

**RESOLUTION NO. 1990**

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RICHMOND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A SERVICE CONTRACT WITH ASSET WORKS CONSULTING SERVICES TO CONDUCT A HOUSING AUTHORITY FIXED ASSET INVENTORY FOR AN AMOUNT NOT TO EXCEED \$40,000**

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**WHEREAS**, the Housing Authority is in need of consulting services to conduct a fixed asset inventory and on November 5, 2014 the Housing Authority issued a Request For Proposals (RFP) which was posted on the City of Richmond's bids online, with proposals due on November 24, 2014; and

**WHEREAS**, there were eight-hundred and forty-two (842) vendors notified, and in response to this RFP two (2) proposals were submitted; and

**WHEREAS**, the proposals were rated based on the criteria identified in the RFP, and determined compliant; and

**WHEREAS**, the vendor recommended scored the highest amongst the two proposals submitted based on the RFP selection criteria; and

**WHEREAS**, Asset Works has been determined to be fully capable of undertaking the scope as outlined in the RFP, and submitted a fee proposal well in line with the Independent Cost Estimate (ICE) for this service;

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RICHMOND, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, THAT:**

The executive director is hereby authorized to execute a contract with Asset Works Consulting Services in an amount not to exceed \$40,000 to conduct a fixed asset inventory for the Housing Authority, and the Executive Director is hereby authorized to take all actions necessary to implement the foregoing resolution.

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The foregoing resolution was passed and adopted by the Commissioners of the Housing Authority of the City of Richmond at a special meeting thereof held on Tuesday December 16, 2014, by the following vote:

AYES: Commissioners Bates, Boozé, Butt, Rogers, Myrick, Vice Chairperson Beckles, Housing Tenant Commissioners Thompson, and Chairperson McLaughlin.

NOES: None.

ABSTENTIONS: None.

ABSENT: Housing Tenant Commissioners Hall.

GAYLE MCLAUGHLIN

Chairperson

[SEAL]

ATTEST:

DIANE HOLMES

Secretary

Approved as to form:

BRUCE GOODMILLER

Attorney

State of California            }  
County of Contra Costa       : ss.  
City of Richmond             }

I certify that the foregoing is a true copy of **Resolution No. 1990** finally passed and adopted at a Special Housing Authority Meeting held on December 16, 2014.