

DOA-Business Operations Division – Procurement Services Section

**Finance & Personnel Committee Approval Required
For Single / Sole Source Contract
Contract #13284**

Background:

User Department:	DPW – Traffic and Electrical Services
Purchasing Agent:	Tykesha White
Contract Description:	VSC Lease-to-Own Purchase of Vermeer Directional Boring Machine
Vendor Name and Location:	Vermeer-Wisconsin, Inc. (Butler, WI)
Contract Term:	2/22/2015 through 10/31/2015
Requisition # and Date Received:	13284, 6/16/2014
Original Contract Amount:	\$75,000.00

Purpose of Contract:

DPW – Traffic and Electrical Services is seeking to enter into a new Vendor Service Contract for a Lease-to-own purchase of a Vermeer Directional Boring Machine with Vermeer-Wisconsin, Inc. from February 22, 2015 through October 31, 2015 for a total of \$75,000.00.

Background:

The Vermeer Directional Boring Machine requested under this lease-to-own contract is currently being leased under two (2) DPW executed Service Orders #S523140063 and #S523140102 for \$42,500.00 each. The department will have paid \$85,000.00 towards the purchase price of \$160,000.00 upon the conclusion of the current Service Order. This contract will allow the department to finalize the lease-to-own purchase agreement with Vermeer-Wisconsin, Inc.

Please note that this item was held at the July 16, 2014 Finance and Personnel Committee meeting to determine the cost of leasing versus purchasing. Since that meeting, the contract has been changed to reflect a lease-to-own purchase with 100% of lease payments being applied to the total purchase price.

The department currently owns two (2) additional Vermeer boring machines and department staff are trained to handle most maintenance issues that may occur.

City Purchasing Director

Date

DOA-Business Operations Division – Procurement Services Section

**Finance & Personnel Committee Approval Required
For Single Source Contract
Contract No. E0000013413**

Background:

User Department:	Fire and Police Commission (Office of Emergency Management and Homeland Security)
Purchasing Agent:	Karen Jeffries, CPPB
Contract Description:	Vendor Service Contract for Southeast (SE) Wisconsin State Communications Interoperable (SCIP) Plan Coordinator Services
Vendor Name and Location:	Mr. Thomas J. Czaja, Mequon, WI
Contract Term:	September 1, 2014 through July 30, 2016
Requisition # and Date Received:	0000013413, August 13, 2014
Original Contract Amount:	\$125,000.00 (GRANT-FUNDED)
Current Contract Amount:	\$125,000.00

Purpose of Contract:

The Fire and Police Commission is seeking to enter into a new Vendor Service Contract for a Southeast Wisconsin State Communications Interoperable (SCIP) Plan Coordinator with Mr. Thomas J. Czaja from September 1, 2014 through July 30, 2016.

Background:

The Office of Emergency Management and Homeland Security has received grant funding to continue to provide for a SCIP Plan Coordinator with an expansion of services since the last contract expired. The new contractor will not only serve as the Wisconsin Southeast Regional Interoperability Coordinator but also as the lead Public Safety Wireless Broadband Coordinator.

According to the user department, contractors require unique technical skills to successfully coordinate a regional planning commission and implement the Statewide Communications Interoperability Plan, present workshops and technical guidance to the eight- county SE Wisconsin Region with the goal of having fully interoperable emergency communications, coordinate and participate in educational activities and exercises for inter-county and inter-region participants, and oversee the development of the Federal FirstNet State and Local Implementation Plan.

The contractor was chosen after an evaluation and selection process conducted by the Office of Emergency Management and Homeland Security as the most qualified candidate with the best mix of knowledge, skills and experience to provide the service.

City Purchasing Director

Date

DOA-Business Operations Division – Procurement Services Section

**Finance & Personnel Committee Approval Required
For Single Source Contract
Contract No. E0000011888**

Background:

User Department:	Milwaukee Health Department (“MHD”)
Purchasing Agent:	Karen Jeffries, CPPB
Contract Description:	Vendor Service Contract for Lead Related Training Services
Vendor Name and Location:	S.A. Herbst & Associates, Milwaukee, WI
Contract Term:	September 1, 2012 through August 31, 2013 with two (2) one-year options to extend upon mutual consent
Requisition # and Date Received:	0000013355, July 9, 2014
Original Contract Amount:	\$24,000.00 (GRANT-FUNDED)
Current Contract Amount:	\$64,000.00

If Amendment, History of Contract Amendments:

Date	Item	Term	Cost
8/28/2012	Original Contract: Original Contract awarded for Lead Related Training Services	9/1/2012 – 8/31/2013	\$24,000.00
11/13/2013	Amendment No. 1: One year extension from 9/1/2013 through 8/31/2014; increase the estimated contract total by \$40,000.00 from \$24,000.00 to \$64,000.00. Approved by F&P Committee on: 9/19/2013	9/1/2013 – 8/31/2014	\$40,000.00
Pending	Amendment No. 2: Final One year extension from 9/1/2013 through 8/31/2014; increase the estimated contract total by \$40,000.00 from \$64,000.00 to \$104,000.00.	9/1/2014 – 8/31/2015	\$40,000.00
Total (including the pending amendment)			\$104,000.00

Purpose of Amendment:

This represents the second (2nd) and final contract amendment request by the Milwaukee Health Department. This amendment extends the contract term from September 1, 2014 through August 31, 2015 and increases the estimated contract total by \$40,000.00 to cover additional expenses.

