

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Sole Source Contract
Contract #E000008944**

Background:

| | |
|---|---|
| User Department: | Milwaukee Health Department (MHD) |
| Purchasing Agent: | Ann Patz |
| Contract Description: | Vendor Service Contract for Computer Hardware and Software Maintenance of Laboratory Information System (LIS) |
| Vendor Name and Location: | Soft Computer Consultants, Inc. (Clearwater, FL) |
| Contract Term: | 03/20/2009 through 03/19/2012 with the option to extend on yearly basis, as needed, upon mutual agreement |
| Requisition # and Date Received: | 17803 & 09/30/2020 |
| Original Contract Amount: | \$63,700.00 |
| Expenditures to Date: | \$891,510.00 |
| Current Contract Amount: | \$1,400,507.70 |

History of Contract Amendments:

| Date | Item | Term | Cost |
|------------|--|-------------------------------|--------------|
| 04/08/2009 | Original Contract – Vendor Service Contract for Computer Hardware and Software Maintenance of Laboratory Information System (LIS) | 03/20/2009 through 03/19/2012 | \$63,700.00 |
| 05/23/2010 | Amendment #1: Increased the estimated contract total by \$66,720.12 from \$63,700.00 to \$130,420.12. | N/A | \$66,720.12 |
| 12/29/2010 | Amendment #2: Increased the estimated contract total by \$127,355.38 from \$130,420.12 to \$257,775.50. | N/A | \$127,355.38 |
| 04/25/2012 | Amendment #3: Increased the estimated contract total by \$64,247.18 from \$257,775.50 to \$322,022.68 and extended the contract for a period of one (1) year from 03/20/2012 through 03/19/2013. | 03/20/2012 through 03/19/2013 | \$64,247.18 |
| 01/17/2013 | Amendment #4: Increased the estimated contract total by \$71,403.12 from \$322,022.68 to \$393,425.80 and extended the contract for a period of one (1) year from 03/20/2013 through 03/19/2014. Approval waived by F&P Committee on: 01/30/2013 | 03/20/2013 through 03/19/2014 | \$71,403.12 |
| 04/03/2014 | Amendment #5: Increased the estimated contract total by \$78,611.07 from \$393,425.80 to \$472,036.87 and extended the contract for a period of one (1) year from 03/20/2014 through 03/19/2015. This amendment was <u>not</u> presented to F&P Committee. | 03/20/2014 through 03/19/2015 | \$78,611.07 |
| 02/18/2015 | Amendment #6: Increased the estimated contract total by \$73,587.66 from \$472,036.87 to \$545,624.53 and extended the contract for a period of one (1) year from 03/20/2015 through 03/19/2016. Approval waived by F&P Committee on: 02/25/2015 | 03/20/2015 through 03/19/2016 | \$73,587.66 |
| 01/28/2016 | Amendment #7: Increased the estimated contract total by \$76,623.72 from \$545,624.53 to \$622,248.25 and extended the contract for a period of one (1) year from 03/20/2016 through 03/19/2017. Approval waived by F&P Committee on: 02/03/2016 | 03/20/2016 through 03/19/2017 | \$76,623.72 |
| 03/15/2017 | Amendment #8: Increased the estimated contract total by \$84,051.56 from \$622,248.25 to \$706,299.81 and extended the contract for a period of one (1) year from 03/20/2017 through 03/19/2018. | 03/20/2017 through 03/19/2018 | \$84,051.56 |

