

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single Source Contract
Contract #E0000014967**

Background:

User Department:	Department of Administration – Environmental Collaboration Office
Purchasing Agent:	Karen Jeffries, CPPB
Contract Description:	VSC for Creation/Implementation of a Marketing and Communications Plan
Vendor Name and Location:	Milwaukee Downtown Business Improvement District 21 (BID 21)
Contract Term:	Date of Contract Execution – 07/31/2018
Requisition # and Date Received:	0000014967, Received 09/30/2016
Original Contract Amount:	\$55,625.00 (GRANT-FUNDED)
Expenditures to Date:	N/A
Current Contract Amount:	N/A

Purpose of Contract:

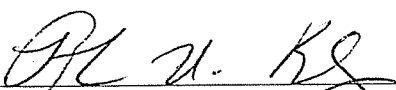
The Department of Administration - Environmental Collaboration Office is seeking to enter into a Vendor Service Contract for the Creation and Implementation of a Marketing and Communications Plan. The contract period will be from the date of contract award through July 31, 2018 with a contract total of \$55,625.00 with grant required matching funds of \$55,625.00 from BID 21, in accordance with the approvals of Common Council Resolution No. 151315 dated December 15, 2015 by the Finance and Personnel Committee on January 13, 2016 and the Common Council on January 28, 2016 of the United States Department of Energy Better Building Challenge-Milwaukee grant award for contracts with partner organizations to develop a comprehensive energy efficiency program for commercial buildings.

The City of Milwaukee filed an Application for and received a grant award from the United States Department of Energy (DOE) in Funding Opportunity Announcement Number DE-FOA-0001168 Advancing Solutions to Improve the Energy Efficiency of U.S. Commercial Buildings in the amount of \$750,000. Total funding of the BBC program is \$1,500,000, with maximum grant funding of \$750,000.

Justification for Waiver:

Substitute Common Council Resolution No. 151315 specifically authorizes the Department of Administration – Environmental Collaboration Office to contract with Milwaukee Downtown (BID 21) and other BIDs who will advocate for and promote the program to appropriate properties in the City of Milwaukee, provide marketing for the program, and assist in securing appropriate event and meeting space for program functions.

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

1-23-2017
Date

F&P Waiver Presentation Date: 02/01/2017

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single / Sole Source Contract
Contract #E12706**

Background:

User Department:	Department of Public Works
Purchasing Agent:	Mason Lavey
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 the option to extend annually
Requisition # and Date Received:	Requisition #15071, Received 12/02/2016
Original Contract Amount:	\$750,000.00
Expenditures to Date:	\$1,174,936.79
Current Contract Amount:	\$1,250,000.00

If Amendment, History of Contract Amendments:

Date	Item	Term	Cost
10/30/2013	<u>Original Contract:</u> VSC for Card Access Maintenance for a period of one (1) year from 01/01/2014 – 12/31/2014 with the option to extend annually for one (1) year upon mutual agreement. Waiver Presented: 10/30/2013	01/01/2014 to 12/31/2014	\$750,000.00
01/15/2015	<u>Amendment #1:</u> Extend the contract for one (1) year from 01/01/2015 to 12/31/2015, exercising the annual option to extend for one (1) year upon mutual agreement. Waiver Presented: F&P Committee review not required for extension.	01/01/2015 to 12/31/2015	N/A
07/17/2015	<u>Amendment #2:</u> Increase the estimated contract total by \$500,000.00 from \$750,000.00 to \$1,250,000.00. Waiver Presented: 07/17/2015	01/01/2015 to 12/31/2015	\$500,000.00
01/17/2016	<u>Amendment #3:</u> Extend the contract for one (1) year from 01/01/2016 to 12/31/2016, exercising the annual option to extend for one (1) year upon mutual agreement. Waiver Presented: F&P Committee review not required for extension.	01/01/2016 to 12/31/2016	N/A

