

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single Source Contract
Contract #E0000018021**

Background:

User Department:	Department of Administration – Information Technology Management Division
Purchasing Agent:	Shaunise Pierce
Contract Description:	Vendor Service Contract for DocuSign Digital Signature Service, Software, Support and Consulting
Vendor Name and Location:	Carahsoft Technology Corporation (Reston, VA)
Contract Term:	One (1) year with option to renew for two (2) additional one (1) year terms upon mutual consent
Requisition # and Date Received:	0000020808 & 10/29/2024
Original Contract Amount:	\$49,890.52
Expenditures to Date:	\$238,736.53
Current Contract Amount:	\$288,627.05

History of Contract Amendments:

Date	Item	Term	Cost
01/28/2021	Vendor Service Contract for DocuSign Digital Signature Service, Software, Support and Consulting F&P Committee approval not required	01/28/2021 through 01/27/2022	\$49,890.52
03/16/2022	Amendment #1: Increased the contract total by \$50,212.74 from \$49,890.52 to \$100,103.26 and extended the contract term for one (1) year, from 01/28/2022 through 01/27/2023, exercising the first (1 st) of two (2) options to renew upon mutual consent. Presented to F&P Committee on: 03/16/2022	01/28/2022 through 01/27/2023	\$50,212.74
01/11/2023	Amendment #2: Increased the contract total by \$70,696.42 from \$100,103.26 to \$170,799.68 and extended the contract term from 01/28/2023 through 10/31/2023, exercising the second (2 nd) of two (2) options to renew upon mutual consent. Presented to F&P Committee on: 01/11/2023	01/28/2023 through 10/31/2023	\$70,696.42
11/14/2023	Amendment #3: Increased the contract total by \$70,696.42 from \$170,799.68 to \$241,496.10 and, added and immediately exercised a third (3 rd) option to renew the contract term for one (1) year from 11/01/2023 through 10/31/2024. Presented to F&P Committee on: 11/14/2023	11/01/2023 through 10/31/2024	\$70,696.42
09/18/2024	Amendment #4: Increase the contract total by \$47,130.95 from \$241,496.10 to \$288,627.05. Presented to F&P Committee on: 09/18/2024	N/A	\$47,130.95
Pending	Amendment #5: Add and immediately extend the contract term for one (1) year from 11/01/2024 to 10/31/2025 and add the option to renew annually upon mutual consent. Increase the contract total by \$141,227.37 from \$288,627.05 to \$429,854.42.	11/01/2024 through 10/31/2025	\$141,227.37
Total (including the pending amendment)			\$429,854.42

Purpose of Amendment:

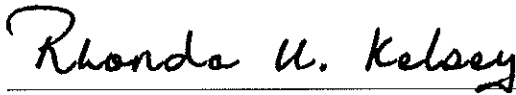
The purpose of this amendment is to add and immediately extend the contract term for one (1) year from 11/01/2024 to 10/31/2025 and add the option to renew annually upon mutual consent. Additionally, it is to increase the contract total by \$141,227.37 from \$288,627.05 to \$429,854.42, in accordance with the Contractor's Quote #50414342 dated 10/02/2024. Operating funds will be used for this contract amendment.

Justification for Waiver:

DocuSign is a web-based software platform that is used regularly by City departments to send and receive documents for review and signature electronically. It has allowed the City to reduce paperwork, increase operational efficiency, and cost savings for mailings, paper, and materials where physical paperwork is no longer required. DocuSign is propriety to Carahsoft Technology Corporation.

For this reason and in accordance with City Charter 16-05-4a, Finance and Personnel Committee approval is waived for services authorized by the Common Council.

DocuSigned by:



City Purchasing Director
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11/19/2024

Date

F&P Waiver Presentation Date: 12/11/2024

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single Source Contract
Contract #E0000018834**

Background:

User Department:	Milwaukee Fire Department
Purchasing Agent:	Ann Patz
Contract Description:	Vendor Service Contract for Peer Support for the Milwaukee Overdose Response Initiative (MORI) Program
Vendor Name and Location:	WisHope, Inc. d/b/a Project WisHope (Waukesha, WI)
Contract Term:	01/01/2022 – 09/30/2024
Requisition # & Date Received:	Requisition #0000020847 & Date Received 11/21/2024
Original Contract Amount:	\$173,251.00 (COSSAP/NACCHO Grant Funded)
Expenditures to Date:	\$290,246.00
Current Contract Amount:	\$290,246.00

History of Contract Amendments:

