

Department of Administration
Purchasing Division
Finance & Personnel Committee Approval Required
For Sole Source Contract
Contract #E14437

Background:

User Department:	Milwaukee Fire Department
Purchasing Agent:	Angelique M Pettigrew
Contract Description:	Vendor Service Contract for Career Survival Training
Vendor Name and Location:	Career Survival Group, LLC in Burbank, CA
Contract Term:	February 28, 2016 through December 31, 2016
Requisition # and Date Received:	14437; 01/25/2016
Original Contract Amount:	\$60,000.00
Expenditures to Date:	N/A
Current Contract Amount:	N/A

Purpose of Contract/Amendment:

The Milwaukee Fire Department (MFD) is seeking to enter into a Vendor Service Contract with Sole Source Vendor, Career Survival Group, LLC, to provide customized career survival training to eight hundred fifty-(850) fire professionals. The contract term is from February 28, 2016 through December 31, 2016. The estimated contract amount is \$60,000.00.

Background:

The founder (Eric Rosoff) of Career Survival Group is a 31 year law enforcement professional, and the firm was established in 2006 when California enacted the Firefighter's Procedural Bill of Rights Act (FBOR). The founder is an expert in personnel investigations and work place environment issues. He conducted research relating to firefighter termination across the country; and identified several trends costing firefighters their careers and agencies millions of dollars. This information was used as the foundation of the Career Survival Training. The training course is unlike the standard "leadership" course or "one-size fits all" harassment/discrimination trainings, generally known as "theory-based." This course provides practical application to life inside the station; clearly identifies the need for firefighters to place the same emphasis on administrative expectations as they do with field operation expectations. This course focuses on behavioral issues using anecdotes from recent cases as well as focusing on the importance of front line supervisors.

City Purchasing Director

Date

**Department of Administration
Purchasing Division**

**Finance & Personnel Committee Approval Required
For Single Source Contract
Contract #E13244**

Background:

User Department:	ITMD
Purchasing Agent:	Tykesha J. White
Contract Description:	Dell & HP Server Maintenance
Vendor Name and Location:	SEI, Inc. (Grand Rapids, MI)
Contract Term:	3/1/2014 – 2/28/2015 with three 1-year options to extend
Requisition # and Date Received:	Requisition 14476, received 2/16/2016
Original Contract Amount:	\$20,568.00
Expenditures to Date:	\$42,797.17
Current Contract Amount:	\$46,764.00

If Amendment, History of Contract Amendments:

Date	Item	Term	Cost
5/30/2014	Original Contract E13244 - Dell & HP Server Maintenance	3/1/2014 – 2/28/2015 with three 1-year options to extend	\$20,568.00
2/25/2015	Change Order #1 – Extended the contract for one year from 3/1/2015 – 2/29/2016, exercising the first (1 st) of three (3) allowable options and increased the estimated contract total by \$26,196.00 from \$20,568.00 to \$46,764.00	3/1/15 – 2/29/16	\$26,196.00
Pending	Change Order #2 - Extend the contract for one year from 3/1/2016 – 2/28/2017, exercising the second (2 nd) of three (3) allowable options to extend and increase the estimated contract total by \$28,260.00 from \$46,764.00 to \$75,024.00	3/1/16 – 2/28/17	\$28,260.00
Total (including the pending amendment)			\$75,024.00

Purpose of Contract/Amendment:

This represents the second (2nd) amendment request by ITMD to the original contract amount of \$20,568.00. This amendment seeks to extend the contract for one year from 3/1/2016 – 2/28/2017, exercising the second (2nd) of three (3) allowable options to extend and increases the contract total by \$28,260.00 from \$46,764.00 to \$75,024.00 to cover ongoing services during the extension.

Background:

SEI, Inc, for many years, has supported the City's Dell and HP server equipment that is no longer supported by the manufacturer. Prior to the 2014 contract execution, ITMD had requested an informal purchase order or processed a standard voucher annually. This contract was executed to aid in better tracking for both ITMD and Purchasing moving forward. Due to the ITMD consolidation, additional servers have been added that now require maintenance.

City Purchasing Director

Date