

**RESOLUTION NO. 2025**

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RICHMOND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH A STEP ABOVE FOR ELEVATOR MAINTENANCE SERVICES AT THE HOUSING AUTHORITY'S MID-RISE PUBLIC HOUSING DEVELOPMENTS TO INCREASE THE PAYMENT LIMIT TO \$50,000 AND EXTEND THE TERM UNTIL JUNE 30 2019**

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

WHEREAS, the elevator maintenance service contract amendment will allow the Housing Authority to respond to these routine and non-routine service needs that have increased over the past fiscal year; and

WHEREAS, the contract amendment will streamline the service response time and ensure that all costs associated with the Housing Authority's elevator maintenance service activities are Board approved; and

WHEREAS, on October 7, 2015 the Housing Authority posted on the City's BidsOnline a request for bids for an elevator maintenance service provider; with sealed bids due October 21, 2015; and

WHEREAS, A Step Above was the successful bidder selected to provide the elevator maintenance service for the Housing Authority's mid-rise public housing developments, and a contract for \$10,000 was executed on December 1, 2015 with A Step Above providing exemplary service; and

WHEREAS, due to the age of the elevators, specifically the elevators located at the Nevin Plaza Senior Public Housing Development, in order to maintain smooth operations of both Elevators A and B, minimum upgrades over and above the routine maintenance service calls and non-routine emergency calls have been required, with substantial modernization is also recommended for the coming fiscal year; and

WHEREAS, these additional service needs necessitated an increase in the annual maintenance costs, and the current service provider's particular familiarity with the elevator system's diagnostics, gained primarily through their troubleshooting problem solving and emergency service calls also supports extending the contract term to ensure a consistency in the level of service provided;

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 amendment with A Step Above for elevator maintenance services, to increase the payment limit to \$50,000 and extend the term to June 30, 2019. 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 special meeting thereof held on December 20, 2016, by the following vote:

AYES: Commissioners Beckles, McLaughlin, Pimplé, Vice Chairperson Martinez, Chairperson Butt.  
NOES: None.  
ABSTENTIONS: None.  
ABSENT: Commissioner Bates and Myrick, and Housing Authority Tenant Commissioners Scott and Smith.

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. 2025**, finally passed and adopted at a Special Housing Authority Meeting held on December 20, 2016.

  
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CLERK OF THE HOUSING AUTHORITY