

**HOUSING AUTHORITY OF THE CITY OF
CHARLOTTE**

NOTICE

***SPECIAL
BOARD MEETING***

BOARD OF COMMISSIONERS' MEETING

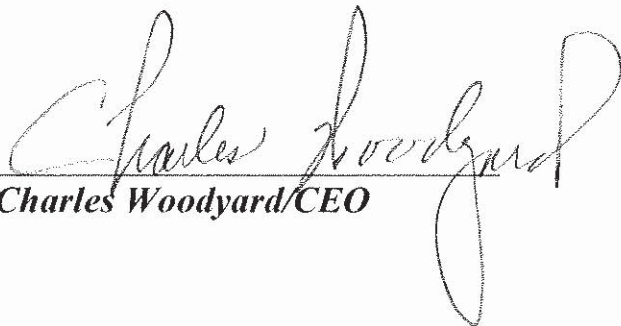
Conference Call

January 8, 2010

NOTICE is hereby given that a ***Special*** Board meeting of the Board of Commissioners' of the Housing Authority of the City of Charlotte will be held on ***January 8, 2010*** as follows:

TIME/Date: ***11:00 A.M.***
 January 8, 2010

LOCATION: ***Conference Call***


Charles Woodyard/CEO

Business Agenda item for the January 8, 2009 Special Board Meeting of the Charlotte Housing Authority Board of Commissioners

3.A Approve Procurement Contract - Emergency Roofing Repairs at the Carole Hoefener Center

Action: Approve Contract for the Procurement of Emergency Roofing Repair Services for work at Carole Hoefener Center from Baker Roofing for \$8,450.

Staff Resource: Ralph Staley/Steve Lamphere/Cheryl Campbell

Strategic Business: Finance and Administration/Capital Assets

Strategic Goal: Attain Long Term Financial Viability

Explanation:

On November 17, 2009 the CHA Board of Commissioners approved a change to the CHA Procurement Policy that requires a review and approval by the Board for Procurement actions that exceed the dollar threshold set for that individual classification of material or service as set below:

<u>Dollar Threshold</u>	<u>Procurement Classification</u>
\$100,000	Construction, Maintenance or Repair contracts.
\$50,000	Purchase of apparatus, supplies, materials and equipment. Also including service contracts, consultants, architects and engineers.

Additionally, any procurement that will cause a single vendor to exceed the above amounts during a rolling twelve (12) month period will require prior approval from the CHA Board of Commissioners before additional contracts are awarded to the vendor.

For this Vendor, this Procurement action for \$8,450 for roof repairs will exceed the total dollar threshold during the twelve month period and must be approved by the CHA Board. The Purchase contract with Baker Roofing for re-roofing services at the Carole Hoefener Center requires Board approval of this agenda item to proceed with the repairs. Staff obtained one quote for the necessary work due to the emergency.

<u>Contract Number</u>	<u>Cost</u>	<u>Vendor</u>	<u>Total Paid To Date</u>
PO 45990 Pending	\$8,450	Baker Roofing	\$109,808.00*
*(previously bid Seneca & McAlpine roofing)			

Committee Discussion:

None

Section 3 MWBD Consideration:

None

Funding:

Carole Hoefener Center.

Attachment:

None.