

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

**Finance & Personnel Committee Approval Required  
For Single / Sole Source Contract  
Contract # E12942**

**Background:**

|   |  |
|---|--|
| <b>User Department:</b>                 | Fire Department  |
| <b>Purchasing Agent:</b>                | Angelique M. Pettigrew   |
| <b>Contract Description:</b>            | Vendor Service Contract for On-line Distributive Learning                          |
| <b>Vendor Name and Location:</b>        | Centrelearn Solutions, Shrewbury, PA   |
| <b>Contract Term:</b>                   | January 1, 2014 – December 31, 2016 with two (2) options to renew for one (1) year |
| <b>Requisition # and Date Received:</b> | 12942, 12/03/2013  |
| <b>Original Contract Amount:</b>        | \$130,000.00   |
| <b>Current Contract Amount:</b>         | N/A  |

**Purpose:**

Provide online educational distributive learning courses in order for members of the department to maintain their EMT or paramedic license (e.g., OSHA, BLS, ALS, HAZMAT Awareness and Operations modules) as a condition of their employment. The department also has the ability to create and customize training modules for a variety of Fire personnel.

**Background:**

Centrelearn Solutions has prior experience in working with the Fire department and has a proven record of providing the most cost effective and adequate training and required licensing to members of the department. In addition, Centrelearn has the ability to work with the department's current hardware, and the Fire department would like to immediately continue to provide this training and educational resource to Fire personnel because the prior single source contract expired December 2013.

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**City Purchasing Director**

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**Date**

# DOA-Business Operations Division – Procurement Services Section

## FINANCE & PERSONNEL COMMITTEE APPROVAL REQUIRED

### For Single / Sole Source Contract

Contract #E9779

**Background:**

|   |   |
|---|---|
| <b>User Department:</b>                 | Water   |
| <b>Purchasing Agent:</b>                | Tykesha J. White  |
| <b>Contract Description:</b>            | Vendor Service Contract for Support of the Milwaukee Water Works Supervisory Control and Data Acquisition (SCADA) System      |
| <b>Vendor Name and Location:</b>        | Donohue and Associates, Inc.(Milwaukee, WI)   |
| <b>Contract Term:</b>                   | Three (3) years from 3/19/2010 through 3/18/2013 with the option to extend on an as-needed yearly basis upon mutual agreement |
| <b>Requisition # and Date Received:</b> | Req # 12988, 1/2/2014   |
| <b>Original Contract Amount:</b>        | \$300,000.00  |
| <b>Current Contract Amount:</b>         | \$600,000.00  |

**History of Contract Amendments:**

| Date  | Description   | Term   | Cost                |
|---|---|--|---------------------|
| 3/19/2010   | Original Contract E10891 – Vendor Service Contract for Support of the Milwaukee Water Works Supervisory Control and Data Acquisition (SCADA) System   | 3/19/2010 - 3/18/2013 with the option to extend on an as-needed yearly basis upon mutual agreement | \$300,000.00        |
| 5/5/2010  | Amendment #1 – Added the details found in Contractor’s Scope of Services dated 5/3/2010 to the contract.  | 3/19/2010 - 3/18/2013  |                     |
| 5/9/2012  | Amendment #2 –Increased the estimated contract total by \$150,000.00 from \$300,000.00 to \$450,000.00.   | 3/19/2010 - 3/18/2013  | \$150,000.00        |
| 4/4/2013  | Amendment #3 – Extended the contract one year from 3/19/2013 through 3/18/2014 and increased the estimated contract total by \$150,000.00 from \$450,000.00 to \$600,000.00. Approved by F&P on 4/4/2013. | 3/19/2013 – 3/18/2014  | \$150,000.00        |
| <b>Pending Request</b>                            | <b>Amendment #4 – Extend the contract one year from 3/19/2014 through 3/18/2015 and increase the estimated contract total by \$200,000.00 from \$600,000.00 to \$800,000.00.</b>                          | <b>3/19/2014 – 3/18/2015</b>   | <b>\$200,000.00</b> |
| <b>Total (including the pending amendment #4)</b> |   |  | <b>\$800,000.00</b> |

**Purpose of Amendment:**

This represents the fourth (4th) amendment request by the Department of Public Works – Water to the original contract amount of \$300,000.00. This amendment extends the term of the contract for one (1) year from 3/19/2014 through 3/18/2015 and increases the estimated contract total by \$200,000.00 from \$600,000.00 to \$800,000.00.