Background:

The vendor will provide qualified property owners or their agents enrolled in the City of Milwaukee Health Department’s Primary Prevention Program with lead safety training. This Renovation, Repair and Paint class training will meet the Environmental Protection Agency (EPA) requirements. This contract is for an estimated 7 classes with a minimum of 8 people per class to include up to a maximum of 10 classes for the final one year contract term.

City Purchasing Director

Date

DOA-Business Operations Division – Procurement Services Section

**Finance & Personnel Committee Approval Required
For Single Source Contract
Contract No. E0000011101**

Background:

User Department:	Milwaukee Health Department (“MHD”)
Purchasing Agent:	Karen Jeffries, CPPB
Contract Description:	Vendor Service Contract for Community-Oriented Policing Services
Vendor Name and Location:	Marquette University College of Nursing, Milwaukee, WI
Contract Term:	July 1, 2011 through August 31, 2012 with annual options to extend upon mutual consent
Requisition # and Date Received:	0000013372, July 16, 2014
Original Contract Amount:	\$217,800.00 (GRANT-FUNDED)
Current Contract Amount:	\$315,962.61

If Amendment, History of Contract Amendments:

Date	Item	Term	Cost
7/7/2011	Original contract awarded for Community-Oriented Policing Services (COPS) Consulting Services	7/7/2011 – 8/30/2012	\$217,800.00
12/21/2012	Amendment No. 1: Contract extension from 9/1/2012 through 2/28/2013 Approved by F&P Committee on: 11/21/2012	9/1/2012 – 2/28/2013	\$98,162.61
2/28/2013	Amendment No. 2: Contract extension from 3/1/2013 through 8/31/2013	3/1/2013- 8/31/2013	\$0.00
7/17/2013	Amendment No. 3: Contract extension from 9/1/2013 through 8/31/2014. MHD will utilize the \$140,009.84 estimated funds balance remaining on Contract No. E0000011101 to expend \$32,125.00 from the Safety Data Repository Grant and \$107,884.84 from the C.O.P.S. Grant.	9/1/2013 – 8/31/2014	\$0.00
Pending	Amendment No. 4: Contract extension from 9/1/2014 through 12/31/2014; increase the estimated contract total by \$33,589.28 from \$315,962.61 to \$349,551.89	9/1/2014 – 12/31/2014	\$33,589.28
Total (including the pending amendment)			\$349,551.89

Purpose of Amendment:

This represents the fourth (4th) contract amendment request by the Milwaukee Health Department to the original contract amount of \$217,800.00 for contract services provided by the Marquette University College of Nursing (Mallory O’Brien, Ph.D.). This amendment exercises the annual option to extend the contract from September 1, 2014 through December 31, 2014 and increases the estimated contract total of \$315,962.61 by \$33,589.28.

Background:

This contract amendment is necessary to continue the provision of the Community-Oriented Policing Services (COPS) and the Safety Data Repository Grant provided by Marquette University for MHD grant-funded services. Mallory O’Brien is the Project Director of the Milwaukee Homicide Review Commission and oversees the COPS and Safety Data Repository Grants.

City Purchasing Director

Date

DOA-Business Operations Division – Procurement Services Section

**Finance & Personnel Committee Approval Required
For Single Source Contract
Contract No. E0000013450**

Background:

User Department:	Milwaukee Health Department (“MHD”)
Purchasing Agent:	Karen Jeffries, CPPB
Contract Description:	Vendor Service Contract for Project LAUNCH Child Wellness and Prevention Mental Health Program Services
Vendor Name and Location:	Aurora Family Services, Inc., Milwaukee, WI
Contract Term:	October 1, 2014 through September 30, 2015 with the option to extend through September 30, 2016 upon mutual consent
Requisition # and Date Received:	0000013450, 9/5/2014
Original Contract Amount:	\$70,000.00 (GRANT-FUNDED)
Current Contract Amount:	\$70,000.00

Purpose of Contract:

The Milwaukee Health Department is seeking to enter into a new Vendor Service Contract for Project LAUNCH Child Wellness and Prevention Program Services with Aurora Family Services, Inc. from October 1, 2014 through September 30, 2015 with the option to extend through September 30, 2016 upon mutual consent.

