



# 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 7868 Highway 4 in Jay

**DATE:** February 15, 2016

## RECOMMENDATION

That the Board discuss bids received for State Housing Initiatives Partnership (SHIP) Emergency Repair Project located at 7868 Highway 4 in Jay 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 to replace the existing septic system and tie all plumbing lines into new system. Based on the permit received from the County Health Department, a normal gravity flow of the drain lines cannot be achieved and will therefore require a pump system. On February 1, 2016, 4 contractors were emailed a price comparison request to replace the existing system per Health Department permit.

Two bids were received;

- **Bill Walther Construction, Inc.**                    **\$11,300.00**
- **Mike Motes Builders, LLC.**                    **\$12,625.00**

Based on the lowest bid price of \$11,300.00, plus housing administrative cost of \$860.20, total lien against property will be \$12,160.20.

Santa Rosa County Public Service Complex  
6051 Old Bagdad Highway, Suite 202 Milton, Florida 32583  
[www.santarosa.fl.gov](http://www.santarosa.fl.gov)  
Office: (850) 981-7000