

**Department of Administration  
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval  
For Single / Sole Source Contract  
Contract #11734**

**Background:**

<b>User Department:</b>	Common Council – City Clerk
<b>Purchasing Agent:</b>	Mason Lavey
<b>Contract Description:</b>	Formal Single-Source Exception to Bid Vendor Service Contract for Legistar and ConTrak GovQA Software Support Services
<b>Vendor Name and Location:</b>	Granicus, Inc. (San Francisco, CA)
<b>Contract Term:</b>	7/01/2012 through 12/31/2013 with three (3) annual options to extend by mutual agreement.
<b>Requisition # and Date Received:</b>	14741
<b>Original Contract Amount:</b>	\$84,903.00
<b>Expenditures to Date:</b>	\$259,560.76
<b>Current Contract Amount:</b>	\$261,298.32

**If Amendment, History of Contract Amendments:**

Date	Item	Term	Cost
04/25/2012	Original Contract E11734 - Vendor Service Contract for Legistar and ConTrack GOVQA Software Support Services.	07/01/2012 to 12/31/2013	\$84,903.00
10/25/2013	<b>Amendment #1:</b> Increase the estimated contract total by \$56, 602.00 from \$84,903.00 to \$141,505.00 and extend the contract for one (1) year from 1/1/2014 to 12/31/2014, exercising the first (1 <sup>st</sup> ) of three (3) options to extend for one (1) year upon mutual agreement.  Waiver Presented: 10/30/2013	01/01/2014 to 12/31/2014	\$56,602.00
10/03/2014	<b>Amendment #2:</b> Increase the estimated contract total by \$59,897.00 from \$141,505.00 to \$201,402.00 and extend the contract for one (1) year from 01/01/2015 to 12/31/2015, exercising the second (2 <sup>nd</sup> ) of three (3) options to extend for one (1) year upon mutual agreement.  Waiver Presented: 10/08/2014	01/01/2015 to 12/31/2015	\$59,897.00
01/28/2016	<b>Amendment #3:</b> Incorporate a change in address from 600 Harris Street, Suite 120 San Francisco, CA 94107 to 707 17th Street, Suite 4000 Denver, CO 80202, increase the estimated contract total by \$59,896.32 from \$201,402.00 to \$261,298.32 and extend the contract for one (1) year from 01/01/2016 to 12/31/2016, exercising the third (3 <sup>rd</sup> ) and final option to extend for one (1) year upon mutual agreement.  Waiver Presented: 02/03/2016	01/01/2016 to 12/31/2016	\$59,896.32

Pending	Amendment #4: Increase the estimated contract total by \$18,000.00 from \$261,298.32 to \$279,298.32	01/01/2016 to 12/31/2016	\$18,000.00
Total (including the pending amendment)			\$279,298.32

**Purpose of Contract/Amendment:** The purpose of this amendment is to increase the estimated contract total by \$18,000.00 from \$261,298.32 to \$279,298.32 to purchase CCFN Archive Utility Software.

**Justification for Waiver:** In 2012, a request for an exception to the City’s bidding process was recommended to award Granicus, Inc. a Vendor Service Contract for annual upgrades and maintenance for Legistar Suite and ConTrak Systems. 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 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.

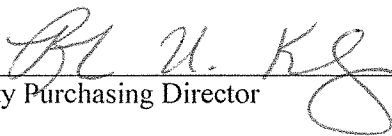
CCFN Archive Utility Software is a tools option that will allow specific users to archive files. The software will be installed into the City’s current Legistar Software Product by Granicus, Inc.

The City Clerk will utilize the CCFN Archive Utility Software to export all Common Council files to E-Vault eliminating the need to retain paper copies.

CCFN Archive Utility Software Tools Option requires a one (1) time installation fee of \$18,000.00 and will not incur any additional annual costs.

All Granicus, Inc. products including CCFN Archive Utility Software are proprietary and can only be maintained and installed by Granicus, Inc.