Pending	<u>Amendment #4:</u> Increase the estimated contract total by \$500,000.00 from \$1,250,000.00 to \$1,750,000.00 and extend the contract for one (1) year from 01/01/2017 to 12/31/2017, exercising the annual option to extend for one (1) year upon mutual agreement.	01/01/2017 to 12/31/2017	\$500,000.00
Total (including the pending amendment)			\$2,750,000.00

Purpose of Contract/Amendment:

The purpose of this amendment is to increase the estimated contract total by \$500,000.00 from \$1,250,000.00 to \$1,750,000.00 and extend the contract for one (1) year from 01/01/2017 to 12/31/2017, exercising the annual option to extend for one (1) year upon mutual agreement.

Additional funds will cover the cost of several upcoming security projects, annual software licenses, ongoing security management, hardware maintenance, software maintenance, and upgraded access hardware throughout the City.

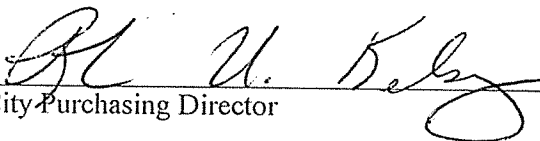
Justification for Waiver:

Toepfer Security Corporation supports the security systems for several City Departments including the Water Department, Department of Public Works, Milwaukee Fire Department, Milwaukee Police Department, 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 City building. 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, and the corresponding software is proprietary. Maintenance and support for these systems can only be provided by Toepfer Security Corporation.

For this reason, Finance and Personnel Committee approval is waived.



 City Purchasing Director

1.20.2017
 Date

F&P Waiver Presentation Date: 02/01/2017

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single Source Contract
Contract #E0000015115**

Background:

User Department:	Milwaukee Health Department (MHD) – Office of Violence Prevention (OVP)
Purchasing Agent:	Karen Jeffries, CPPB
Contract Description:	Vendor Service Contract for Needs Assessment Process Services
Vendor Name and Location:	Board of Regents of the UW System on behalf of the UW-Milwaukee (Helen Bader School of Social Welfare & Zilber School of Public Health)
Contract Term:	01/01/2017 through 09/27/2017 with the Option to Extend Annually through 09/27/2021
Requisition # and Date Received:	0000015115, 01/04/2017
Original Contract Amount:	\$132,497.00 (GRANT-FUNDED)
Expenditures to Date:	N/A

Purpose of Contract:

The Milwaukee Health Department is seeking to enter into a Vendor Service Contract for Needs Assessment Process Services with the Board of Regents of the UW-System on behalf of the UW-Milwaukee (Helen Bader School of Social Welfare & Zilber School of Public Health). Dr. Pate will lead the needs assessment process and identify a set of primary violence/trauma prevention targets for the ReCast Team.

Tasks for year one include:

1. Attend meetings with project leaders, community partners
2. Coordinate with Office of Violence Prevention and Community Advocates
3. Design needs assessment plan
4. Hire and train research assistants
5. Write IRB applications or requests for waivers as appropriate
6. Implement needs assessment plan
 - a. Develop data collection systems
 - b. Supervise research assistants in data collection, data processing, data management
 - c. Conduct analyses
7. Write needs assessment summary and recommendations
8. Produce a program evaluation plan and begin to develop data collection systems

The contract period will be from January 1, 2017 through September 27, 2017 with annual options to extend through September 27, 2021 to align with the Violence Prevention ReCast Milwaukee Project Grant with an estimated contract total of \$132,497.00.

Justification for Waiver:

UW-Milwaukee is named in the grant for the utilization of the Violence Prevention ReCast funds for the Services of UWM-Helen Bader School of Social Welfare & Zilber School of Public Health.

The contract request is in accordance with the grant approvals by the Public Safety Committee on September 29, 2016 and the Common Council on October 11, 2016, whereby the contractor was specified in the grant.