Date	Item	Term	Cost
04/13/2022	Original Contract - Vendor Service Contract for Peer Support for the Milwaukee Overdose Response Initiative (MORI) Program F&P Approval Presentation Date: 04/13/2022	01/01/2022 through 09/30/2024	\$173,251.00
09/13/2023	Amendment #1 - Increased the contract total by \$36,995.00 from \$173,251.00 to \$210,246.00, and incorporate the Scope of Work revised 08/15/2023. F&P Waiver Presentation Date: 09/13/2023	n/a	\$36,995.00
03/15/2024	Amendment #2 – Increased the contract total by \$40,000.00 from \$210,246.00 to \$250,246.00. F&P Waiver Presentation Date: 03/15/2024	n/a	\$40,000.00
06/26/2024	Amendment #3 – Increased the contract total by \$40,000.00 from \$250,246.00 to \$290,246.00. F&P Waiver Presentation Date: 06/26/2024	n/a	\$40,000.00
Pending	Amendment #4: Increase the contract total by \$11,117.82 from \$290,246.00 to \$301,363.82.	n/a	\$11,117.82
Total (including the pending amendment)			\$301,363.82

Purpose of Amendment:

This is a recommendation to amend the City's existing Vendor Service Contract for Peer Support for the Milwaukee Overdose Response Initiative (MORI) Program with WisHope, Inc. d/b/a Project WisHope (WisHope) to increase the contract total by \$11,117.82 from \$290,246.00 to \$301,363.82. This is the amount of the final invoice for this contract.

Justification for Waiver:

WisHope was included as part of the Comprehensive Opioid, Stimulant and Substance Abuse Site Program (COSSAP) Grant application and National Association of County and City Health Officials (NACCHO) Grant to provide peer support services for the MORI Program. MORI has taken a community-wide approach towards addressing the opioid epidemic as a coordinated partnership between the Milwaukee Health Department (MHD) and Milwaukee Fire Department's (MFD) Mobile Integrated Health (MIH) program. The purpose of this project is to decrease overdose fatalities, increase access to evidence-based treatment, and decrease emergency department usage. MORI provides immediate follow-up to all individuals in Milwaukee County who have engaged with the Emergency Medical System (EMS) as a result of an overdose.

WisHope has picked up additional hours that the other providers were unable to fulfill due to staffing issues to keep the program staffed. MFD received an additional grant for a second (2nd) MORI team (awarded to Milwaukee Health Department and passed through); this NACCHO grant allotted additional funds to be used for the Peer Support agencies assisting with the MORI program.

For this reason and in accordance with City Charter 16-05-4a, Finance and Personnel Committee approval is waived for services authorized by the Common Council.

DocuSigned by:

Rhonda U. Kelsey

City Purchasing Director
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12/2/2024

Date

F&P Waiver Presentation Date: 12/11/2024

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single Source Contract
Contract #E0000020469**

Background:

User Department:	Milwaukee Fire Department
Purchasing Agent:	Ann Patz
Contract Description:	Vendor Service Contract for Engine and Transmission Repair, Service, and OEM Parts
Vendor Name and Location:	Interstate Power Systems, Inc. dba Interstate Power Systems (Butler, WI)
Contract Term:	Three (3) years from date of award with three (3) options extend for one (1) year upon mutual consent
Requisition # and Date Received:	Req. # 0000020782 & Rec'd 10/14/2024
Original Contract Amount:	\$100,000.00
Expenditures to Date:	\$62,686.01
Current Contract Amount:	\$100,000.00

History of Contract Amendments:

Date	Item	Term	Cost
09/18/2024	Original Contract: Vendor Service Contract for Engine and Transmission Repair, Service, and OEM Parts Approved by F&P Committee on: 09/18/2024	07/30/2024 through 07/29/2027	\$100,000.00
Pending	Amendment #1: Increase the contract total by \$75,000.00 from \$100,000.00 to \$175,000.00.	n/a	\$75,000.00
Total (including the pending amendment)			\$175,000.00

Purpose of Amendment:

Recommend the City of Milwaukee Fire Department's (MFD) existing Single Source Vendor Service Contract for Engine and Transmission Repair, Service and OEM Parts with Interstate Power Systems, Inc. dba Interstate Power Systems be amended to increase the contract total by \$75,000.00 from \$100,000.00 to \$175,000.00 to cover additional repairs needed.

Justification for Waiver:

MFD is looking to have Detroit engines and Allison transmissions repaired and serviced, along with OEM parts. Interstate Power Systems is the only local vendor that is an authorized dealer and provider for Detroit engines and Allison transmissions. The vendor is readily available and can provide the necessary repairs and get the fire apparatus back into service that are critical to providing emergency services to the City of Milwaukee.

For this reason and in accordance with City Charter 16-05-4a, Finance and Personnel Committee approval is waived for services authorized by the Common Council.