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

  
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 City Purchasing Director

9-8-2016  
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 Date

**F&P Waiver Presentation Date:** September 14, 2016

**DOA-Business Operations Division – Procurement Services Section**

**Waiver of Finance & Personnel Committee Approval  
For Single / Sole Source Contract  
Contract #E12775**

**Background:**

<b>User Department:</b>	Milwaukee Police Department/Milwaukee Fire Department
<b>Purchasing Agent:</b>	Catina Slocum
<b>Contract Description:</b>	VSC Workforce Telestaff Public Safety and Utility Scheduling Software Maintenance and Support
<b>Vendor Name and Location:</b>	Kronos Incorporated (Chelmsford, MA)
<b>Contract Term:</b>	1/1/2014 through 12/31/2016 with the option to extend for two (2) additional one (1)-year periods upon mutual consent
<b>Requisition # and Date Received:</b>	Requisition #14785, Received 7/21/2016
<b>Original Contract Amount:</b>	\$140,000.00
<b>Expenditures to Date:</b>	\$157,039.57
<b>Current Contract Amount:</b>	\$162,939.03

**If Amendment, History of Contract Amendments:**

Date	Item	Term	Cost
10/30/2013	Original Contract Vendor Service Contract for Workforce Telestaff Software Maintenance and Support awarded Waiver presented to F&P Committee on: 10/30/2013	1/1/2014 through 12/31/2016	\$140,000.00
9/16/2015	Amendment #1: Add the Milwaukee Police Department (MPD) as a user to this contract for services beginning 9/26/2015 and increase the estimated contract total by \$22,939.03 from \$140,000.00 to \$162,939.03 to cover MPD expenditures. Waiver presented to F&P Committee on: 9/16/2015	Beginning 9/26/2015 through 9/25/2016	\$22,939.03
Pending	Amendment #2: Extend the contract term one (1) year from 9/26/2016 through 9/25/2017 and increase the estimated contract total by \$23,386.24 from \$162,939.03 to \$186,325.27 to cover MPD expenditures during the contract extension.	9/26/2016 through 9/25/2017	\$23,386.24
<b>Total (including the pending amendment)</b>			<b>\$186,325.27</b>

**Purpose of Contract/Amendment:**

The purpose of this amendment is for Kronos Inc. to provide continued software and maintenance support to the Milwaukee Police Department (MPD) for the Workforce Telestaff Public Safety and Utility Scheduling Software. This software assists the MPD with tracking personnel and managing automated scheduling for special assignments and shift changes. This amendment will extend the contract term one (1) year from 9/26/2016 through 9/25/2017 and increase the estimated contract total by \$23,386.24 from \$162,939.03 to \$186,325.27 to cover MPD expenditures during the contract extension.

**Justification for Waiver:**

Kronos Inc. is both the manufacturer and sole provider of the proprietary Workforce TeleStaff software.

For this reason and in accordance with City Charter 16-05-4a, Finance and Personnel Committee approval is waived.

  
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City Purchasing Director

9-8-2016  
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Date

**F&P Waiver Presentation Date:** 9/14/2016

**Department of Administration  
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval  
For Sole Source Contract  
Contract #E13157**

**Background:**

<b>User Department:</b>	Milwaukee Police Department (“MPD”)
<b>Purchasing Agent:</b>	Karen Jeffries, CPPB
<b>Contract Description:</b>	Annual Maintenance for the City’s Shot Spotter Gun Detection System
<b>Vendor Name and Location:</b>	ShotSpotter, Inc. (Newark, CA)
<b>Contract Term:</b>	02/25/2014 through 03/30/2015
<b>Requisition # and Date Received:</b>	Requisition#14834, Received 08/16/2016
<b>Original Contract Amount:</b>	\$126,249.00
<b>Expenditures to Date:</b>	\$684,049.00
<b>Current Contract Amount:</b>	\$684,049.00

