

RESOLUTION NO. 1994

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RICHMOND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE SERVICE CONTRACTS WITH TWO (2) HOUSING QUALITY STANDARDS (HQS) INSPECTION SERVICE PROVIDERS, STERLING INSPECTION SERVICES AND CMH INSPECTION SERVICES, FOR HQS INSPECTION SERVICES IN AN AMOUNT NOT TO EXCEED \$50,000 PER FIRM PER YEAR OVER A THREE-YEAR PERIOD WITH TWO OPTIONAL ONE-YEAR EXTENSIONS

WHEREAS, the Housing Authority is in need of HQS inspection services and on October 7, 2014, a RFP was posted on the City of Richmond's bids online, with proposals due on October 21, 2014; and

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

WHEREAS, the proposals were evaluated by a panel consisting of the Housing Authority Director, Housing Authority Assisted Housing Manager and a Building Inspector from the City of Richmond; and

WHEREAS, of the three proposals submitted two, Sterling Inspection Services and CMH Inspection Services, were rated higher with noticeable distance from the lowest rated proposal, and both were highly qualified based on the RFP selection criteria; and

WHEREAS, the RFP provides that the Housing Authority may select one or more bidders and both firms were determined to be responsive and responsible to provide the services needed, and fully capable of undertaking the scope as outlined in the RFP;

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 contracts with Sterling Inspection Services and CMH Inspection Services to provide HQS inspection services for an amount not to exceed \$50,000 per firm per year over a three-year period with two optional one-year extensions, 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 January 20, 2015, by the following vote:

AYES: Commissioners Bates, Beckles, Martinez, McLaughlin, Myrick, Tenant Housing Commissioner Thompson, and Chairperson Butt.

NOES: None.

ABSTENTIONS: None.

ABSENT: Tenant Commissioner Hall.

TOM BUTT
Chairperson

[SEAL]

ATTEST:

DIANE HOLMES
Secretary

Approved as to form:

BRUCE GOODMILLER
Attorney

Certified as a True Copy
Daniela Christian, Deputy
CLERK OF THE CITY OF RICHMOND, CA

State of California }
County of Contra Costa : ss.
City of Richmond }

I certify that the foregoing is a true copy of **Resolution No. 1994** finally passed and adopted at a Special Housing Authority Meeting held on January 20, 2015.