

## REQUEST FOR PROPOSAL (RFP)

### ANALYSIS AND RECOMMENDATION

**Contracting Agency:** Housing Authority of the City of Milwaukee  
**Official Notice Number:** RFP-58115 Management and Operation of the Housing Choice Voucher Program  
**Date Issued:** 1/19/2024 at 4:30 PM  
**Date and Time Proposals Due:** 3/8/2024 at 2:00 PM  
**Type of Work:** Professional Services  
**Funding Source:** HCV Administrative Fees

#### **Proposals Received:**

1. AMA Consulting Group, LLC (AMA), Lake Mary, Florida
2. CVR Associates, Inc. (CVR), Tampa, Florida
3. Milwaukee County Dept. of Health & Human Services Housing Services, Milwaukee, WI
4. Nan McKay and Associates, Inc. (Nan McKay), El Cajon, CA
5. Pivotal Property Management MKE, LLC (Pivotal), Milwaukee, WI
6. Quadel Consulting and Training, LLC (Quadel), Indianapolis, IN

An evaluation committee was formed to review the six proposals that were received in response to the RFP. Two members of the evaluation committee were not HACM staff. The top four scoring Proposers (CVR, Milwaukee Co., Nan McKay, and Quadel) were then invited to participate in round of interviews in which the evaluation committee asked follow-up questions based on their initial proposal. The top two scoring Proposers (CVR and Quadel) were then invited to a final interview.

#### **Recommendation:**

Both of the top two proposals were highly qualified and ranked high.

Based on the review of proposals and on the interviews, we are recommending that the Board approve a resolution allowing HACM to enter into contract negotiations with the current top two-ranked Proposers (CVR Associates, Inc. and Quadel Consulting and Training, Inc.). Once contract terms have been negotiated, a final contract recommendation will be brought to the Board of Commissioners for approval at an upcoming Board meeting. Attached for your reference is the extract of the Evaluation Process from the RFP.