



## EXECUTIVE SUMMARY

MEETING DATE: May 9, 2025

HCR25-037

SUBJECT: Approval of the Award of Contracts for General Contractor Services

COUNCIL DISTRICT: Citywide

ORIGINATING DEPARTMENT: Real Estate

CONTACT/PHONE NUMBER: Emmanuel Arellano (619) 578-7586

### REQUESTED ACTION:

Approve the award of 12 separate contracts for General Contractor Services for the maintenance, renovation, modernization and alteration of properties the San Diego Housing Commission (SDHC) owns and/or manages. These 12 contracts, in aggregate, shall not exceed the sum of \$12,000,000, without further approval of the SDHC Board of Commissioners. The use of these contracts will adhere to and be limited by the Housing Authority-approved operating and capital improvement budgets for the routine and extraordinary property maintenance of the Real Estate portfolio in the corresponding fiscal year in which the contract is utilized.

### EXECUTIVE SUMMARY OF KEY FACTORS:

- These proposed new on-call contracts will proactively replace depleted and expiring contracts and help SDHC meet its plans to maintain and improve its real estate portfolio for the next five years, if annual renewal options are exercised. These contracts of pre-approved vendors do not guarantee minimum work for the contracts and will be utilized solely based on SDHC's needs on an "on-call" basis.
- Property maintenance and capital improvements include work related to the continuous physical preservation of SDHC's Real Estate portfolio, as informed by the Physical Needs Assessment (PNA) reports completed in early 2025, which project out the capital replacement needs of the portfolio over the next 20 years.
- Additionally, these on-call contracts will be available to address unforeseen circumstances, such as remediation and rebuilding, when property incidents and damages occur, such as a flooding event or damage to a unit that requires extensive work after an apartment becomes vacant.
- Readily available, on-call contracts will eliminate the need to procure services for each repair separately, which will shorten the time necessary to address the real estate portfolio's physical needs, ensuring that an affordable unit is available for an eligible family sooner and supporting better fiscal outcomes.
- On March 11, 2025, SDHC issued Requests for Proposals (RFP) for General Contractor Services.
- The RFPs closed on April 11, 2025, and SDHC received 26 proposal responses: 10 for the Valley Vista Apartments (third-party managed), nine for the Kearny Vista Apartments (third-party managed), and seven for the SDHC-managed properties.
- The four highest-ranked proposals for each RFP are shown in the staff report, each with a proposed maximum on-call contract amount up to \$1,000,000. The contract maximum compensation does not constitute a guaranteed award amount or expenditure obligation by SDHC to the respective contractors.
- Expenditures associated with the contracts will be constrained by the fiscal budget for the relevant fiscal year. A similar approach for contracts for services for SDHC's real estate portfolio, including Job Order Contracting agreements, previously has been utilized with the SDHC Board's approval.



## REPORT

**DATE ISSUED:** May 1, 2025

**REPORT NO:** HCR25-037

**ATTENTION:** Chair and Members of the San Diego Housing Commission  
For the Agenda of May 9, 2025

**SUBJECT:** Approval of the Award of Contracts for General Contractor Services

**COUNCIL DISTRICT:** Citywide

***Advance notice of San Diego Housing Commission (Housing Commission) hearing of the following matter has been provided to the Housing Authority Members pursuant to the provisions of San Diego Municipal Code Section 98.0301(e)(4)(A)-(B).***

### **REQUESTED ACTION**

Approve the award of 12 separate contracts for General Contractor Services for the maintenance, renovation, modernization and alteration of properties the San Diego Housing Commission (SDHC) owns and/or manages. These 12 contracts, in aggregate, shall not exceed the sum of \$12,000,000, without further approval of the SDHC Board of Commissioners. The use of these contracts will adhere to and be limited by the Housing Authority-approved operating and capital improvement budgets for the routine and extraordinary property maintenance of the Real Estate portfolio in the corresponding fiscal year in which the contract is utilized.