Background:

The City of Milwaukee Health Department’s Empowering Families of Milwaukee received an expansion grant for the Family Foundations Home Visitation Program from the State of Wisconsin Department of Health Services to implement prevention and promotion strategies to improve child wellness in the City of Milwaukee. One required prevention strategy is the use of early childhood mental health consultation in the provision of home visitation and child care services.

Aurora Family Services of Milwaukee is the single source of service in the City of Milwaukee to provide mental health consultation and has been the service provider for Empowering Families of Milwaukee under a previous grant, Project LAUNCH, which is scheduled to end September 29, 2014.

City Purchasing Director

Date

**DOA-Business Operations Division – Procurement Services Section
Finance & Personnel Committee Approval Required
For Single Source Contract
Contract No. E0000010159**

Background:

User Department:	Milwaukee Health Department (“MHD”)
Purchasing Agent:	Karen Jeffries, CPPB
Contract Description:	Vendor Service Contract for Project LAUNCH Child Wellness and Prevention Mental Health and Substance Abuse Program Services
Vendor Name and Location:	Aurora Family Services, Inc., Milwaukee, WI
Contract Term:	May 10, 2010 through September 30, 2011 with three one-year options to extend upon mutual consent
Requisition # and Date Received:	0000013378, July 24, 2014
Original Contract Amount:	\$140,500.00 (GRANT-FUNDED)
Current Contract Amount:	\$350,500.00

If Amendment, History of Contract Amendments:

Date	Item	Term	Cost
10/5/2010	Original contract awarded for Project L.A.U.N.C.H. (Linking Actions for Unmet Needs in Children’s Health) Consulting Services	5/10/2010 – 9/30/2011	\$140,500.00
6/23/2011	Amendment#1: One year extension from 10/1/2011 through 9/30/2012; increase the estimated contract total by \$70,000.00 from \$140,500.00 to \$210,500.00.	10/1/2011 – 9/30/2012	\$70,000.00
11/9/2011	Amendment#2: To add two (2) one-year options to extend by mutual consent.	10/1/2011 – 9/30/2012	\$0.00
11/21/2012	Amendment#3: Second of three contract extensions from 9/30/2012 through 9/29/2013; estimated contract total increased by \$70,000.00 from \$210,500 to \$280,500.00. Approved by F&P Committee on: 11/21/2012	9/30/2012 – 9/29/2013	\$70,000.00
9/19/2013	Amendment#4: Third and final contract extension from 9/30/2013 through 9/29/2014; estimated contract total increase of \$70,000.00 from \$280,500.00 to \$350,500.00. Approved by F&P Committee on: 9/19/2013	9/30/2013 – 9/29/2014	\$70,000.00
Pending	Amendment#5: Amendment to add \$10,000.00 for the Direct Assistance for Dads (DAD) Project and Parents Nurturing and Caring for their Children (PNCC) Program from 8/1/2014 through 9/29/2014.	8/1/2014 – 9/29/2014	\$10,000.00
Total (including the pending amendment)			\$360,500.00

Purpose of Amendment:

This represents the fifth (5th) contract amendment request by the Milwaukee Health Department. This amendment acknowledges the addition of two (2) grant-funded programs: Direct Assistance for Dads (DAD) Project and Parents Nurturing and Caring for their Children (PNCC). The associated contract term is August 1, 2014 through September 29, 2014. The estimated contract total will increase by \$10,000.00 from \$350,500.00 to \$360,500.00 for the provision of mental health and substance abuse services for the DAD and PNCC programs.

Background:

Finance and Personnel Committee approval is required to authorize the addition of the DAD and PNCC programs through September 29, 2014.

Aurora Family Services, Inc. of Milwaukee was a pre-identified contractor in the grant application to SAMHSA and the Wisconsin Department of Health Services.

Project LAUNCH is a 5 year grant, spanning from 2009 until 2014.

City Purchasing Director

Date

DOA-Business Operations Division – Procurement Services Section

Finance & Personnel Committee Approval Required
For Sole-Source Contract Amendment
Contract No. E0000012627

Background:

User Department:	ITMD
Purchasing Agent:	Ann-Elizabeth Shapera
Contract Description:	E-Performance Software Maintenance
Vendor Name and Location:	DLT Solutions (Herndon, VA)
Contract Term:	7/23/2013 through 7/22/2014 with the option to renew annually
Requisition # and Date Received:	Requisition # 13357 received 7/8/2014
Original Contract Amount:	\$39,259.84
Current Contract Amount:	\$39,259.84

If Amendment, History of Contract Amendments:

Date	Item	Term	Cost
6/26/2013	Original Contract	7/23/2013 through 7/22/2014	\$39,259.84
Pending	Amendment #1: Extend the contract for one (1) year from 7/23/2014 through 7/22/2015 and increase the estimated contract total by \$50,440.98 from \$39,259.84 to \$89,700.82.	7/23/2014 through 7/22/2015	\$50,440.98
Total (including the pending amendment)			\$80,127.67

Purpose of Contract:

ITMD seeks to extend this contract for E-Performance Software for one (1) year from 7/23/2014 through 7/22/2015.

