

**RESOLUTION NO. 1945**

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RICHMOND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH FINAL CUT CONSTRUCTION TO PROVIDE PUBLIC HOUSING MAINTENANCE SERVICES**

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**WHEREAS**, a recently concluded audit of the Housing Authority's procurement activity required that the services to provide public housing maintenance service be re-procured; and

**WHEREAS** the Housing Authority is in need of maintenance services for its Public Housing developments because one of the most important steps to successfully managing public housing units is the cleaning and preparation of vacated units; and

**WHEREAS**, the Housing Authority requested proposals from maintenance firms and General Contractors who were both qualified and interested in providing maintenance, cleaning and preparing vacant units and work-order response services for the Housing Authority's public housing developments; and

**WHEREAS**, on August 23, 2010 an RFP for maintenance service was released with five (5) proposals submitted, and Final Cut Construction determined to be the most successful bidder; and

**WHEREAS**, this entire procurement process was reviewed and approved by the U.S. Department of Housing and Urban Development's (HUD) San Francisco Field Office.

**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:**

1) The Executive Director is hereby authorized to execute a contract with Final Cut Construction for a term of one-year with three optional one-year extensions to provide maintenance services for Richmond Housing Authority's public housing developments at a cost of \$240,000 annually; and

2) 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 February 15, 2011, by the following vote:

AYES: Commissioners Bates, Beckles, Booze, Vice Chairperson Butt, Housing Tenant Commissioner Hall Housing Tenant Commissioners Thompson, and Chairperson McLaughlin.

NOES: None.

ABSTENTIONS: None.

ABSENT: Commissioner Ritterman.

GAYLE MCLAUGHLIN

Chairperson

[SEAL]

ATTEST:

DIANE HOLMES

Secretary

Approved as to form:

RANDY RIDDLE

Attorney