



**THE MUNICIPAL HOUSING AUTHORITY FOR THE CITY OF YONKERS**

**RESOLUTION # 8 OF 2023**

**October 26, 2023**

The following resolution was adopted by a majority during a meeting of the Board of Commissioners of The Municipal Housing Authority for the City of Yonkers on October 26, 2023, proper notice of which was given to, or waived by, each of the members of the Board of Commissioners, and at which a quorum was present:

**WHEREAS**, The Municipal Housing Authority for the City of Yonkers (the “Authority” or “MHACY”) is a New York State public authority that was created to own and manage public housing and affordable housing complexes located within the City of Yonkers; and

**WHEREAS**, It is important to ensure that the Authority’s staff have the appropriate tools and equipment to efficiently and effectively perform their duties; and

**WHEREAS**, The Authority has engaged the services of Printing Companies to assist in accomplishing this goal; and

**WHEREAS**, In order to comply with the provisions of the Authority’s Procurement Policy, an Request for Proposal (RFP) was prepared, duly noticed and published seeking qualified companies to provide the services under a contractual agreement; and

**WHEREAS**, The RFP elicited responses from two (2) companies. Based on a comprehensive review of each bid, it was determined to award the contract to Canon, a business experienced in serving public housing developments.

**NOW, THEREFORE IT IS RESOLVED THAT**, the Authority’s Board of Commissioners hereby authorizes Wilson Kimball, MHACY’s President & CEO or her designee to execute an Agreement with Canon, for a period of five (5) years in an amount not to exceed \$70,000.00 annually, or \$350,000.00 over the five (5) year term.

I, JAMES J. LANDY, the Chair of the Board of Commissioners of THE MUNICIPAL HOUSING AUTHORITY FOR THE CITY OF YONKERS do hereby certify that the foregoing resolutions were adopted at a meeting of the Board of Commissioners of the Authority held on the date written above.

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JAMES J. LANDY, CHAIR



## MEMORANDUM

**TO: James Landy, Chair**  
**Board Members – Municipal Housing Authority for the City of Yonkers**  
**Wilson Kimball, President & CEO**

**FROM: Brendan McGrath, Counsel and Procurement Officer**

**DATE: October 17, 2023**

**RE: Authorization to enter into an Agreement for Printing Services**

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Please be advised that the procurement process concerning Printing Services for MHACY properties has concluded with the selection of Canon.

On August 20, 2023, Notice was published that MHACY would be seeking proposals from qualified companies to provide Printing Services at various MHACY properties. On August 29, 2023, Request for Proposal No. 02-2023 (RFP 2023-02) was made available publicly on MHACY's website and online at Housing Agency Marketplace. The deadline for submissions was September 21, 2023.

The RFP elicited responses from two (2) companies, Canon and Ricoh, and therefore, the RFP was deemed non-competitive, however, the bids submitted were comprehensive and it was determined not to resubmit the RFP based on the belief that it was unlikely that more companies would engage in the process.

The review committee, consisting of Anthony Senerchia, Sam Mazahreh, and John Daoud, reviewed the proposals and met with the prospective vendors. Following that process, it was determined that Canon was best suited to provide MHACY with Printing Services.

MHACY Board Resolution -2023 seeks Board authorization to enter into an Agreement with Canon for a five (5) year contract.