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

1-25-2017
Date

F&P Waiver Presentation Date: February 1, 2017

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single / Sole Source Contract
Contract #E14917**

Background:

User Department:	Milwaukee Police Department
Purchasing Agent:	Mason Lavey
Contract Description:	Sole Source Vendor Service Contract for AFIS System Hardware and Annual Maintenance.
Vendor Name and Location:	SAFRAN USA, INC. dba MorphoTrak, LLC. (Anaheim, CA)
Contract Term:	Five (5) years from 08/01/2016 to 07/31/2021
Requisition # and Date Received:	Requisition #14917, Received 9/22/2016

If Amendment, History of Contract Amendments:

Date	Item	Term	Cost																								
Pending	VSC for Annual AFIS System Maintenance for a period of one (1) year from 08/01/2016 to 07/31/2017, with the option to extend for four (4) additional one (1) terms upon mutual agreement and an estimated contract total of \$418,822.00. Annual costs are as follows: 3% Annual Increase	08/01/2016 to 07/31/2021	\$2,181,489.00																								
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>YEAR</th> <th>ANNUAL COST</th> <th>ANNUAL (%) INCREASE</th> <th>ANNUAL (\$) INCREASE</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td style="text-align: right;">\$410,894.00</td> <td style="text-align: center;">3%</td> <td style="text-align: right;">\$ 12,326.00</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: right;">\$423,220.00</td> <td style="text-align: center;">3%</td> <td style="text-align: right;">\$ 12,697.00</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: right;">\$435,917.00</td> <td style="text-align: center;">3%</td> <td style="text-align: right;">\$ 13,077.00</td> </tr> <tr> <td style="text-align: center;">4</td> <td style="text-align: right;">\$448,994.00</td> <td style="text-align: center;">3%</td> <td style="text-align: right;">\$ 13,470.00</td> </tr> <tr> <td style="text-align: center;">5</td> <td style="text-align: right;">\$462,464.00</td> <td></td> <td></td> </tr> </tbody> </table>			YEAR	ANNUAL COST	ANNUAL (%) INCREASE	ANNUAL (\$) INCREASE	1	\$410,894.00	3%	\$ 12,326.00	2	\$423,220.00	3%	\$ 12,697.00	3	\$435,917.00	3%	\$ 13,077.00	4	\$448,994.00	3%	\$ 13,470.00	5	\$462,464.00		
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5	\$462,464.00																										
Total (including the pending amendment)			\$2,181,489.00																								

Purpose of Contract/Amendment:

The purpose of this Vendor Service Contract is to provide Annual AFIS System Maintenance with MorphoTrak, LLC. for a period of five (5) years from 08/01/2016 to 07/31/2021 and an estimated contract total of \$2,181,489.00.

Negotiated Savings:

MorphoTrak, LLC. (Original Cost)	\$2,314,257.00
Purchasing (Negotiated Cost)	\$2,181,489.00
Total Negotiated Saving:	\$132,768.00

The MorphoTrak, LLC. AFIS system allows the Milwaukee Police Department to process fingerprint records, license applicants and crime scene prints. In addition, the MorphoTrak, LLC. AFIS system is also integrated with the City's Record Management System, the ImageWare Mugshot system, and the State of Wisconsin Department of Justice's booking system.

In 2008, the City of Milwaukee entered into a Vendor Service Contract with Sagem Morpho Inc. (SAFRAN USA, INC. dba MorphoTrak, LLC.) for Automated Fingerprint Identification System (AFIS) system hardware, software, and annual maintenance on a Sole Source basis. The hardware and software provided were proprietary and Sagem Morpho Inc. (SAFRAN USA, INC. dba MorphoTrak, LLC.) was the only vendor authorized to maintain the system.

In 2011, the City again entered into a Vendor Service Contract with SAFRAN USA, INC. dba MorphoTrak, LLC. for the purpose of continued AFIS system maintenance on a sole source basis for a period of five (5) years.