Background:

The software is a part of the HRMS system originally purchased by the Milwaukee Police Department in 2012. This Human Resource related software is used to track the performance of Police Department personnel. HRMS functionality is now overseen city-wide by ITMD, and this maintenance contract extension is required to reduce the risk of having to re-purchase the software product, as maintenance was included as a component of the original purchase and is extended annually.

City Purchasing Director

Date

DOA-Business Operations Division – Procurement Services Section

**Finance & Personnel Committee Approval Required
For Single Source Contract
Contract No. E0000013320**

Background:

User Department:	Municipal Court
Purchasing Agent:	Karen Jeffries, CPPB
Contract Description:	Vendor Service Contract for the Printing and Mailing of Municipal Court Notices
Vendor Name and Location:	State of Wisconsin Department of Administration (“WDOA”), Madison, WI
Contract Term:	January 1, 2015 through December 31, 2015 with two (2) one-year options to extend upon mutual consent
Requisition # and Date Received:	0000013320, 6/12/2014
Original Contract Amount:	\$190,000.00
Current Contract Amount:	\$190,000.00

Purpose of Contract:

The City of Milwaukee Municipal Court is seeking to enter into a new Vendor Service Contract for the Printing and Mailing of Municipal Court Notices with the State of Wisconsin Department of Administration (WDOA) from January 1, 2015 through December 31, 2015 with two (2) one-year options to extend upon mutual consent.

Background:

The printing and mailing services provided by the WDOA are crucial to Municipal Court operations. These services provide batch printing, inserting and mailing of defendant notices (which the Court is legally required to mail when the defendant fails to appear for judgment), reminder notices and other correspondence, with or without additional pre-printed informational inserts. In taking advantage of the efficiencies available through the WDOA’s services, the Court has fully automated the process of creating and transmitting its correspondence to the WDOA’s secure server, which occurs during an overnight batch process and requires no manual intervention by Court staff.

The State of Wisconsin system has been partially customized for the City of Milwaukee court processes to provide secure and confidential protection of records in accordance with the related regulations especially for juveniles who have records that require additional levels of protection in accordance with Wisconsin Statutes. This vendor’s capabilities and willingness to provide the required level of protection for all records, especially those of juveniles, will assist the City of Milwaukee with the fulfillment of all required system safeguards as evidenced by the WDOA’s long term record of successful service provisions for the City of Milwaukee Municipal Court since 1999.

City Purchasing Director

Date

DOA-Business Operations Division – Procurement Services Section

Finance & Personnel Committee Approval Required
For Single Source Contract
Contract No. E0000013226

Background:

User Department:	Municipal Court
Purchasing Agent:	Karen Jeffries, CPPB
Contract Description:	Contract for the Center for Driver’s License Recovery and Employability (CDLRE) Program
Vendor Name and Location:	Wisconsin Community Services, Milwaukee, WI
Contract Term:	January 1, 2014 through December 31, 2014
Requisition # and Date Received:	0000013226, May 5, 2014
Original Contract Amount:	\$50,000.00
Current Contract Amount:	\$50,000.00

Purpose of Contract:

The Milwaukee Municipal Court is seeking to enter into a new contract for the Center for Driver’s License Recovery and Employability (CDLRE) Program with Wisconsin Community Services from January 1, 2014 through December 31, 2014.

Background:

In April of 2007, a non-profit corporation - the Center for Drivers License Recovery and Employability (CDLRE) – was formed in an attempt to address the problem of low income citizens who do not have driver’s licenses due to their failure to pay court ordered judgments. CDLRE endeavors to assist citizens who do not have driver’s licenses due to their failure to pay court ordered judgments by providing orientation, guidance and legal support to such persons willing to work toward license restoration. Wisconsin Community Services, Inc. is the lead agency responsible for operating CDLRE.

As part of the budget, File No. 130517, adopted on November 1, 2013, the Common Council of the City of Milwaukee appropriated \$50,000.00 to the Drivers Licensure and Employment Project Special Purpose Account, Account #0001-1320-S214-06300, for the purpose of paying some of the CDLRE operating expenses. Municipal Court is authorized to expend the \$50,000.00 appropriated to the Account pursuant to Common Council Resolution File No. 130922, adopted on November 26, 2013.

City Purchasing Director

Date