DocuSigned by:

Rhonda U. Kelsey

City Purchasing Director
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11/5/2024

Date

F&P Waiver Presentation Date: 12/11/2024

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single Source Contract
Contract # E0000020743**

Background:

User Department:	Milwaukee Health Department
Purchasing Agent:	Ann Patz
Contract Description:	Vendor Service Contract for Community Health Worker Training and Certification
Vendor Name and Location:	Milwaukee Area Health Education Center, Inc. (Milwaukee, WI)
Contract Term:	09/01/2024 through 05/31/2026
Requisition # and Date Received:	Requisition # 0000020743 & Rec'd 10/08/2024
Original Contract Amount:	\$250,000.00 (CDC EMERGE COVID-19 Grant Funded)
Expenditures to Date:	\$0.00
Current Contract Amount:	\$250,000.00

Purpose of Contract:

The purpose of this contract is to allow Milwaukee Health Department (MHD) to dispense with the competitive bidding process and enter into a Single Source Vendor Service Contract for Community Health Worker Training and Certification with Milwaukee Area Health Education Center, Inc. (MAHEC). The contract term is 09/01/2024 through 05/31/2026 and the contract total is \$250,000.00.

Justification for Waiver:

A Community Health Worker (CHW) provides education, outreach and referrals to the citizens of the City of Milwaukee. MHD is seeking to expand access to COVID-19 preventative services through culturally competent communications, community-based outreach and engagement, and expanding building an increasingly diverse and inclusive public health workforce who are equipped to assess and address the needs of communities disproportionately affected by COVID-19. MAHEC provides Community Health Worker training and certification, including an inaugural bi-lingual cohort planned for September 2024. MAHEC also complements the certification with a robust and longitudinal program of coaching, placement support, and a track record of permanent hiring to build this expertise in the public health workforce of community health workers.

The MAHEC Community Health Worker (CHW) certification, which is accredited for UW-Madison Continuing Education Units, developed a Spanish language CHW certification that is new and launched in September 2024. Other CHW training entities do not offer bilingual instruction, nor UW-Madison Continuing Education Units. Bilingual capacity, accreditation, and continuing education credits are critical needs for building a community led, community connected health worker base in Milwaukee and only offered currently in Milwaukee by MAHEC.

For this reason and in accordance with City Charter 16-05-4a, Finance and Personnel Committee approval is waived for services authorized by the Common Council.

DocuSigned by:

Rhonda U. Kelsey

11/29/2024

City Purchasing Director
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Date

F&P Waiver Presentation Date: 12/11/2024

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single Source Contract
Contract #E0000019002**

Background:

User Department:	Milwaukee Health Department
Purchasing Agent:	Diana Herrejon
Contract Description:	Vendor Service Contract for Beach Water Quality Monitoring Services
Vendor Name and Location:	The Board of Regents of The University of Wisconsin System on Behalf of The University of Wisconsin-Milwaukee (Milwaukee, WI)
Contract Term:	01/01/2021-12/31/2023 with three (3) options to extend for one (1) year upon mutual consent
Requisition # and Date Received:	0000020827 & 11/01/2024
Original Contract Amount:	\$119,609.00 Special Project 3815-R395
Expenditures to Date:	\$71,602.89
Current Contract Amount:	\$129,609.00

History of Contract Amendments:

Date	Item	Term	Cost
11/10/2022	Vendor Service Contract for Beach Water Quality Monitoring Services	01/01/2021 through 12/31/2023	\$119,609.00
01/10/2024	Amendment #1 – Exercise the first (1 st) of three (3) options to extend upon mutual agreement, by extending the contract term for one (1) year from 01/01/2024 through 12/31/2024. Additionally, by increasing the contract total by \$10,000.00 from \$119,609.00 to \$129,609.00 to cover the term of the contract. F&P Waiver Presentation Date: 01/10/2024	01/01/2024 through 12/31/2024	\$10,000.00
Pending	Amendment #2 - Incorporate the Scope of Work for the 2024 Beach Water Monitoring season into the contract. Increase the contract total by \$28,509.00 from \$129,609.00 to \$158,118.00 to support the Scope of Work. Exercise the second (2 nd) of three (3) options to extend upon mutual agreement, by extending the contract term for one (1) year from 01/01/2025 through 12/31/2025.	01/01/2024 through 12/31/2025	\$28,509.00
Total (including the pending amendment)			\$158,118.00

Purpose of Amendment:

The purpose of this amendment is to incorporate the Scope of Work for the 2024 Beach Water Monitoring season, which will run from May 1, 2024, through December 30, 2024 and to increase the contract total by \$28,509.00 from \$129,609.00 to \$158,118.00 to support the Scope of Work. In addition, exercising the second (2nd) of three (3) options to extend upon mutual agreement, by extending the contract term for one (1) year from 01/01/2025 through 12/31/2025.