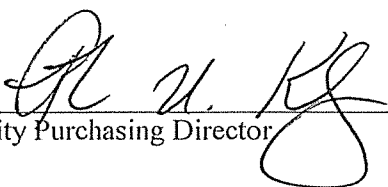
Justification for Waiver:

The Milwaukee Police Department's current AFIS system was originally provided and installed by MorphoTrak, LLC. in 2008. The hardware, equipment, and software associated with MorphoTrak, LLC.'s AFIS system is proprietary and MorphoTrak, LLC. is the only vendor authorized to provide annual maintenance.

Due to proprietary branding and the costs associated with replacing the City's current AFIS system, renewing the City's contract with MorphoTrak, LLC. will be more economical.

Therefore, it is recommended that a Sole Source Vendor Service Contract be awarded to MorphoTrak, LLC. to provide annual maintenance for the Milwaukee Police Departments AFIS system. The award total is \$2,181,489.00 and the Department concurs with this recommendation.

For this reason, Finance and Personnel Committee approval is waived.



City Purchasing Director

12. 12. 2016
Date

F&P Waiver Presentation Date: 02/01/2017

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single / Sole Source Contract
Contract #E0000015146**

Background:

User Department:	Common Council – City Clerk
Purchasing Agent:	Karen Jeffries, CPPB
Contract Description:	Vendor Service Contract for Legistar Suite and Legislative Management Suite (aka ConTrak Powered by GovQA) Software Support Services
Vendor Name and Location:	Granicus Inc., Denver, CO
Contract Term:	January 1, 2017 through December 31, 2021
Requisition # and Date Received:	0000015146, Received 01/10/2017
Original Contract Amount:	\$318,000.00
Expenditures to Date:	N/A

Purpose of Contract:

The Common Council- City Clerk is seeking to enter into a Vendor Service Contract for Legistar Suite and Legislative Management Suite (aka ConTrak Powered by GovQA) Software Support Services with Granicus, Inc. The contract period will be January 1, 2017 through December 31, 2021.

Justification for Waiver:

This request is for a five-year contract with Granicus, Inc. for its Legistar platform, InSite Legislative Resource Center page, iLegislate e-packet software, video integration, and GovQA referral software.

The component costs are as follows:

- Open Platform/Government Transparency/Encoder Appliance/Performance Accelerator/Meeting Efficiency - \$1,670.00/month
- Legislative Management - \$2,202.00/Month
- iLegislate - \$300.00/month
- Legistar Hosted System - \$110.00/month
- Legislative Management Suite - \$842.28/month
- Legistar Support Fee Discount - \$132.92/month

Monthly Managed Service Fee: \$4,991.36/month

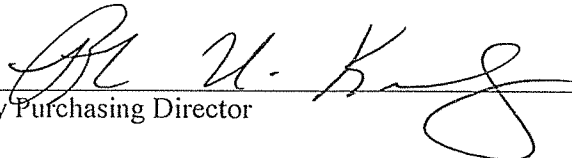
Granicus, Inc. is the only software developer and distributor of the Legistar and ConTrack Systems that were originally purchased in 2008 to allow public web access to Common Council files and attachments.

Legistar is the City's legislative tracking software that is accessed by City departments and the general public via the internet. ConTrack is utilized by the Mayor's Office and the Common Council to track constituent requests.

The City's relationship with Legistar dates back to the late 1980s and its relationship with Granicus for video integration to the late 2000s. This suite of services is vital to providing transparency to the public as well as access to information for government employees. Granicus videos are viewed regularly by both internal and external customers and its industry-standard integration suite allows for easy downloading, embedding, and, therefore, sharing of meetings.

All Granicus, Inc. products are proprietary and can only be maintained and installed by Granicus, Inc.

For this reason and in accordance with City Charter 16-05-4a, Finance and Personnel Committee approval is waived for these proprietary services that can only be performed by Granicus, Inc.



City Purchasing Director

1-25-2017
Date

F&P Waiver Presentation Date: February 1, 2017