| | | | |
|--|--|-------------------------------------|-----------------------|
| | Approval waived by F&P Committee on: 03/22/2017 | | |
| 10/25/2017 | Amendment #9: Increased the estimated contract total by \$60,000.00 from \$706,299.81 to \$766,299.81. (This specific amendment was funded by the 2017-18 Epidemiology and Laboratory Capacity (ELC) - Building and Strengthening Epidemiology, Laboratory and Health Information Systems Capacity grant from the Department of Health Services – Resolution #170760.) | N/A | \$60,000.00 |
| | Approval waived by F&P Committee on: 11/01/2017 | | |
| 03/15/2017 | Amendment #10: Increased the estimated contract total by \$83,399.98 from \$766,299.81 to \$849,699.79 and extended the contract for a period of one (1) year from 03/20/2018 through 03/19/2019. | 03/20/2018 through 03/19/2019 | \$83,399.98 |
| | Approval waived by F&P Committee on: 03/21/2018 | | |
| 10/28/2018 | Amendment #11: Increased the estimated contract total by \$30,075.00 from \$849,699.79 to \$879,774.79. | N/A | \$30,075.00 |
| | Approval waived by F&P Committee on: 12/12/2018 | | |
| 05/01/2019 | Amendment #12: Increased the estimated contract total by \$96,226.81 from \$879,774.79 to \$976,001.60 and extended the contract for a period of one (1) year from 03/20/2019 through 03/19/2020. | 03/20/2019 through 03/19/2020 | \$96,226.81 |
| | Approval waived by F&P Committee on: 05/01/2019 | | |
| 11/19/2019 | Amendment #13: Increased the estimated contract total by \$301,848.98 from \$976,001.60 to \$1,277,850.58 and extended the contract for a period of three (3) years from 03/20/2020 through 03/19/2023. | 03/20/2020 through 03/19/2023 | \$301,848.98 |
| | Approval waived by F&P Committee on: 11/19/2019 | | |
| 6/10/2020 | Amendment #14: Increased the estimated contract total by \$55,700.00 from \$1,277,850.58 to \$1,333,550.58. | N/A | \$55,700.00 |
| | Approval waived by F&P Committee on: 06/10/2020 | | |
| 09/16/2020 | Amendment #15: Increased the estimated contract total by \$66,957.12 from \$1,333,550.58 to \$1,400,507.70. | N/A | \$66,957.12 |
| | Approval waived by F&P Committee on: 09/16/2020 | | |
| Pending | Amendment #16: Increase the estimated contract total by \$11,900.00 from \$1,400,507.70 to \$1,412,407.70. | N/A | \$11,900.00 |
| | Approval waived by F&P Committee on: | | |
| Total (including the pending amendment) | | | \$1,412,407.70 |

Purpose of Amendment:

The purpose of this amendment is to increase the estimated contract total of the Milwaukee Health Department's Vendor Service Contract for Computer Hardware and Software Maintenance of LIS with Soft Computer Consultants, Inc. by \$11,900.00 from \$1,400,507.70 to \$1,412,407.70.

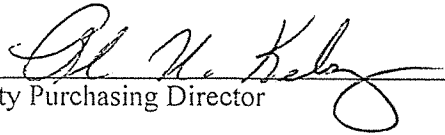
This increase will cover the one-time expense for the remaining work to deploy SoftWeb module, which was purchased in July 2020 allowing for remote result viewing for clinicians and to be in accordance to vendor invoice #162250 dated 09/30/2020. The remaining expense is to build/implement the remaining functionality of the software module to allow for client driven test order entry. Health Department Lab staff will require less clerical time of performing data entry and quality checks, allowing staff resources to be used for other work.

Justification for Waiver:

In 1995, the MHD Lab purchased the Laboratory Information System (LIS). The LIS uses proprietary software developed and maintained by SCC Soft Computer and the hardware is specified and maintained by SCC to run their software. To date, this system has been successful for the MHD Lab and utilized for ordering, recording, testing, and reporting patient test results. The program provides additional support as a data repository system for archiving and generating data reports. The system is integral in best practices associated with being HIPAA compliant and supports by KHC clinical services and fee-for service testing; it also houses all clinical and

testing, and reporting patient test results. The program provides additional support as a data repository system for archiving and generating data reports. The system is integral in best practices associated with being HIPAA compliant and supports by KHC clinical services and fee-for service testing; it also houses all clinical and environmental test results that are retrieved routinely for annual reports and other data analysis. The LIS supports cost savings initiatives by allowing the ability to perform in-house billing/invoice management.

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.



City Purchasing Director

10-9-2020
Date

F&P Waiver Presentation Date: 10/28/2020

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single Source Contract
Contract #E0000017822**

Background:

| | |
|---|---|
| User Department: | Health |
| Purchasing Agent: | Ann Patz |
| Contract Description: | Vendor Service Contract for Tents, Lights, and Heaters for COVID-19 Testing Sites |
| Vendor Name and Location: | Canopies, LLC (Milwaukee, WI) |
| Contract Term: | One (1) year from date of award with option to extend upon mutual consent |
| Requisition # and Date Received: | 0000017822 Rec'd 10/9/2020 (Road to Recovery Grant Funded) |
| Original Contract Amount: | \$700,000.00 |
| Expenditures to Date: | \$ 0.00 |
| Current Contract Amount: | \$ 700,000.00 |

