

**RESOLUTION NO. 2029**

**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 COMMUNICATION SERVICE COMPANY FOR ALARM SYSTEM TESTING, INSPECTIONS AND MAINTENANCE SERVICES FOR THE HOUSING AUTHORITY'S NEVIN PLAZA PUBLIC HOUSING DEVELOPMENT FOR AN AMOUNT NOT TO EXCEED \$30,000 PER YEAR FOR A THREE-YEAR TERM**

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WHEREAS, the Housing Authority's current contract was expiring and therefore another contract with a professional service provider for fire alarm system testing, inspections and maintenance was needed at the Authority's Nevin Plaza public housing development; and

WHEREAS, the Authority solicited bids for routine and as-needed inspection, testing and maintenance services for the fire alarm systems at the Nevin Plaza public housing development and a walk thru for prospective bidders was conducted on Wednesday November 9, 2016 with bids due on Thursday, November 17, 2016 at 3:00 PM; and

WHEREAS, as a result of this procurement effort, two (2) proposals were submitted from Red Hawk Fire & Security and Communication Service Company (CSC) and the bids were reviewed by staff and additional information was requested from each bidder; and

WHEREAS, references were contacted and the Authority received information from the West Contra Costa County Unified School District (WCCUSD) regarding CSC, indicating that CSC had provided several schools with intrusion and fire alarm systems maintenance services, and that CSC has been consistently resolving issues related to upgrading and maintaining their older and outdated systems; and

WHEREAS, upon conclusion of staff's review Communication Service Company was determined to be the most responsible bidder and BBJ Electric, the current service provider, decided not to submit a bid in response to this procurement, and there were no bids submitted by City of Richmond businesses; and

WHEREAS, as required by the HUD handbook section 7460.8 rev2, which is an attachment to the Authority's procurement policy, offers were solicited from multiple sources; the bids were reviewed and the most responsible bidder was determined; and

WHEREAS, this contract will help provide continued services and ensure that all costs and activities associated with the Housing Authority's alarm system testing, inspections and maintenance services at Nevin Plaza are Board approved,

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 Communication Service Company for fire alarm system testing, inspections and maintenance services for the Housing Authority's Nevin Plaza public housing development for an amount not to exceed \$30,000 per year for a three-year term, 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 meeting thereof held on February 21, 2017, by the following vote:

AYES: Commissioners Choi, Martinez, McLaughlin, Myrick, Willis, Vice Chairperson Beckles, Chairperson Butt, Housing Authority Tenant Commissioners Scott and Smith.

NOES: None.

ABSTENTIONS: None.

ABSENT: None.

TOM BUTT  
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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. 2029**, finally passed and adopted at a Special Housing Authority Meeting held on February 21, 2017.

  
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CLERK OF THE HOUSING AUTHORITY