**History of Contract Amendments:**

<b>Date</b>	<b>Item</b>	<b>Term</b>	<b>Cost</b>
04/09/2014	Original Contract E13157 – Three (3) Miles <b>Waiver presented to F&amp;P Committee on 04/16/2014</b>	02/25/2014 – 03/30/2015	\$126,249.00
03/25/2015	Amendment #1 – Extend the contract one year from 03/31/2015 through 03/30/2016, add the option to extend annually upon mutual consent and increase the estimated contract total by \$118,900.00 from \$126,249.00 to \$245,149.00. <b>Waiver presented to F&amp;P Committee on 03/25/2015</b>	03/31/2015 – 03/30/2016	\$118,900.00
10/01/2015	Amendment #2 – Increase the estimated contract total by \$320,000.00 from \$245,149.00 to \$565,149.00 for an eight (8) mile expansion from 08/26/2015 through 08/25/2016. <b>Waiver presented to F&amp;P Committee on 10/07/2015</b>	08/26/2015 – 08/25/2016	\$320,000.00
05/18/2016	Amendment #3 – Extend the contract one year from 04/01/2016 through 03/30/2017 and increase the estimated contract total by \$118,900.00 from \$565,149.00 to \$684,049.00 for the initial three (3) miles. <b>Waiver presented to F&amp;P Committee on 05/18/2016</b>	04/01/2016 – 03/30/2017	\$118,900.00
Pending	<b>Amendment #4 – Increase the estimated contract total by \$320,000.00 from \$684,049.00 to \$1,004,049.00 for eight (8) miles from 08/26/2016 through 08/25/2017.</b>	<b>08/25/2016 – 08/25/2017</b>	<b>\$320,000.00</b>
<b>Total (including the pending amendment)</b>			<b>\$1,004,049.00</b>

**Purpose of Amendment:**

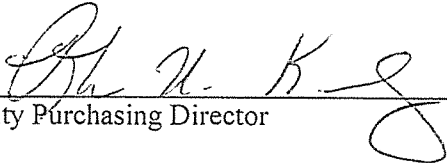
This represents the fourth (4<sup>th</sup>) amendment request by the Police Department to the original contract amount of \$126,249.00. This amendment extends the contract to cover the 08/26/2015 3.5 square mile expansion in the North Area and the 4.5 square mile expansion in the North and South Areas for a one (1) year term from 08/26/2016 through

08/25/2017 for eight (8) miles of the current total coverage of 11.46 miles, and increases the estimated contract total by \$320,000.00 from \$684,049.00 to \$1,004,049.00 for the annual maintenance. The gunshot detection sensor measurement system is not based on an exact science, therefore the 11.46 miles, on record, effectively yields an extra mile of coverage for an actual total of 12.46 miles.

**Justification for Waiver:**

ShotSpotter, Inc. was the low bidder for competitive Bid 2369 Rebid in the year 2010. The system, software and hardware are proprietary, and maintenance and support can only be provided by ShotSpotter, Inc.

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

  
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City Purchasing Director

9-8-2016  
Date

**F&P Waiver Presentation Dates:**

- Amendment No. 1, 03/25/2015
- Amendment No. 2, 10/07/2015
- Amendment No. 3, 05/18/2016
- Amendment No. 4, 09/14/2016

**Department of Administration  
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval  
For Single / Sole Source Contract  
Contract #E14349**

**Background:**

<b>User Department:</b>	Milwaukee Health Department (MHD)
<b>Purchasing Agent:</b>	Catina Slocum
<b>Contract Description:</b>	VSC Safe Havens Supervised Visitation and Exchange Project Services (Provides on-site domestic violence advocacy)
<b>Vendor Name and Location:</b>	Sojourner Family Peace Center (Milwaukee, WI)
<b>Contract Term:</b>	1/1/2016 through 9/30/2016 w/ option to extend upon mutual consent
<b>Requisition # and Date Received:</b>	Requisition #14816, Received 8/8/2016
<b>Original Contract Amount:</b>	\$29,570.00 (GRANT-FUNDED)
<b>Expenditures to Date:</b>	\$12,582.78
<b>Current Contract Amount:</b>	\$29,570.00

