



**REQUEST FOR PROPOSALS ANALYSIS AND STAFF RECOMMENDATION**

Contracting Agency: Housing Authority of the City of Milwaukee  
Type of Work, Services, or Material: Architectural, Engineering, and Related Services for RAD Conversion  
Housing Development: Townhomes at Carver Park  
Amount: \$259,800.00  
Job Number: Carver Park Mixed-Financing, 584-413010

**SECTION 3**

Target Contracting 10 %                      Target Employment 30% of new hires  
Proposed Contracting 25 %                      Proposed Employment none

Galbraith Carnahan Architects LLC (GCA) is not a certified Section 3 business. GCA has identified a need to subcontract at this time to Thunderbird Engineering Inc., a certified Section 3 business, for 25% of the contract. Should GCA need to subcontract any other portion of the work, then GCA will contact Purchasing/Contracts Services prior to seeking any subcontractors on its own. GCA has not identified a need to hire at this time. Should GCA need to hire in the future, then GCA will contact Purchasing/Contracts Services prior to seeking any candidates on its own. Purchasing/Contracts Services recommends proceeding with award.

Section 3 Coordinator \_\_\_\_\_ Date \_\_\_\_\_

**FINANCE AND ACCOUNTING**

Finance and Accounting concurs with the recommendation of the Modernization & Development Services Section to award to Galbraith Carnahan Architects LLC as described above. Charge the account number(s) as listed above.

Grants Accountant/Budget Analyst \_\_\_\_\_ Date \_\_\_\_\_

**RECOMMENDATION**

RECOMMEND AWARD AS DESCRIBED ABOVE TO GALBRAITH CARNAHAN ARCHITECTS LLC.

**APPROVAL RECOMMENDED**

Chief Financial Officer \_\_\_\_\_ Date \_\_\_\_\_

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**APPROVED**

Secretary-Executive Director \_\_\_\_\_ Date \_\_\_\_\_