



Department of Administration
Purchasing Division

Tom Barrett
Mayor

Sharon Robinson
Director of Administration

Rhonda U. Kelsey
City Purchasing Director

November 4, 2021

Honorable Members of the Common Council
Common Council
City Hall Room 205
200 East Wells Street
Milwaukee, Wisconsin 53202

Dear Honorable Members:

I am seeking your approval to introduce a communication file by "Title Only" in regard to the forthcoming submission of annual reports regarding the *Local Business Enterprise (LBE)* program and the *Socially Responsible Contractors (SRC)* bid incentive as required in Milwaukee Code of Ordinances (MCO) Chapter 365 and Chapter 310.

Thank you in advance for your consideration.

Sincerely,

Rhonda U. Kelsey
City Purchasing Director

Ref: Rkelse/BOD/CCFiles/2018Intro.doc