

RESOLUTION NUMBER 2014

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RICHMOND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE SERVICE CONTRACT AMENDMENT 2 WITH PATEL & ASSOCIATES TO PERFORM ANNUAL HOUSING AUTHORITY AUDITS FOR FISCAL YEARS ENDING JUNE 30, 2013, 2014, 2015 AND 2016 IN AN AMOUNT NOT TO EXCEED \$38,725 FOR A TOTAL AMOUNT OF \$150,000

WHEREAS, the Housing Authority is in need of audit services and on July 29, 2013 a Request For Proposal (RFP) was posted on the City of Richmond's bids online, with proposals due on August 19, 2013; and

WHEREAS, there were 94 vendors that were notified and the RFP was downloaded by 16 interested parties resulting in three (3) proposals being submitted; and

WHEREAS, the proposals were evaluated by committee consisting of the City of Richmond Chief Accountant, the City of Richmond Housing Authority Finance Manager and the Oakland Housing Authority's Chief Financial Officer; and

WHEREAS, the three responses received were reviewed and ranked absent their cost proposals, and after initial points were assigned the cost proposals were then considered by committee assigning an additional 10 points for cost for a maximum score of 145 points; and

WHEREAS, the RFP provides that the Housing Authority may select the bidder determined to be the most responsive and responsible to provide the services needed, and Patel & Associates was determined to be the most responsive and responsible bidder scoring the highest maximum points and submitting the lowest cost proposal; and

WHEREAS, on October 15, 2013 the Housing Authority Board of Commissioners adopted a resolution authorizing the execution of a contract with Patel & Associates; and

WHEREAS, on September 15, 2015 the Board of Commissioners adopted the first contract amendment extending the term of the contract to October 15, 2016, and the audit for fiscal year ending 2016 is anticipated to be much more complex with the disposition of one public housing development and the conversion of two additional public housing developments;

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 contract amendment 2 with Patel & Associates for an amount not to exceed \$38,725 for a total amount of \$150,000, and the Executive Director is hereby 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 February 16, 2016, by the following vote:

AYES: Commissioners Bates, Beckles, McLaughlin, Myrick, Pimplé, Vice Chairperson Martinez, and Chairperson Butt.

NOES: None.

ABSTENTIONS: None.

ABSENT: None.

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. 2014** finally passed and adopted at a Special Housing Authority Meeting held on February 16, 2016.



SECRETARY OF THE HOUSING AUTHORITY