

M.H.G.B. -4

Date September 23, 2013

APPROVING OPERATIONAL ANALYSIS SERVICES AGREEMENT WITH NAN MCKAY & ASSOCIATES, INC.

WHEREAS, the Des Moines Municipal Housing Agency (DMMHA) ("Agency") administers Public Housing, Section 8 Housing Choice Vouchers and a Family Self-Sufficiency Program, which are funded by the United States Department of Housing and Urban Development (HUD); and

WHEREAS, the Agency has sustained significant funding cuts due to reduced proration from HUD and sequestration, impacting the Agency's ability to maintain service levels; and

WHEREAS, The City of Des Moines Procurement Officer has issued Requests for Proposals, RFP V13-094 "Operational Analysis Services", on behalf of the DMMHA to study the Agency's structure; and


WHEREAS, the approved consulting service shall analyze the Agency's organizational structure to identify optimal staffing requirements to accomplish the Agency's goals and to evaluate the Agency's procedures and policies to most efficiently accomplish required functions; and

WHEREAS, Seventeen (17) proposals were issued and two (2) responses received, with Nan McKay & Associates, Inc. (Nan McKay President, 1855 Gillespie Way, El Cajon, California, 92020) receiving the highest score from the Review Selection Committee.

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Housing Governing Board of the City of Des Moines, Iowa, that the Operational Analysis Services Agreement by and between the Des Moines Municipal Housing Agency and Nan McKay & Associates, Inc. is hereby approved and that the Mayor is hereby directed to execute that agreement.

APPROVED AS TO FORM:

Moved by _____ to approve.



 Michael F. Kelley
 Assistant City Attorney

(Board Communication No. 13-472)

M.H.G.B. ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
COLEMAN				
GRIESS				
HENSLEY				
MAHAFFEY				
MEYER				
MOORE				
TOTAL				
MOTION CARRIED			APPROVED	
_____ Mayor				

CERTIFICATE

I, DIANE RAUH, City Clerk of said City hereby certify that at a meeting of the City of Des Moines, Municipal Housing Agency Governing Board, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

_____ City Clerk