

# STAFF REPORT

## Lancaster Redevelopment Agency

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03/08/11
MVB

Date: March 8, 2011

To: Chairman Parris and Agency Directors

From: Elizabeth Brubaker, Housing & Neighborhood Revitalization Director

**Subject: List of Qualified Contractors & Sub-contractors for Housing Programs**

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### **Recommendation:**

Approve the expanded “List of Qualified Contractors and Sub-contractors” for Housing & Neighborhood Revitalization Programs.

### **Financial Impact:**

Funds appropriated for the approved programs outlined below in the FY 2010/11 budget.

### **Background:**

On October 14, 2008, the Lancaster Redevelopment Agency Board first approved the Housing & Neighborhood Revitalization Department’s (the “Department”) “List of Qualified Contractors and Sub-contractors.” The Department provides a range of services, programs and projects designed to assist in the maintenance and improvement of the quality of life within Lancaster’s neighborhoods. Qualified contractors and sub-contractors support these services, programs and projects through maintenance, repair and rehabilitation services.

From time to time, the Department finds it necessary to expand the current list of qualified contractors and subcontractors in order to ensure that any number of projects can be carried out in a timely manner. Proposals are solicited through a Request for Qualifications (RFQ) from contractors to provide construction services that support the Department’s programs and projects.

The goal is to make every neighborhood a desirable place to live, work and play by encouraging development and redevelopment through strategic investment of public resources and to make every neighborhood “livable” through code enforcement compliance, neighborhood revitalization and community neighborhood building. In order to accomplish this goal, it will be necessary to address the issues within the neighborhoods in the City of Lancaster through physical improvements, financial incentives and community outreach.

Housing programs were developed pursuant to the Housing Needs Assessment and stated goals of the Department to address these issues. These programs consist of: (1) The Neighborhood Preservation Foreclosure Program; (2) Home Improvement Programs; (3) Rental Housing Rehabilitation Programs; (4) The Mobile Home Grant Program; and, (5) Maintenance Programs.

The Request for Qualifications, posted on the City's internet site, includes seven (7) major service group categories consisting of roofing, painting, plumbing, heating, ventilation and air-conditioning, electrical, physically disabled accessibility and landscaping. Contractors providing services in one or more of the major service categories listed are encouraged to submit a "Statement of Qualifications" (SOQ) for each additional category based upon experience, qualifications and capability.

"Statements of Qualifications" with fee schedules provided in sealed envelopes were received until December 31, 2010. Staff reviewed the new contractor's SOQ's and identified the updated and attached "List of Qualified Contractors and Sub-contractors" to provide services as needed for the City's housing programs through to December 31, 2012. Staff is seeking concurrence from the Agency Board relative to the selection of the recommended additional contractors to the existing "List of Qualified Contractors and Sub-contractors."

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**Attachment:**

List of Qualified Contractors and Sub-contractors