### **STAFF RECOMMENDATION**

That the San Diego Housing Commission (SDHC) Board of Commissioners (Board) take the following actions:

- 1) Authorize the President and Chief Executive Officer (President and CEO), or designee, to enter into construction service agreements with the contractors referenced within this report based upon procurements previously competitively bid and awarded.
- 2) Approve the award of 12 separate contracts for General Contractor Services that include an initial one-year term, with four additional one-year contract renewal options, to the following companies. These 12 contracts, in aggregate, shall not exceed the sum of \$12,000,000, without further approval of the SDHC Board of Commissioners. The use of these contracts will adhere to and be limited by the Housing Authority-approved operating and capital improvement budgets for the routine and extraordinary property maintenance of the Real Estate portfolio in the corresponding fiscal year in which the contract is utilized:

Contractor	Properties	Proposed Maximum On-Call Contract Amount
Tiger Construction, LLC	Kearny Vista (Third-Party PM)	\$1,000,000
Hasenin Enterprises, LLC	Kearny Vista (Third-Party PM)	\$1,000,000
Premium West Services	Kearny Vista (Third-Party PM)	\$1,000,000
Grondin Construction	Kearny Vista (Third-Party PM)	\$1,000,000
Hasenin Enterprises, LLC	Valley Vista (Third-Party PM)	\$1,000,000
Tiger Construction, LLC	Valley Vista (Third-Party PM)	\$1,000,000
Premium West Services	Valley Vista (Third-Party PM)	\$1,000,000

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C&S Technical Resources, Inc	Valley Vista (Third-Party PM)	\$1,000,000
Tiger Construction, LLC	SDHC-Managed Properties	\$1,000,000
Premium West Services	SDHC-Managed Properties	\$1,000,000
Grondin Construction	SDHC-Managed Properties	\$1,000,000
Strong Arm Construction & Comp, Inc	SDHC-Managed Properties	\$1,000,000

- 3) Authorize the President and CEO, or designee, to substitute the identified contract funding sources with other available funding sources as long as the total activity budget amount after substitution does not exceed the total approved budget, should the operational need arise or should actions be to the benefit of SDHC and its mission.
- 4) Authorize the President and CEO, or designee, to execute all documents and instruments necessary and/or appropriate to implement these approvals, in a form approved by General Counsel, and take such actions as are necessary and/or appropriate to implement these approvals, provided a copy of the documents, signed as to form by General Counsel, is submitted to each Housing Commissioner.

### **SUMMARY**

SDHC has an ongoing need to maintain and improve the real estate portfolio of properties it currently owns and/or manages. The properties include affordable rental housing sites, limited liability company sites, public housing sites and permanent supportive housing sites. To meet this need more effectively, SDHC staff identified engaging in on-call contracts for General Contractor Services as a procurement method that enables staff to execute routine and reoccurring construction type projects quickly and efficiently. These new on-call contracts will proactively replace depleted and expiring contracts and help SDHC meet its plans to maintain and improve its real estate portfolio for the next five years, if annual renewal options are exercised. These contracts of pre-approved vendors do not guarantee minimum work for the contracts and will be utilized solely based on SDHC's needs on an "on-call" basis.

Property maintenance and capital improvements include work related to the continuous physical preservation of SDHC's Real Estate portfolio, as informed by the Physical Needs Assessment (PNA) reports completed in early 2025, which project out the capital replacement needs of the portfolio over the next 20 years. Additionally, these on-call contracts will be available to address unforeseen circumstances, such as remediation and rebuilding, when property incidents and damages occur, such as a flooding event or damage to a unit that requires extensive work after an apartment becomes vacant. SDHC will engage a general contractor to address the repair needs above and beyond Maintenance Technicians' job description and expertise. Readily available, on-call contracts will eliminate the need to procure services for each repair separately, which will shorten the time necessary to address the real estate portfolio's physical needs, ensuring that an affordable unit is available for an eligible family sooner and supporting better fiscal outcomes. The General Contractor will perform in accordance with pre-bid construction rate by trade as well as the scope of work verified and approved by SDHC's Development Services Department or by a Construction Management Consultant hired by SDHC.

