. The Temple Buell Foundation has expressed interest in the building only if the use is focused on youth development.

The Historical Society and preservation architects have been contacted. Sally Payne has also talked with the archivist for Jeffco Schools to obtain historical documentation on the building.

D. WRHA brochure

Sally Payne asked for feedback from the Authority regarding information to be contained in a brochure for WRHA. A logo for the Housing Authority was also discussed.

E. Emailing packet materials to Board members

A suggestion was made at a previous meeting to send packet materials via email rather than having them delivered to members' homes.

Sally Payne reported that WRHA bylaws state material for special meetings must be delivered. However, there is no restriction on material for regular meetings.

It was moved by Katie Vanderveen and seconded by Joseph DeMott that Housing Authority meeting packets be sent to members via e-mail. The motion carried 4-0.

5. UNFINISHED BUSINESS

Cheryl Brungardt reported that a bid was placed on a home at 5610 West 36th Place. The bid was accepted in the amount of \$134,000. Eric Stevens did a

walk-through to estimate rehab costs. The \$5,000 Wells Fargo grant awarded to the Housing Authority can be used on this project.

It was moved by Joe DeMott and seconded by Janice Thompson to direct Cornerstone Realty to complete the sale at 5610 West 36th Place. The motion carried 4-0.

It was moved by Joseph DeMott and seconded by Janice Thompson that, following the closing on 5610 West 36th Place, direction be given to Eric Stevens to do a complete cost analysis for rehab on the property located at 5610 West 36th Place. The motion carried 4-0.

6. OTHER

There was no other business to come before the Authority.

7. ADJOURNMENT

It was moved by Janice Thompson and seconded by Joseph DeMott to adjourn the meeting at 5:23 p.m. The motion carried 4-0.

