

**CONTRACT AMENDMENT NARRATIVE**

**AMENDMENT NO. 1, DATED JUNE 1, 2026, to Contract No. 23-002**, dated May 1, 2023, between the Housing Authority of the City of Milwaukee and **Otis Elevator Company** for Elevator Maintenance and Repair Services at Various Sites.

Contract is extended for the term of **June 1, 2026 through May 31, 2027**. This is understood with leaving the option to extend one (1) more year thereafter.

For additional details regarding the Amendment terms, please refer to the Amendment Signature Document itself.

**SERVICE DESCRIPTION**

In general, the Scope of Services includes monthly scheduled maintenance, call-back service, as-needed repairs, periodic testing, and quarterly meetings with the Owner for forty-three (43) elevators at twenty-four (24) locations. Call-back service is considered an unscheduled repair or diagnostic visit, and may be emergencies requiring priority service. Routine Call-backs are non-life-threatening mechanical issues and often require an elevator technician to report on site.

**AWARD BREAKDOWN**

Otis maintenance billing is a flat, recurring monthly fee based on the scale of the property. This fee covers routine, scheduled maintenance (fixed). The remaining amount covers the allowance for repairs and upgrades (as-needed and varies). The overall, initial three-year contract amount was used, primarily for Scheduled Maintenance.

The portion to be paid directly by the Housing Authority is \$165,266.00 not-to-exceed. The portion to be paid by the respective property manager for various LLC sites is \$121,112.00 not-to-exceed. Upgrades as needed is \$46,945.00 not-to-exceed.

<b>OTIS AMENDMENT 1</b>	<b>scheduled maintenance annually</b>	<b>allowance for repairs annually</b>	<b>total annually</b>
Maintenance/Repairs 1-Year	\$233,388.00	\$53,000.00	\$286,388.00
Upgrades As-needed 1-Year			<u>\$46,945.00</u>
<b>Total Amendment Award</b>			<b>\$333,333.00</b>

**LOCATIONS**

All buildings and developments under the jurisdiction of the Housing Authority are included under this contract. Please refer to the **Contract Amendment Analysis and Staff Recommendation** and **Attachment A: Elevator Locations**.

**ADDITIONAL INFORMATION**

The General Requirements for Elevator Maintenance and Repair Services include, but are not limited to all activities related to: HACM locations; notification and procedures; security procedures; personnel requirements; safety standards; billing procedures and callback reports; management audits; diagnostic equipment and product manuals; written reports; notices to repair or replace equipment; on-site documentation; on-site maintenance records; controllers, wiring, and wiring diagrams; accident reporting; waste disposal; and designated working hours.

All items related to the full Scope of Work are detailed in the original Bidding/Contract documents, including the fully executed Contract, Special Conditions modifying the HUD-5370 General Conditions, and the original Request for Proposals.

**ATTACHMENT A: ELEVATOR LOCATIONS**

Name	Number	Address	Telephone Number	Year Completed	Year Modernized	Number of Stories
Arlington Court	AMP WI-13	1633 N. Arlington Pl. Milwaukee, WI 53202	414-286-8850	1969	1989/2012	24
Becher Court	AMP WI-18	1800 W. Becher St. Milwaukee, WI 53215	414-286-8851	1981	2000/2021	6
Cherry Court	AMP WI-64	1525 N. 24th St. Milwaukee, WI 53205	414-286-8835	2006	N/A	5
College Court	AMP WI-11	3334 W. Highland Blvd. Milwaukee, WI 53208	414-286-8854	1968	1997	13
Highland Gardens	AMP WI-49	1818 W. Juneau Ave. Milwaukee, WI 53233	414-286-8845	2004	N/A	4
Hillside Terrace	AMP WI-01	1545 N. 7th St. Milwaukee, WI 53205	414-286-8857	1975	1992	8
Hillside Terrace Family Resource Center	AMP WI-01	1452 N. 7th St. Milwaukee, WI 53205	414-286-6000	1997	N/A	4
Holton Terrace	AMP WI-08	2825 N. Holton St. Milwaukee, WI 53212	414-286-8858	1967	1993/2021	9
Lapham Park	AMP WI-75	1901 N. 6th St. Milwaukee, WI 53212	414-286-8859 car #1 car #2 car #3	2011 1964 1964	N/A 1990/2012 1990/2012	8 8 8
Lapham Park Community Services	AMP WI-75	650 W. Reservoir Ave. Milwaukee, WI 53212	414-286-5100	1997	N/A	2
Lincoln Court	AMP WI-19	2325 S. Howell Ave. Milwaukee, WI 53207	414-286-8860	1971	1998	12
Locust Court	AMP WI-15	1350 E. Locust St. Milwaukee, WI 53212	414-286-8861	1969	1989/2012	24
Merrill Park	AMP WI-91	222 N. 33rd St. Milwaukee, WI 53208	414-286-8862	1967	1992/2021	9
Mitchell Court	AMP WI-17	2600 W. National Ave. Milwaukee, WI 53204	414-286-8863	1971	1998	11
Olga Village	AMP WI-68	722 W. Washington St. Milwaukee, WI 53204	414-463-3371	2010	N/A	3
Parklawn Central City Cyberschool	AMP WI-07	4301 N. 44th St. Milwaukee, WI 53216	414-444-2320	2000	N/A	3
Parklawn Management Office	AMP WI-07	4434 W. Marion St. Milwaukee, WI 53216	414-286-8865	1996	N/A	2
Riverview	AMP WI-62	1300 E. Kane Pl. Milwaukee, WI 53202	414-286-8866	1966	1989/2012	19
St. Francis Education/Training Center	N/A	1916 N. Vel R. Phillips Ave. Milwaukee, WI 53212	414-626-1891	2000	N/A	2
Westlawn Gardens Beech (Building 3.2)	N/A	5461 N. 64th St. Milwaukee, WI 53218	414-286-8876	2022	N/A	3
Westlawn Gardens Chestnut (Building 3.3)	N/A	5435 N. 64th St. Milwaukee, WI 53218	414-286-8876	2022	N/A	3
Westlawn Gardens East Midrise	AMP WI-71	5560 N. 62nd St. Milwaukee, WI 53218	414-286-8876	2012	N/A	3
Westlawn Gardens West Midrise	AMP WI-71	5555 N. 62nd St. Milwaukee, WI 53218	414-286-8876	2012	N/A	3
Westlawn Silver Spring Neighborhood Center	AMP WI-70	5460 N. 64th St. Milwaukee, WI 53218	414-463-7950	2004	N/A	2