

To: Contra Costa County Housing Authority Board of Commissioners
 From: Joseph Villarreal, Housing Authority
 Date: January 17, 2017



Contra
Costa
County

Subject: AGREEMENT WITH VACANT PROPERTY SECURITY

RECOMMENDATIONS

APPROVE and AUTHORIZE the Executive Director to execute a contract with Vacant Property Security in an amount not to exceed \$400,000 to provide secure entry systems for vacant public housing units/buildings for the period January 18, 2017, to July 10, 2017. The contract will also contain four annual options to renew effective July 10th of each year. If all options to renew are accepted, the total contract would not exceed \$3,847,309 and the final term would commence on July 11, 2020, and end on July 11, 2021.

BACKGROUND

When a public housing unit becomes vacant, there is usually some delay before it is re-leased. Normally this delay is short, but it could be longer, especially if the unit needs extensive repairs or if the new family needs time to move out of their existing unit. Under the RAD program, many units will remain vacant until all RAD approvals are received and they are sold. HACCC uses a mixture of plywood and metal coverings to temporarily seal vacant units. Metal coverings are used for units where break-in is a concern. Through this contract, VPS will rent metal security covers to HACCC as needed.

In soliciting this contract HACCC has made use of its ability to utilize interagency

Action of Board On: **01/17/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF COMMISSIONERS

AYE: John Gioia, Commissioner
 Candace Andersen,
 Commissioner
 Diane Burgis,
 Commissioner
 Karen Mitchoff,
 Commissioner
 Federal D. Glover,
 Commissioner
 Jannel George-Oden,
 Commissioner

ABSENT: Fay Nathaniel,
 Commissioner

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 17, 2017

Joseph Villarreal, Executive Director

By: June McHuen, Deputy

Contact: 925-957-8028

cc:

purchasing agreements. HUD requires housing authorities to competitively solicit goods and services. Usually the entire procurement process is conducted in-house by a housing authority looking for a particular product or service. However, HUD permits, and even encourages, housing authorities to procure goods and services via cooperative and interagency agreements. Such agreements can greatly simplify and expedite the procurement process since the housing authority does not have to develop specifications, solicit vendors for bids or evaluate those vendors that submit bids. Also, cooperative agreements can offer substantial pricing discounts to housing authorities because vendors can price their products and services more aggressively when they know their customer base is significantly larger than just one agency.

HACCC utilized this cooperative procurement process to secure the proposed services of VPS for this contract. The San Francisco Housing Authority (SFHA) competitively procured

BACKGROUND (CONT'D)

Vacant Unit Secure Entry Systems (Solicitation #16-050-RFP-0009) on May 5, 2016, and executed a contract with Vacant Property Security (VPS) on July 11, 2016, for one year, and up to 5 years with extensions, as a result of that procurement. VPS has agreed to extend the same terms of that contract to HACCC for our vacant-unit security needs. VPS is an industry leader in securing, maintaining and managing vacant properties. Since 1993, VPS has been trusted by a wide range of customers throughout various industries. VPS' innovative suite of security products and expert services allow customers to protect and preserve their properties against unauthorized access, while maintaining their property's value. With multiple locations throughout the United States, VPS prides itself on delivering the trust and security customers can expect from a large, nationwide company, while offering customized and relevant solutions for each local market.

VPS has a proprietary metal enclosure system that has been successful, to date, in preventing break-ins at some of our developments where their product is already in use from prior years' contracts. The cost of the security units breaks down to \$30 per door per month and \$15 per window per month. This contract is slated to expire when SFHA's does on July 10, 2017. If HACCC is pleased with the service and product provided by VPS, and if SFHA renews their contract (since this is an interagency agreement), then HACCC will extend this contract as well. If HACCC and SFHA renew all four options, the final term would commence on July 11, 2020, and end on July 11, 2021. If the amount spent on this contract will exceed \$3,847,309 at any time prior to July 11, 2021, then staff must bring this contract back for approval by the Board.

FISCAL IMPACT

Funding for this contract is included in the Housing Authority's (HACCC) current budget using funds provided by the U. S. Department of Housing and Urban Development.

CONSEQUENCE OF NEGATIVE ACTION

Should the Board of Commissioners elect not to approve a contract with VPS to provide secure entry systems for vacant units/buildings, HACCC will be required to go out to bid for vacant unit secure entry systems. This process would be lengthier and likely more expensive than procuring via this cooperative procurement process.

CLERK'S ADDENDUM