Cheryl Brungardt, Chair

Ann Lazzeri, Secretary

Proposal Summary

WRHA 3695 High Cr
3695 High Court
Wheat Ridge, CO 80033

Item	Description	Internal Estimate	COLORADO CUSTOM TRIM	INTEGRATED CONSTRUCTION	UO-D ENTERPRISES, INC.	Nauset West, LLC	PG CONSTRUCTION SERVICES,
	Total	82,390.00	88,906.00	108,535.00	108,940.00	93,095.00	95,347.00
1	Replace Front Sidewalk: Remove existing front cu	600.00	720.00	1,495.00	650.00	760.00	667.00
2	Replacement Concrete Driveway: Remove the ex	8,000.00	9,360.00	9,295.00	9,950.00	6,525.00	11,067.00
3	Construct New Deck: Construct new deck and rai	3,200.00	2,061.00	4,595.00	3,560.00	3,350.00	3,291.00
4	Garage Reconstruction: Reframe and add header	600.00	1,900.00	709.00	720.00	625.00	357.00
5	New Two-Car Garage Door: Provide and install a	1,000.00	1,600.00	2,223.00	850.00	1,350.00	1,714.00
6	Pedestrian Door to Garage: Remove existing, and	450.00	1,000.00	690.00	850.00	425.00	427.00
7	Complete Roof Replacement: Remove all layers o	7,040.00	9,576.00	7,410.00	9,710.00	8,600.00	6,000.00
8	Crawlspace Insulation for Conditioned Space: In t	1,000.00	1,307.00	923.00	860.00	2,950.00	1,107.00
10	Air Sealing and Weatherstripping: Note: Air sealin	800.00	400.00	552.00	590.00	1,175.00	699.00
11	Attic Insulation (Energy Audit): Air seal leaks prior	1,200.00	1,505.00	871.00	1,250.00	1,400.00	1,692.00
12	Entry Doors (2): Remove existing, and provide an	1,500.00	2,400.00	1,270.00	1,600.00	875.00	1,221.00
13	New Exterior Patio Door (1): Provide and install a	1,500.00	1,100.00	3,685.00	2,420.00	1,900.00	1,968.00
14	New Interior Pocket Doors (3): Provide and instal	1,200.00	900.00	1,210.00	1,370.00	1,250.00	1,638.00
15	New Interior Doors (5): Provide and install new in	1,500.00	1,000.00	950.00	1,580.00	1,500.00	1,275.00
16	Change Existing Windows (2): Remove the west	900.00	1,650.00	1,212.00	850.00	475.00	998.00
17	Reconstruction of Bath/Kitchen/Laundry Areas: R	5,000.00	5,000.00	6,600.00	9,230.00	2,250.00	6,640.00
18	Interior Painting: Prepare all interior walls, ceilings	2,800.00	2,500.00	4,345.00	3,730.00	4,300.00	3,792.00
19	Bath Tub/Shower Tile: Remove existing bathtub s	1,200.00	1,200.00	1,163.00	1,320.00	1,425.00	1,354.00
20	New Bath Shower Tile: Install new cement-fiber b	1,000.00	600.00	1,235.00	1,970.00	0.00	0.00
21	New Kitchen Cabinets: Provide and install new ki	7,200.00	6,773.00	6,620.00	9,610.00	7,100.00	6,848.00
22	New Appliances: Provide and install the following	4,800.00	4,620.00	5,525.00	5,430.00	5,900.00	6,131.00
23	New Wood Floor: Provide and install new 3/4" oa	6,000.00	6,575.00	10,672.00	8,070.00	5,820.00	6,400.00
24	New Carpeting: Remove existing and provide and	1,600.00	1,500.00	1,420.00	1,760.00	815.00	1,235.00
25	Sheet Vinyl Flooring: Prepare subfloor and provid	1,200.00	800.00	1,550.00	1,970.00	750.00	1,220.00
26	Bathroom Vents (2): Provide and install new ceili	600.00	800.00	683.00	520.00	600.00	534.00
27	Dryer Vent: Provide for proper venting to the exte	200.00	150.00	195.00	130.00	275.00	134.00
28	Water heater/Gas lines: Move the existing water h	700.00	1,100.00	1,300.00	580.00	1,450.00	761.00
29	New Water and Waste Lines to Laundry: Add was	800.00	950.00	975.00	1,100.00	2,500.00	973.00
30	Toilets (2): Provide and install new white porcelain	1,000.00	1,500.00	1,625.00	980.00	1,590.00	603.00
31	Bathub: Provide and install new white, 5x30"x14	1,000.00	1,200.00	1,235.00	910.00	1,010.00	995.00
32	New Shower Stall: Provide and install new showe	800.00	800.00	2,045.00	1,170.00	1,700.00	1,213.00
33	Lavatories (2): Provide and install in new pedesta	800.00	1,440.00	1,560.00	1,250.00	1,400.00	721.00
34	Forced-Air Heating System (90% or > AFUE) Plu	7,200.00	6,000.00	9,100.00	8,320.00	6,400.00	10,031.00
35	Electrical System Upgrade/Additions: Add to the e	3,500.00	3,000.00	6,245.00	7,540.00	10,200.00	6,800.00
36	Addition and Replacement of Electrical Fixtures:	2,000.00	2,340.00	2,080.00	1,550.00	1,700.00	2,726.00
37	Building Permit Fees: Based on a valuation of the	2,500.00	3,579.00	5,272.00	4,990.00	2,750.00	2,115.00

Proposal Summary

Project: WRHA 3695 High Crft
Property: 3695 High Court, Wheat Ridge, CO 80033

OWNER'S CONTRACTOR SELECTION

I/we certify that based on the submitted bids and analysis of the bid, I/we select the following Contractor to perform the work on the Project:

Selected Contractor: _____ Bid Submitted \$ _____

If other than the lowest qualified bidder was selected, please state your explanation of choosing the above:

The submitted Bid Sum of \$ _____ is selected for the Contract Amount.

or

The submitted Bid Sum of \$ _____ has been revised through negotiation with the selected Contractor and the Rehab Specialist for a Contract Sum to be \$ _____

The above Contract Sum is based on the following approved changes/addendums to the submitted Bid:

Signed: _____ Date: _____

Owner/Agent