Justification for Waiver:

The City of Milwaukee Health Department (MHD) has a long-standing relationship with the University of Wisconsin-Milwaukee Zilber School of Public Health (ZSPH) Miller Laboratory to conduct water sampling, research, and testing at all four (4) of Milwaukee Beaches. Consequently, ZSPH advises MHD on required public risk messaging per State Statute. ZSPH provides data management capacity that is currently unavailable on the market in terms of the breadth and scope of freshwater analysis.

Water samples are collected and analyzed at both ZSPH and MDH laboratories. E. coli, a bacterial microorganism found in bodies of water, is used as an indicator species for water quality. Results from E. coli level testing inform public health decisions with recreational water advisory or closure notifications implemented when elevated bacterial levels or other environmental factors indicate potential health concerns. The Miller Lab collects real-time data by deploying sensors on a buoy at Bradford Beach. Water parameters such as wave height, water clarity, current, and wind direction, amongst other indicators, are collected. This information, along with sanitary survey and meteorological data, is input into a predictive model to prove water quality assessment in a more timely, cost-effective, and less labor-intensive way. In addition, the leveraging of the ZSPH partnership will include additional water quality analysis for chemical pollution that will further inform public health decision-making regarding water quality, public risk communication, and protection of patrons from adverse environmental pollutant exposure and disease.

MHD has contracted with ZSPH for these services for multiple years with contracts E11741 (2012), E12494 (2013), E13253 (2014), E13938 (2015), and E17903 (2020). The commencement of E19002 was retroactive because MHD did not include options to extend E17903 and had staffing shortages that delayed entering the requisition for a new contract. However, services continued due to their impact on public safety.

For this reason and in accordance with City Charter 16-05-4a, Finance and Personnel Committee approval is waived for services authorized by the Common Council.

DocuSigned by:

Rhonda U. Kelsey

City Purchasing Director
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11/5/2024

Date

F&P Waiver Presentation Date: 12/11/2024

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single Source Contract
Contract # E0000020684**

Background:

User Department:	Milwaukee Health Department
Purchasing Agent:	Ann Patz
Contract Description:	Vendor Service Contract for Milwaukee Health Department Billing Process Assessment
Vendor Name and Location:	Ankura Intermediate Holdings, LP d/b/a Ankura Consulting Group, LLC
Contract Term:	One Hundred Twenty (120) days from date of award
Requisition # and Date Received:	Requisition # 0000020684 & Rec'd 08/29/2024
Original Contract Amount:	\$65,000.00 (CDC PH Infra-A2/GRANT-FUNDED)
Expenditures to Date:	\$0.00
Current Contract Amount:	\$65,000.00

Purpose of Contract:

The purpose of this contract is to allow Milwaukee Health Department (MHD) to dispense with the competitive bidding process and enter into a Single Source Vendor Service Contract for Milwaukee Health Department Billing Process Assessment with Ankura Intermediate Holdings, LP d/b/a Ankura Consulting Group, LLC (Ankura). The contract term is one hundred twenty (120) days from date of award and the contract total is \$65,000.00.

Justification for Waiver:

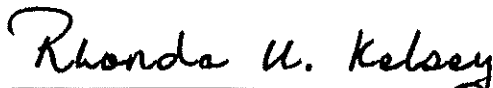
MHD requires a review of their billing practice and process in anticipation of moving to their new Electronic Health Record. The assessment will provide a value and cost-effectiveness analysis for billing activity, set a baseline performance for revenue cycle, pay rates, costs to collect, and identify the resource commitment and critical workflow for MHD's future medical billing activity.

This assessment is funded by the CDC Public Health Infrastructure grant and must be carried out by November 30, 2024 per the grant agreement between the MHD and CDC. MHD has been seeking a temporary staffer or short-term consultant since April 2024 through PS Staffing and Maxim/Amergis Health Staffing. Neither were able to find a suitable individual between April and August 2024.

MHD solicited proposals for the same scope of work from four (4) vendors, including one (1) City SBE and two (2) State of WI SWMBE firms, and one (1) did not respond. Two (2) stated the scope of work was outside their capacity. Ankura is the only vendor that has the capacity to provide the assessment.

For this reason and in accordance with City Charter 16-05-4a, Finance and Personnel Committee approval is waived for services authorized by the Common Council.

DocuSigned by:



City Purchasing Director
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12/2/2024

Date

F&P Waiver Presentation Date: 12/11/2024