Santa Rosa County
Development Services

Beckie Cato, AICP
Planning and Zoning Director

Rhonda C. Royals
Building Official

MEMORANDUM

TO: Board of County Commissioners

FROM: Erin Malbeck, Housing Program Coordinator

THROUGH: Beckie Cato, AICP, Planning Director

SUBJECT: Discussion of Bids Received for State Housing Initiatives Partnership Emergency Repair Project located at 6443 Baxley Rd, Milton 21-2N-28-0000-0302-0000

DATE: February 15, 2016

RECOMMENDATION

Recommend that the Board discuss bids received for State Housing Initiatives Partnership (SHIP) Emergency Repair Project located at 6443 Baxley Road in Milton and award the project to the lowest bidder, along with the approval for the use of funds to exceed the maximum award per unit of $10,000 as described in the Local Housing Assistance plan.

BACKGROUND

The property owners have applied for SHIP program assistance for the replacement of their roof. Based on the inspection, it was determined that along with roof replacement, replacement of damaged joists and decking was also needed. On January, 2016, 4 contractors were emailed a price comparison request for the above mentioned scope of work.

Bids received;

- **Wolfe Construction, Inc.** **$11,700.00**
- **Mike Motes Builders, LLC.** **$12,150.00**
- **Bill Walther Construction, Inc.** **$13,735.00**

Based on the lowest bid price of $11,700.00, plus housing administrative cost of $432.20, total lien against property will be $12,132.20.