

RESOLUTION 18-39

To Authorize the Execution of a Contract for Roofing Consulting Services

Summary

District of Columbia Housing Authority (“DCHA”) requires a qualified firm to provide comprehensive Roofing Consultant Services as it relates to design, inspection services (existing/new construction), data base generation/data input and the usual disciplines required for the design & inspections of roofs at various properties on an as-needed basis.

The purpose of this resolution is to authorize the Executive Director to enter into a contract for elevator preventive maintenance and repair services with Roofing Resources, Inc. for a period of five (5) years, in the aggregate amount of Three Hundred Seventy-Five Thousand Dollars (\$375,000.00), subject to the availability of funding

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TO AUTHORIZE THE EXECUTION OF A CONTRACT FOR ROOFING CONSULTING SERVICES

WHEREAS, District of Columbia Housing Authority (“DCHA”) requires roofing consulting services for the inspection of new construction & existing roofs, data base generation to include design/data input and the usual disciplines required for the design & inspections of roofs at various properties on an as-needed basis;

WHEREAS, on September 3, 2018, DCHA advertised a Request for Proposals (“RFP”) in *The Washington Post*, *Afro American*, *The Current Newspaper*, *The Washington Informer*, *Hill Rag*, *El Tiempo Latino* and *East of the River*. Copies were emailed to all District Government Certified Business Entity members and all District of Columbia Department of Housing and Community Development (“DHCD”) Section 3 vendors;

WHEREAS, on September 4, 2018, Solicitation No. 0037-2018 Roofing Consulting Services was issued to the Department of Small and Local Business Development, bidders interested in doing business with DCHA, posted to the DCHA Website and issued directly to five (5) firms;

WHEREAS, by October 4, 2018, DCHA received two (2) proposals for evaluation;

WHEREAS, the solicitation stated that DCHA would make an award to the company that was deemed technically qualified in accordance with the solicitation requirements for roofing consulting services and in the best interest of DCHA;

WHEREAS, based on the proposal and the results of the evaluation process, DCHA determined that Roofing Resources, Inc. has met the technical requirements of the RFP as a qualified firm capable of providing the required roofing consulting services for DCHA; and

WHEREAS, DCHA performed a review of the Federal Systems Award Management and the District’s Excluded Parties List on November 1, 2018, and has determined that Roofing Resources, Inc. does not appear on that list.

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**TO AUTHORIZE THE EXECUTION
OF A CONTRACT FOR ROOFING CONSULTING SERVICES**

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of District of Columbia Housing Authority hereby authorizes the Executive Director to execute a contract with Roofing Resources, Inc. to provide Roofing Consulting Services, for a period of five (5) years, in the aggregate amount of Three Hundred Seventy-Five Thousand Dollars (\$375,000.00), subject to the availability of funding.

ADOPTED, by the Board of Commissioners and signed in open session in authentication of this passage on this 12th day of December 2018.

ATTEST:

APPROVED:

Tyrone Garrett
Executive Director/Secretary

Neil Albert
Chairman

APPROVED TO FORM AND LEGAL SUFFICIENCY:

Kenneth S. Slaughter
General Counsel