On March 11, 2025, SDHC issued Requests for Proposals (RFP) for General Contractor Services. The RFP was posted and made available for download on both the SDHC's PlanetBids portal and the City of San Diego's PlanetBids site. Additionally, over 1,700 email notifications were distributed to vendors through SDHC's public engagement platform, Public Input, to ensure broad awareness and encourage maximum participation. During the bid period, a total of 106 bid packages were downloaded by interested parties.

The RFPs closed on April 11, 2025, and SDHC received 26 proposal responses: 10 for the Valley Vista Apartments (third-party managed), nine for the Kearny Vista Apartments (third-party managed), and seven for the SDHC-managed properties.

The RFP evaluation panel evaluated, scored and ranked the proposals based on the following criteria:

- Company Experience and Qualifications
- Company Technical Capabilities
- Cost Proposal
- Company Assurances of Nondiscrimination

The evaluation panel subsequently met to review the scores. The four highest-ranked proposals for each RFP are presented in the table below. A copy of the evaluation scoring form is provided as Attachment 1.

Contractor	Properties	Proposed Maximum On-Call Contract Amount
Tiger Construction, LLC	Kearny Vista (Third-Party PM)	\$1,000,000
Hasenin Enterprises, LLC	Kearny Vista (Third-Party PM)	\$1,000,000
Premium West Services	Kearny Vista (Third-Party PM)	\$1,000,000
Grondin Construction	Kearny Vista (Third-Party PM)	\$1,000,000
Hasenin Enterprises, LLC	Valley Vista (Third-Party PM)	\$1,000,000
Tiger Construction, LLC	Valley Vista (Third-Party PM)	\$1,000,000
Premium West Services	Valley Vista (Third-Party PM)	\$1,000,000
C&S Technical Resources, Inc	Valley Vista (Third-Party PM)	\$1,000,000
Tiger Construction, LLC	SDHC-Managed Properties	\$1,000,000
Premium West Services	SDHC-Managed Properties	\$1,000,000
Grondin Construction	SDHC-Managed Properties	\$1,000,000
Strong Arm Construction & Comp, Inc	SDHC-Managed Properties	\$1,000,000

SDHC intends to utilize these contracts on an on-call, as-needed basis. As noted above, each contract will have a maximum annual capacity of \$1,000,000. The contracts will be administered in accordance with SDHC Administrative Regulation No. 203.100 and the Statement of Procurement Policy No. PO-PUR-373.01.

The use of these contracts will adhere to and be limited by the Housing Authority-approved operating and capital improvement budgets for the routine and extraordinary property maintenance of the Real Estate portfolio in the corresponding fiscal year in which the contract is utilized. A similar approach for contracts for services for SDHC's real estate portfolio, including Job Order Contracting agreements, previously has been utilized with the SDHC Board's approval.

### **FISCAL CONSIDERATIONS**

Because the proposed contracts for General Contractor Services are structured as on-call, as-needed contracts, the contract maximum compensation does not constitute a guaranteed award amount or expenditure obligation by SDHC to the respective contractors. Neither do the specified maximum contract amounts constitute a budgetary encumbrance or obligation by SDHC. Approving these actions will not affect the Fiscal Year 2025 Housing Authority-approved budget or the proposed Fiscal Year 2026 budget. Expenditures associated with the contracts will be constrained by the approved operating and capital improvement budgets for the routine and extraordinary property maintenance of the Real Estate portfolio for the relevant fiscal year. A similar approach for contracts for services for SDHC's real

estate portfolio, including Job Order Contracting agreements, previously has been utilized with the SDHC Board's approval.

