

RESOLUTION NO. 1983

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RICHMOND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE SERVICE CONTRACTS WITH B&B PROFESSIONAL LOCKSMITH AND ALPHA LOCK AND KEY FOR AS-NEEDED LOCKSMITH 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 locksmith services and on August 12, 2014 a RFP was posted on the City of Richmond's bids online, with proposals due on August 27, 2014; and

WHEREAS, there were 10 vendors that were notified and the RFP was downloaded by all 10 vendors resulting in two (2) proposals being submitted; and

WHEREAS, the proposals were evaluated by a panel consisting of the Housing Authority Director, Housing Authority Management Analyst II and Housing Authority Customer Service Coordinator; and

WHEREAS, the two vendors that the panel recommended; B&B Professional Locksmith and Alpha Lock and Key, were both 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 with fee proposals well in line with industry standards;

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 B&B Professional Locksmith and Alpha Lock and Key for as-needed locksmith services in 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 special meeting thereof held on Tuesday October 7, 2014, by the following vote:

AYES: Commissioners Bates, Boozé, Butt, Rogers, Myrick, Vice Chairperson Beckles, Housing Tenant Commissioners Hall, Thompson, and Chairperson McLaughlin.

NOES: None.

ABSTENTIONS: None.

ABSENT: None.

GAYLE MCLAUGHLIN

Chairperson

[SEAL]

ATTEST:

DIANE HOLMES

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. 1983** finally passed and adopted at a Special Housing Authority Meeting held on October 7, 2014.