Purpose of Contract:

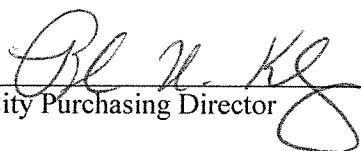
The purpose of this contract is to allow the City of Milwaukee Health Department (MHD) to dispense with the competitive bidding process and enter into a Vendor Service Contract for Tents, Lights, and Heaters for COVID-19 Testing Sites with Canopies, LLC for a contract term of one (1) year with the option to extend upon mutual consent for an estimated contract total of \$700,000.00. Federal Grant Road to Recovery will be used to fund this contract.

This contract will allow the Health Department to purchase or rent large stable structure tents to perform COVID-19 testing and flu vaccinations at multiple sites throughout the City of Milwaukee. In addition, the purchase will include tent flaps, pop-up tents located within the structure, heating lamps, and materials to safely heat the tents. Once the use of the structures and equipment is completed the vendor will be used for storage of purchased items.

Justification for Waiver:

Canopies, LLC is the only vendor that has the ability to meet the equipment required and deadlines of the project setup. This purchase is necessary as the National Guard COVID-19 testing sites will be closing and MHD will be responsible for testing in the City of Milwaukee. Since COVID-19 testing and flu vaccinations will be performed outside (to limit the spread of the virus), staff and equipment will need to be sheltered and protected from the environmental elements.

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.



City Purchasing Director

10.21.2020
Date

F&P Waiver Presentation Date: 10/28/2020

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single Source
Contract #E0000017457**

Background:

| | |
|---|---|
| User Department: | Health |
| Purchasing Agent: | Ann Patz |
| Contract Description: | Vendor Service Contract for Sanitation Hand Wash Sinks |
| Vendor Name and Location: | Service Sanitation Wisconsin, Inc. (Gary, Indiana) |
| Contract Term: | 05/18/2020 through 11/17/2020 |
| Requisition # and Date Received: | 0000017831 & 10/12/2020 (Road to Recovery Grant Funds) |
| Original Contract Amount: | \$66,600.00 |
| Expenditures to Date: | \$41,355.00 |
| Current Contract Amount: | \$66,600.00 |

History of Contract Amendments:

| Date | Item | Term | Cost |
|--|---|-------------------------------|---------------------|
| 06/10/2020 | Original Contract: Vendor Service Contract for Sanitation Hand Wash Sinks for COVID-19 Testing Sites Waiver Approved by F&P Committee on: 06/10/2020 | 05/18/2020 through 11/17/2020 | \$66,600.00 |
| Pending | Amendment #1: Increase the estimated contract total by \$66,000.00 from \$66,600.00 to \$132,600.00, add option to extend upon mutual consent, and extend six (6) months from 11/18/2020 through 05/17/2021 exercising the option to extend upon mutual consent. | 11/18/2020 through 05/17/2021 | \$66,000.00 |
| Total (including the pending amendment) | | | \$132,600.00 |

Purpose of Amendment:

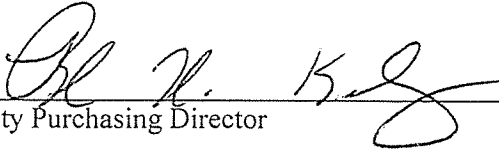
Recommend the existing Vendor Service Contract for Sanitation Hand Wash Sinks at COVID -19 Shelter Sites with Service Sanitation Wisconsin, Inc. be amended to add the option to extend upon mutual consent, increase the estimated contract total by \$66,000.00 from \$66,600.00 to \$132,600.00, and extend the contract term for a term of six (6) months from 11/17/2020 through 05/17/2021 exercising the option to extend upon mutual consent for continuous services during the COVID pandemic.

Justification for Waiver:

The Health Department has expanded COVID-19 testing to two (2) health centers and the increase in sanitation needs for staff working at the testing sites will have limited access to the health centers. These sites need to be equipped with proper hand washing stations and disinfection services to the sanitation equipment. These stations have been placed at each site to prevent the spread of COVID-19. The stations that have been provided are identified as an approved method of hand sanitation.

Given the urgent need for proper hand washing stations due to the COVID-19 pandemic, the Health Department has set up shelter sites throughout the city and they need to be equipped with proper hand washing stations. These sink stations have been approved as a method of hand sanitation and will be placed at each site to prevent the spread of COVID-19.