**If Amendment, History of Contract Amendments:**

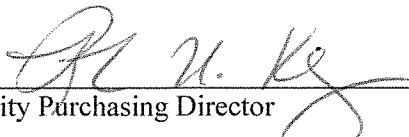
Date	Item	Term	Cost
12/21/2015	Original Contract – VSC Safe Havens Supervised Visitation and Exchange Project Services	1/1/2016 through 9/30/2016	\$29,570.00
Pending	<b>Amendment #1: Extend the contract term one (1) year from 10/1/2016 through 9/30/2017 and increase the estimated contract total by \$40,000.00 from \$29,570.00 to \$69,570.00.</b>	10/1/2016 through 9/30/2017	\$40,000.00
<b>Total (including the pending amendment)</b>			<b>\$69,570.00</b>

**Purpose of Contract/Amendment:**

The purpose of this contract amendment is for the MHD to continue to provide Safe Havens Supervised Visitation and Exchange Project Services in Milwaukee County through Sojourner Family Peace Center. This vendor will be responsible for conducting supervised visitation and safe exchange services, attending all committee meetings, participating in all training and technical assistance, project sustainability planning, policy and protocol revisions, facilitating linkages between the project and other services and supports in the community working with domestic violence victims and offenders. This amendment will extend the contract term one (1) year from 10/1/2016 through 9/30/2017 (to coincide with the grant expiration date) and increase the estimated contract total by \$40,000.00 from \$29,570.00 to \$69,570.00.

**Justification for Waiver:**

The Safe Havens Grant (7550 GR3803912000) was authorized by Common Council Resolution File #151507 and Sojourner Family Peace Center was named in the Grant Analysis document, which was noted as an attachment to this Common Council Resolution. For this reason and in accordance with City Charter 16-05-4a, Finance and Personnel Committee approval is waived.

  
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City Purchasing Director

9-8-2016  
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Date

**F&P Waiver Presentation Date:** 9/14/2016

**DOA-Business Operations Division – Procurement Services Section**

**Waiver of Finance & Personnel Committee Approval  
For Single / Sole Source Contract  
Contract #E14425**

**Background:**

<b>User Department:</b>	Milwaukee Health Department (MHD)
<b>Purchasing Agent:</b>	Catina Slocum
<b>Contract Description:</b>	VSC Safe Havens Supervised Visitation and Exchange Project Services <b>(Provides program coordination)</b>
<b>Vendor Name and Location:</b>	Children’s Service Society of Wisconsin d/b/a Children’s Hospital of Wisconsin Community Services (Milwaukee, WI)
<b>Contract Term:</b>	2/1/2016 through 9/30/2016 with the option to extend upon mutual consent
<b>Requisition # and Date Received:</b>	Requisition #14815, Received 8/8/2016
<b>Original Contract Amount:</b>	\$120,000.00 <b>(GRANT-FUNDED)</b>
<b>Expenditures to Date:</b>	\$12,391.95
<b>Current Contract Amount:</b>	\$120,000.00

**If Amendment, History of Contract Amendments:**

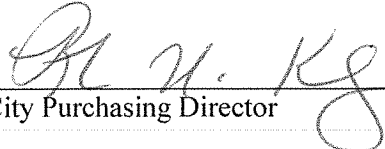
Date	Item	Term	Cost
2/3/2016	Original Contract – VSC for Safe Havens Supervised Visitation and Exchange Project Services <b>Approved by F&amp;P Committee on 2/3/2016</b>	2/1/2016 through 9/30/2016	\$120,000.00
Pending	<b>Amendment #1: Extend the contract term one (1) year from 10/1/2016 through 9/30/2017 and increase the estimated contract total by \$96,000.00 from \$120,000.00 to \$216,000.00.</b>	10/1/2016 through 9/30/2017	\$96,000.00
<b>Total (including the pending amendment)</b>			<b>\$216,000.00</b>

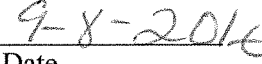
**Purpose of Contract/Amendment:**

The purpose of this contract amendment is for the MHD to continue to provide Safe Havens Supervised Visitation and Exchange Project Services in Milwaukee County through Children’s Service Society of Wisconsin d/b/a Children’s Hospital of Wisconsin Community Services. The vendor will conduct supervised visitation and safe exchange services including outreach in the community, data collection and evaluation activities. The project will include personnel, benefits, equipment, supplies and costs related to conducting the supervised visitation and safe exchange services. This amendment will extend the contract term one (1) year from 10/1/2016 through 9/30/2017 (to coincide with the grant expiration date) and increase the estimated contract total by \$96,000.00 from \$120,000.00 to \$216,000.00.

