

CONTRACT AMENDMENT
ANALYSIS AND STAFF RECOMMENDATION

Contracting Agency: Housing Authority of the City of Milwaukee
Contract Number/Amendment Number: Contract 15-015 / Amendment 2
Contractor: Professional Service Industries Inc. (PSI)
(Brookfield, WI)
Amendment Amount: \$zero (time extension only)
Type of Work, Services, or Material: Hazardous Materials and Environmental Hazards Management
Consulting Services
Housing Development and Number: various sites
Job Number: XXX-413013-XXXX (charge various sources as necessary, e.g.
CFP, CNI, Tax Credits, Subsidized Operations, Non-Subsidized
Operations, Non-Subsidized Bond Issue, etc.)

PROCUREMENT REVIEW

PROCURING SECTION: Modernization & Development Services

The Contractor has performed satisfactorily during the initial contract period and the first renewal period. Modernization & Development Services recommends that HACM exercise its option to renew the contract (the second and final renewal option), extending the contract completion date one year to December 31, 2018. The current contract amount is \$500,000.00 not-to-exceed. No additional contract authority dollars are required at this time. All other terms and conditions of the contract will remain in effect, including fees/rates.

Vice President of Construction _____ Date _____

EMERGING BUSINESS ENTERPRISES

Target Contracting 20 % MBE and/or WBE
Proposed Contracting 34 % MBE

The Contractor is not an EBE. However, the Contractor continues to subcontract greater than 20% to a MBE (Affordable Environmental Technologies). Currently, 34% of contract dollars are being paid to a MBE, exceeding the EBE goal by 14%. In the event that the Contractor has an additional need to subcontract, Purchasing & Contracts Services will be contacted. It has been recommended to proceed by Purchasing & Contracts Services

Contract Compliance Officer _____ Date _____

SECTION 3

Target Contracting (when triggered) 10 % Target Employment (when triggered) 30% of new hires
Proposed Contracting 100 % Proposed Employment no hires

The Contractor is not a Section 3 Business Concern based on ownership or employee earnings. However, the Contractor's sole subcontractor (Affordable Environmental Technologies) is a Section 3 Business Concern. As the Contractor has subcontracted greater than 25% of this contract to a Section 3 Business Concern, it is now a Section 3 covered contract and 100% of the dollar amount can be counted as Section 3. Neither the Contractor nor its subcontractor has a need to hire, but they are aware that Purchasing & Contracts Services must be notified should the need arise. It has been recommended to proceed by Purchasing & Contracts Services.

Contract Compliance Officer _____ Date _____

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FINANCE AND ACCOUNTING

Finance and Accounting concurs with the recommendation of the Modernization & Development Services Section to execute the amendment as described. Charge the account number(s) as listed above.

Grants Accountant/Budget Analyst _____ Date _____

RECOMMENDATION

RECOMMEND EXECUTION OF CONTRACT AMENDMENT AS INDICATED ABOVE.

APPROVAL RECOMMENDED

Chief Financial Officer _____ Date _____

Asst Secretary–Mod Coordinator _____ Date _____

APPROVED

Secretary–Executive Director _____ Date _____

HA-195 (09/2015)