### **SDHC STRATEGIC PLAN**

This item relates to Strategic Priority Area No. 1 in SDHC's Strategic Plan for Fiscal Year (FY) 2022-2024: Increasing and Preserving Housing Solutions. SDHC is in the process of developing a new Strategic Plan.

### **NONDISCRIMINATION ASSURANCE**

At SDHC, we're about people. We are committed to ensuring a compassionate, person-centered approach to SDHC's programs, policies, projects and activities and to serving our community impartially, fairly and without bias. We are also committed to ensuring compliance with all applicable federal, state and local laws and protections to the extent that they affect this action relative to nondiscrimination.

All contractors are required to submit Equal Opportunity Contracting forms and Workforce Reports with each contract execution or renewal.

### **KEY STAKEHOLDERS and PROJECTED IMPACTS**

Stakeholders include residents at properties that SDHC owns and/or manages and SDHC's Property Management Department.

### **ENVIRONMENTAL REVIEW**

#### California Environmental Quality Act

General contractor services are categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Existing Facilities), which allows the operation, repair, maintenance permitting, leasing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use.

#### National Environmental Policy Act

NEPA review and approval will be processed for the contracts utilizing federal funds. The parties agree that the provision of any federal funds as the result of this action is conditioned on the City of San Diego's final NEPA review and approval.

Respectfully submitted,



Emmanuel Arellano  
Vice President Asset Management  
Real Estate Division

Approved by,



Lisa Jones  
President and Chief Executive Officer  
San Diego Housing Commission

Attachment: On-Call General Contracting Services Evaluation Criteria

A printed copy is available for review during business hours at the information desk in the main lobby of SDHC's offices at 1122 Broadway, San Diego, CA 92101. Docket materials are also available in the "Governance & Legislative Affairs" section of SDHC's website at [www.sdhc.org](http://www.sdhc.org).

## On-Call General Contracting Services Evaluation Criteria

On-Call General Contracting Services Evaluation Criteria	
POINTS AVAILABLE	CATEGORY
30 Points	<u>Qualification &amp; Experience</u>  Provide narrative detailing relevant experience to include but not limited to: <ul style="list-style-type: none"> <li>Describe your firm's background and experience, services, size, and history as these factors are relevant to general contractor services.</li> <li>Describe your team's experience with work on similar scopes of services and include all current licenses.</li> <li>Include all applicable resumes and work experiences of key personnel assigned.</li> <li>Provide at least three client references from whom your firm has performed general contractor services. For each client, describe the project, services performed, and provide the name, address, and telephone number for a person at client's firm familiar with such work.</li> </ul>
25 Points	<u>Technical</u>  Company provided detailed information regarding the firm's technical capabilities to include but not limited to: <ul style="list-style-type: none"> <li>Provide a statement of your firm's understanding of the work to be performed.</li> <li>Describe your firm's ability to carry out the specified scope of services.</li> <li>Provide an example of completing work on schedule within the past year.</li> </ul>
30 Points	<u>Cost Proposal</u>  As described on the Compensation Terms quote sheet
15 Points	<u>Assurance of Non-Discrimination</u> Contractor shall demonstrate its compliance with federal and state (as applicable) non-discrimination and equal opportunity regulations and policies. Provide a narrative detailing the Contractor's knowledge, experience, and demonstrated commitment to refrain from unfair treatment and encourage proactive inclusion of all protected classes as outlined in both applicable federal and state regulations.  Be sure to provide proactive activities and initiatives which may include but are not limited to: <ul style="list-style-type: none"> <li>Knowledge in the principles and practices of non-discrimination regulatory requirements;</li> <li>Recruitment/workplace practices, engagement and outreach efforts to ensure contractor is not unlawfully discriminating in its recruitment, promotion and other related Human Resources (HR) activities;</li> <li>Outreach and engagement efforts to ensure Contractor is not unlawfully discriminating in its subcontracting opportunities.</li> </ul>
100 Points	Total Possible Points