**Justification for Waiver:**

The Safe Havens Grant (7550 GR3803912000) was authorized by Common Council Resolution File #151507 and Children’s Service Society of Wisconsin d/b/a Children’s Hospital of Wisconsin Community Services was named in the Grant Analysis document, which was noted as an attachment to this Common Council Resolution. For this reason and in accordance with City Charter 16-05-4a, Finance and Personnel Committee approval is waived.

  
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City Purchasing Director

  
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Date

**F&P Waiver Presentation Date:** 9/14/2016

**Department of Administration  
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval  
For Single / Sole Source Contract  
Contract #12640-DPW**

**Background:**

<b>User Department:</b>	Department of Public Works
<b>Purchasing Agent:</b>	Mason Lavey
<b>Contract Description:</b>	Formal Exception to Bid Vendor Service Contract for Trane Equipment Maintenance.
<b>Vendor Name and Location:</b>	Trane U.S., Inc. (Milwaukee, WI)
<b>Contract Term:</b>	October 1, 2013 – September 30, 2016 with the option to renew annually.
<b>Requisition # and Date Received:</b>	14832
<b>Original Contract Amount:</b>	\$125,000.00
<b>Expenditures to Date:</b>	\$102,155.21
<b>Current Contract Amount:</b>	\$125,000.00

**If Amendment, History of Contract Amendments:**

Date	Item	Term	Cost
09/11/2013	Original Contract E12640-DPW: Vendor Service Contract for Trane Equipment Maintenance for a period of three (3) years from 10/01/2013 to 09/30/2016 with the option to renew annually for one (1) year upon mutual agreement.	10/01/2013 to 09/30/2016	\$125,000.00
Pending	<b>Amendment #1:</b> Increase the estimated contract by \$50,000.00 from \$125,000.00 to \$175,000.00 and extend the contract for one (1) year from 10/01/2016 to 09/30/2017, exercising the annual option to extend for one (1) year upon mutual agreement.	10/01/2016 to 09/30/2017	\$50,000.00
<b>Total (including the pending amendment)</b>			<b>\$175,000.00</b>

**Purpose of Contract/Amendment:** The purpose of this amendment is to continue to provide on-going Trane equipment maintenance. This amendment will increase the estimated contract total by \$50,000.00 from \$125,000.00 to \$175,000.00 to ensure adequate funding through the term of the contract, and will extend the contract for one (1) year from 10/01/2016 to 09/30/2017.

**Trane U.S., Inc. Hourly Rates are as follows:**

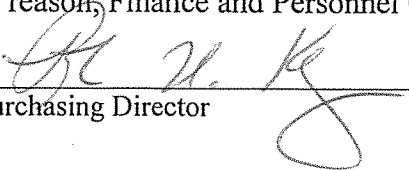
Weekdays - \$145.00/Hour  
 Weekdays (after 4 pm) & Saturdays - \$217.50/Hour  
 Sundays & Holidays - \$290.00/Hour  
 Trip Charge - \$30.00

**Justification for Waiver:** In 2013, a request for an exception to the City's bidding process was recommended to award Trane U.S., Inc. a Vendor Service Contract for upgrades to the City's cooling system and to provide on-going maintenance on all Trane operating equipment.

All Trane U.S., Inc. operating equipment is proprietary and the required maintenance can only be provided by Trane U.S., Inc.



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

  
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City Purchasing Director

9-8-2016  
Date

**F&P Waiver Presentation Date:** September 14, 2016