

HOUSING AUTHORITY RESOLUTION NO. 2004

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RICHMOND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH COOPER HAWKINS TO PROVIDE BOILER MAINTENANCE SERVICES AT THE HOUSING AUTHORITY'S MID-RISE PUBLIC HOUSING DEVELOPMENTS FOR \$30,000 PER YEAR FOR ONE YEAR WITH TWO OPTIONAL ONE-YEAR EXTENSIONS

WHEREAS, it is anticipated that the Housing Authority's mid-rise public housing developments will require routine boiler maintenance services on a regular basis, and additionally, non-routine emergency situations that require troubleshooting expertise of a boiler maintenance service provider will occur; and

WHEREAS, the boiler maintenance service contract will allow the Housing Authority to respond to these routine and non-routine service needs in a much more efficient and timely manner, and streamline the service response time and ensure that all costs associated with the Housing Authority's boiler maintenance service needs are RHA Board approved; and

WHEREAS, as On December 17, 2014, the Housing Authority issued a Request for Proposals (RFP) for a boiler maintenance service provider, and the RFP was posted on the City's BidsOnline System; and

WHEREAS, there were one-hundred and twenty-seven (127) vendors notified and seventeen (17) prospective bidders downloaded copies of the proposal and on January 20, 2015 one (1) compliant proposal was received; and

WHEREAS, the vendor, Cooper Hawkins, was determined to be highly qualified based on the RFP selection criteria, and fully capable of undertaking the scope as outlined in the RFP; and

WHEREAS, as provided in the Housing Authority's Procurement Policy and the Department of Housing and Urban Development (HUD) procurement guidelines, a single source may be selected if the Housing Authority solicits offers from multiple sources but receives only one, as was the case with this procurement; and

WHEREAS, the Independent Cost Estimate (ICE) was based on actual cost incurred for this service over the last fiscal year, and the recommended contract amount was also based on this information;

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 authorized to execute a contract with Cooper Hawkins to provide boiler maintenance services at the Housing Authority's mid-rise public housing developments for \$30,000 per year for one year with two optional one-year extensions. The Executive Director is hereby further authorized to take all actions necessary to implement the foregoing resolution.

The foregoing resolution was passed and adopted by the Commissioners of the Housing Authority of the City of Richmond at a meeting thereof held on July 7, 2015, by the following vote:

AYES: Commissioners, Beckles, Martinez, McLaughlin, Pimplé, Vice Chairperson Myrick, Chairperson Butt, and Housing Authority Tenant Commissioners Johnson and Sutton.

NOES: None.

ABSTENTIONS: None.

ABSENT: Councilmember Bates.

TOM BUTT
Chairperson

[SEAL]

ATTEST:

PAMELA CHRISTIAN
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. 2004** finally passed and adopted at a Special Housing Authority Meeting held on July 7, 2015.



SECRETARY OF THE HOUSING AUTHORITY