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.



City Purchasing Director

10.21.2020
Date

F&P Waiver Presentation Date: 10/28/2020

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
Sole Source Contract
Contract #E0000012706**

Background:

| | |
|--------------------------------------|--|
| User Department: | DPW – Infrastructure – Facility Development and Management |
| Purchasing Agent: | Ann Patz |
| Contract Description: | VSC for Card Access Maintenance |
| Vendor Name and Location: | Toepfer Security Corporation (Waukesha, WI) |
| Contract Term: | 01/01/2014-12/31/2014 with option to extend annually as needed |
| Requisition # and Date Rec'd: | Req. 17807, Rec'd: 10/05/2020 |
| Original Contract Amount: | \$ 750,000.00 |
| Expenditures to Date: | \$ 2,646,719.69 |
| Current Contract Amount: | \$ 2,750,000.00 |

History of Contract Amendments:

| Date | Item | Term | Cost |
|------------|---|--------------------------------------|--------------|
| 11/30/2013 | <u>Original Contract:</u> VSC for Card Access Maintenance for a period of one (1) year from 01/01/2014 through 12/31/2014 with the option to extend annually for one (1) year upon mutual consent as needed. Waiver Presented: 10/30/2013 | 01/01/2014 through 12/31/2014 | \$750,000.00 |
| 01/15/2015 | <u>Amendment #1:</u> Extended the contract for one (1) year from 01/01/2015 through 12/31/2015, exercising the option to extend for one (1) year upon mutual agreement. F&P Review Not Required. | 01/01/20015 through 12/31/2015 | n/a |
| 07/17/2015 | <u>Amendment #2:</u> Increased the estimated contract total by \$500,000.00 from \$750,000.00 to \$1,250,000.00. Waiver Presented: 07/17/2015 | n/a | \$500,000.00 |
| 01/17/2016 | <u>Amendment #3:</u> Extended the contract for one (1) year from 01/01/2016 through 12/31/2016, exercising the option to extend for one (1) year upon mutual agreement. F&P Review Not Required. | 01/01/2016 through 12/31/2017 | n/a |
| 01/20/2017 | <u>Amendment #4:</u> Increased the estimated contract total by \$500,000.00 from \$1,250,000.00 to \$1,750,000.00 and extended the contract for one (1) year from 01/01/2017 through 12/31/2017, exercising the option to extend for one (1) year upon mutual agreement. Waiver Presented: 02/01/2017 | 01/01/2017 through 12/31/2017 | \$500,000.00 |
| 4/23/2018 | <u>Amendment #5:</u> Increased the estimated contract total by \$500,000.00 from \$1,750,000.00 to \$2,250,000.00 and extended the contract for one (1) year from 01/01/2018 through 12/31/2018, exercising the option to extend for one (1) year upon mutual agreement. | 01/01/2018 through 12/31/2018 | \$500,000.00 |
| 12/05/2018 | <u>Amendment #6:</u> Extended the contract for one (1) year from 01/01/2019 through 12/31/2019, exercising the option to extend for one (1) year upon mutual agreement. | 01/01/2019 through 12/31/2019 | n/a |

| | | | |
|--|--|-------------------------------|-----------------------|
| 06/12/2019 | <u>Amendment #7:</u> Increased the estimated contract total by \$500,000.00 from \$2,250,000.00 to \$2,750,000.00. Waiver Presented: 06/12/2019 | n/a | \$500,000.00 |
| | <u>Amendment #8:</u> Extended contract for one (1) year from 01/01/2020 through 12/31/2020, exercising the option to extend for one (1) year upon mutual consent. No F&P Needed | 01/01/2020 through 12/31/2020 | n/a |
| Pending | <u>Amendment #9:</u> Increase the estimated contract total by \$100,000.00 from \$2,750,000.00 to \$2,850,000.00 and extend the contract for one (1) year from 01/01/2021 through 12/31/2021 exercising the option to extend for one (1) year upon mutual consent. | 01/01/2021 through 12/31/2021 | \$100,000.00 |
| Total (including the pending amendment) | | | \$2,850,000.00 |

Purpose of Amendment:

This represents the ninth (9th) amendment requested by DPW – Infrastructure – Facility Development and Management to increase the estimated contract total by \$100,000.00 from \$2,750,000.00 to \$2,850,000.00 and extend the contract one (1) year exercising the option to extend one (1) year upon mutual consent.