**Background:**

This contract provides service for software and hardware upgrades to the SCADA system including programming of logic controllers, screen development for human-machine interface, visual basic programming, and updating services and field devices where needed. This contractor also assists staff on software upgrades, updates and enhancements, performs changes and enhancements to control logic and subroutines, and provides emergency support for off-hours occasions when Water personnel cannot be reached. This contractor has specific insight into and knowledge of the system configuration. Significant time, effort and cost would be required to educate another vendor to work on this system. Funding this contract also minimizes concerns regarding compromising system integrity and security.

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City Purchasing Director

\_\_\_\_\_  
Date

# DOA-Business Operations Division – Procurement Services Section

## Finance & Personnel Committee Approval Required For Single Source Contract Contract #E0000012626

### **Background:**

|   |  |
|---|--|
| <b>User Department:</b>                 | Milwaukee Health Department  |
| <b>Contract Description:</b>            | Vendor Service Contract for Community Liaison Consulting Services        |
| <b>Vendor Name and Location:</b>        | Paul W. Nannis DBA: Strategic Healthcare Solutions, LLC, (Wauwatosa, WI) |
| <b>Contract Term:</b>                   | July 1, 2013 through December 31, 2013                                   |
| <b>Requisition # and Date Received:</b> | 0000012932/November 27, 2013   |
| <b>Original Contract Amount:</b>        | \$36,000.00 (Combination of O&M and Grant Funds)                         |
| <b>Current Contract Amount:</b>         | \$36,000.00  |

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

| Date                                    | Item   | Term                  | Cost        |
|---|--|-----------------------|-------------|
| 7/12/2013                               | Original Contract  | 7/1/2013 – 12/31/2013 | \$36,000.00 |
| Pending                                 | Amendment#1: Contract increase of \$18,000.00 (Grant Funded - State of Wisconsin Preventive) from \$36,000.00 to \$54,000; extension from January 1, 2014 through March 31, 2014 | 1/1/2014 – 3/31/2014  | \$18,000.00 |
| Total (including the pending amendment) |  |                       | \$54,000.00 |

### **Purpose of Contract/Amendment:**

To continue to provide consultation services to refine work on the Milwaukee Health Department's (MHD) 2013-2015 Strategic Plan and to assist the MHD with the department's formal accreditation process.

### **Background:**

Strategic Healthcare Solutions, LLC has provided extensive assistance with the Milwaukee Health Department's Strategic Plan and the department's formal accreditation process. In addition, Strategic Healthcare Solutions, LLC is the only known contractor to have such specific knowledge and insight into these key projects and the operations of the Milwaukee Health Department.

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City Purchasing Director

\_\_\_\_\_  
Date

**DOA-Business Operations Division – Procurement Services Section**  
**Finance & Personnel Committee Approval Required**  
**For Single Source Contract**  
**Contract #E0000012971**

**Background:**

|   |  |
|---|--|
| <b>User Department:</b>                 | Tax Assessor   |
| <b>Purchasing Agent:</b>                | Karen Jeffries, CPPB   |
| <b>Contract Description:</b>            | Vendor Service Contract for Legal Services Related to Board of Review Assessment Appeals |
| <b>Vendor Name and Location:</b>        | Seibel Law Offices, LLC (Mequon, WI)   |
| <b>Contract Term:</b>                   | January 1, 2013 through December 31, 2015  |
| <b>Requisition # and Date Received:</b> | 0000012971/December 26, 2013   |
| <b>Original Contract Amount:</b>        | \$80,000.00  |
| <b>Current Contract Amount:</b>         | N/A  |

**Purpose of Contract:**

The Tax Assessor's Office is seeking to enter into a new Vendor Service Contract for Legal Services related to Assessment Appeals to the City of Milwaukee Board of Review (BOR). Currently, the only cases assigned include the billboard properties and the oil terminal properties.

**Background:**

According to the Assessor's Office, Seibel is the most local law firm that has unique knowledge relating to property tax statutes that is instrumental in responding to complaints on behalf of the City of Milwaukee. Additionally, in order to avoid any claims of conflict of interest, it was determined that it was best to use outside counsel for some of the contested cases that will be heard by the BOR because almost every other law firm in Milwaukee performs this work on behalf of the taxpayers and not the municipalities. Furthermore, the rate of \$175.00/hour (which includes the lawyer and expert witness fees) is well within the range of current market rates charged by outside counsel for various municipal legal services according to the City Attorney's Office. Lastly, the complexity of the litigation matters assigned to Seibel Law Offices, LLC, extends over several years, and assigning them to another law firm who does not have the history and knowledge would not be in the best interest of the City because the learning curve would be too extensive.

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City Purchasing Director

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Date