



Legislation Details (With Text)

**File #:** R13434      **Version:** 1  
**Type:** Housing Authority Resolution      **Status:** Passed  
**File created:** 11/2/2023      **In control:** HOUSING AUTHORITY  
**On agenda:** 11/8/2023      **Final action:** 11/8/2023  
**Effective date:**

**Title:** Resolution approving an increase of \$100,000 to the purchase order amount with Nan McKay and Associates (El Cajon, CA) for professional services provided to the Housing Authority of the City of Milwaukee's Rent Assistance Voucher Program for a total amount not-to-exceed \$350,000

Staff recommends increasing the maximum authorized amount of the purchase order from the current amount not-to-exceed \$250,000 to a new total amount not-to-exceed \$350,000. Professional services include, but are not limited to: the oversight of the initial and annual Project Based Voucher (PBV) functions of HACM-owned units, establishing PBV contract rents and determining rent reasonableness. Nan McKay has been providing professional services to HACM's Rent Assistance Voucher Program with purchase order number (RAP122527-d) from the date of execution effective May 16, 2022 for a term of five (5) years through May 16, 2027.

**Sponsors:** THE CHAIR

**Indexes:**

**Attachments:** 1. 110823\_Additional Information for the Nan McKay Resolution

| Date      | Ver. | Action By         | Action  | Result | Tally |
|-----------|------|-------------------|---------|--------|-------|
| 11/8/2023 | 1    | HOUSING AUTHORITY | AMENDED | Pass   | 4:0   |
| 11/8/2023 | 1    | HOUSING AUTHORITY | ADOPTED | Pass   | 4:0   |

R13434

Substitute 1

The Chair

Resolution approving an increase of \$100,000 to the purchase order amount with Nan McKay and Associates (El Cajon, CA) for professional services provided to the Housing Authority of the City of Milwaukee's Rent Assistance Voucher Program for a total amount not-to-exceed \$350,000

Staff recommends increasing the maximum authorized amount of the purchase order from the current amount not-to-exceed \$250,000 to a new total amount not-to-exceed \$350,000. Professional services include, but are not limited to: the oversight of the initial and annual Project Based Voucher (PBV) functions of HACM-owned units, establishing PBV contract rents and determining rent reasonableness. Nan McKay has been providing professional services to HACM's Rent Assistance Voucher Program with purchase order number (RAP122527-d) from the date of execution effective May 16, 2022 for a term of five (5) years through May 16, 2027.

The original title read: Resolution approving an increase of \$300,00 to the purchase order amount with Nan McKay and Associates (El Cajon, CA) for professional services provided to the Housing Authority of the City of Milwaukee's Rent Assistance Voucher Program for a total amount not-to-exceed \$550,00. The Board decided to amend the resolution to an increase of \$100,000 for a total amount not-to-exceed \$350,000 and requested staff provide additional information at a future date as to how the increase affects the 2023 and 2024 budgets.

WHEREAS, Nan McKay and Associates Incorporation has provided services to the Housing Authority of the City of Milwaukee since May 16, 2022, including but not limited to: establishing initial and annual PBV contract rents and determining rent reasonableness; performing annual reexaminations of voucher participants as requested; and performing initial eligibility of voucher applicants, as requested; and

WHEREAS, Nan McKay and Associates Inc. has extensive nationwide experience in performing similar services for other housing authorities, and has performed these services for the Housing Authority for the past 18 months to assist HACM, and therefore for these reasons the Housing Authority of the City of Milwaukee (HACM) desires to continue such services as a single source procurement but needs to add additional funding to the purchase order; and

WHEREAS, HACM staff are recommending increasing the maximum authorized amount of the purchase order from the current amount not to exceed \$250,000 to a new revised amount not to exceed \$350,000 (an increase of \$100,000); now, therefore, be it

RESOLVED, by the Commissioners of the Housing Authority of the City of Milwaukee that they be and hereby authorize and approve revising the purchase order with Nan McKay and Associates Inc. for professional services by \$100,000 so that the total amount is not to exceed \$350,000; and, be it

FURTHER RESOLVED, that the proper officers of the Housing Authority be and hereby are authorized and directed to properly execute said contract for and on behalf of the Housing Authority; and, be it

FURTHER RESOLVED, that if any extensions of the time of performance are needed, the Chairman and Secretary-Executive Director may approve such request without any further action of the Housing Authority; and, be it

FURTHER RESOLVED, that all acts previously performed, relative to this matter, by the Commissioners and the Secretary-Executive Director of the Housing Authority, be and hereby are approved, ratified, and confirmed in all respects.

Housing Management 10/20/2023