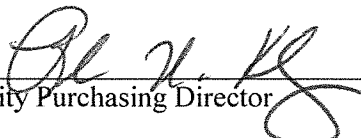
Additional funds will cover costs to complete the new equipment and panel upgrades for DPW, Health, MPD, Water Works, Port of Milwaukee, and MFD departments to provide annual software licenses, ongoing security management, hardware maintenance, software maintenance, and upgraded access hardware throughout City-owned buildings. Project work will be funded by Capital funding and service work will be funded by O&M funds.

Justification for Waiver:

Toepfer Security Corporation supports the security systems for several City Departments including the Water Department, Department of Public Works (DPW), Milwaukee Fire Department (MFD), Milwaukee Police Department (MPD), and the Port of Milwaukee.

Toepfer Security Corporation controls, monitors, and gathers information on video surveillance, card access records, security schedules, building infrastructure data, and automated controls for the majority of the City buildings. To ensure that these systems continue to be operational, it is critical that they be monitored and maintained by Toepfer Security Corporation on an annual basis.

Toepfer Security Corporation’s access, surveillance, and security systems, including the corresponding software is proprietary. Maintenance and support for these systems can only be provided by Toepfer Security Corporation; therefore, 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.



 City Purchasing Director



 Date

F&P Waiver Presentation Date: 10/28/2020

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Sole Source Contract
Contract #E0000014353**

Background:

| | |
|---|--|
| User Department: | City Treasurer |
| Purchasing Agent: | Marina Litvinets |
| Contract Description: | VSC for Proprietary Software Support and Maintenance for the INOVAH Software In Use Within the City Treasurer Office |
| Vendor Name and Location: | System Innovators – A Division of the N. Harris Computer Corporation (Jacksonville, FL) |
| Contract Term: | 05/01/2016 – 12/31/2020 |
| Requisition # and Date Received: | 0000017769 & 09/24/2020 |
| Original Contract Amount: | \$133,152.47 |
| Expenditures to Date: | \$243,292.47 |
| Current Contract Amount: | \$250,572.47 |

History of Contract Amendments:

| Date | Item | Term | Cost |
|--|--|--------------------------------|---------------------|
| 01/07/2016 | Original Contract E13205 - Vendor Service Contract for Proprietary Software Support and Maintenance for the INOVAH Software In Use Within the City Treasurer Office. Waiver Presented to F&P Committee: 01/13/2016 | 05/01/2016 to 12/31/2020 | \$133,152.47 |
| 07/07/2017 | Amendment #1: Increased the estimated contract total by \$117,420.00 from \$133,152.47 to \$250,572.47. Waiver Presented to F&P Committee: 07/17/2017 | n/a | \$117,420.00 |
| Pending | Amendment #2: Increase the estimated contract total by \$204,519.48 from \$250,572.47 to \$455,091.95 and extend the contract term for five (5) years from 01/01/2021 to 12/31/2025. | 01/01/2021 to 12/31/2025 | \$204,519.48 |
| Total (including the pending amendment) | | | \$455,091.95 |

Purpose of Amendment:

The purpose of this amendment is to extend the contract term for five (5) years from 01/01/2021 to 12/31/2025 and to increase the estimated contract total by \$204,519.48 from \$250,572.47 to \$455,091.95 to allow for the acquisition, modification and annual support of the System Innovators iNovah cashier system interface to the real-time Tyler Technologies Munis Tax System.

Justification for Waiver:

Upon full execution of this amendment, iNovah cashing software will continue to be used to process and account for all payments tended within the Office of the City Treasurer. This allows a number of transaction data files to be generated for Department of Employee Relations' COBRA insurance premium payments, Department of Public Works' various accounts receivable payments and Employee's Retirement System's insurance premium payments which are uploaded to various departmental systems, including, but not limited to,

the Financial Information Management System (FMIS) general ledger and accounts receivable, the tax collection system and the City Clerk License Division payment system.

Extension of the current contract assures that the Office of the City Treasurer will be able to continue the collection of revenue due the City of Milwaukee. In 2019, the office processed 174,289 financial transactions totaling \$3,283,813,738.

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.



City Purchasing Director

10.21.2020
Date

F&P Waiver Presentation Date: October 28, 2020