

**Department of Administration  
Purchasing Division**

**Finance & Personnel Committee Approval Required  
For Single Source Contract  
Contract #E0000018557**

**Background:**

<b>User Department:</b>	Police
<b>Purchasing Agent:</b>	Ann Patz
<b>Contract Description:</b>	Vendor Service Contract for Elevator Maintenance, Repairs and Testing Services
<b>Vendor Name and Location:</b>	Minnesota Elevator, Inc. dba MEI Total Elevator Solutions (Mankato, MN)
<b>Contract Term:</b>	Three (3) years from the date of award with the option to extend annually upon mutual consent
<b>Requisition # and Date Received:</b>	Req#0000018557 Rec'd 10/15/2021
<b>Original Contract Amount:</b>	\$900,000.00
<b>Expenditures to Date:</b>	\$0.00
<b>Current Contract Amount:</b>	\$900,000.00

**Purpose of Contract:**

The purpose of this contract is to allow the City of Milwaukee Police Department (MPD) to dispense with the competitive bidding process and enter into a Single Source Vendor Service Contract for Elevator Maintenance, Repairs and Testing Services with Minnesota Elevator, Inc. dba MEI Total Elevator Solutions for a contract term of three (3) years from the date of award with the option to extend annually upon mutual consent. The contract total will be \$900,000.00.

**Background:**

MEI Total Elevator Solutions (MEI) will provide MPD with less downtime, reliability and lower costs for services. In addition, MEI will provide proper preventive and proactive approaches on maintenance that directs attention to potential problem areas before more extensive and expensive repairs become necessary. Also, MEI performs the required safety and pressure testing with service logs of each visit. MEI was selected because of an existing contract with Milwaukee Public Library and was considered further based on positive feedback from the Library Facilities Manager Ryan Hayes.

This contract will replace MPD's previous contracts with Kone, Inc., whose pricing has increased and customer service has changed over the years. Contract E0000015724 with Kone, Inc. ended in March 2021 and was replaced with contract E0000018351 while the contract with MEI was negotiated. Contract E0000018351 ended on 12/31/2021.

\_\_\_\_\_  
City Purchasing Director

\_\_\_\_\_  
Date

**F&P Approval Presentation Date:** 02/23/2022

**Department of Administration  
Purchasing Division**

**Finance & Personnel Committee Approval Required  
For Single Source Contract  
Contract #E0000017224**

**Background:**

<b>User Department:</b>	Milwaukee Health Department (MHD)
<b>Purchasing Agent:</b>	Ann Patz
<b>Contract Description:</b>	Vendor Service Contract for Physician Services
<b>Vendor Name and Location:</b>	Children's Hospital and Health System, Inc. (Milwaukee, WI)
<b>Contract Term:</b>	04/01/2020 through 03/31/2021
<b>Requisition # and Date Received:</b>	Req#0000018728 Rec'd 02/02/2022
<b>Original Contract Amount:</b>	\$210,000.00
<b>Expenditures to Date:</b>	\$293,717.84
<b>Current Contract Amount:</b>	\$420,000.00

**History of Contract Amendments:**

<b>Date</b>	<b>Item</b>	<b>Term</b>	<b>Cost</b>
01/15/2020	Original Contract – Vendor Service Contract for Physician Services <b>Approved by F&amp;P Committee on: 01/15/2020</b>	04/01/2020 through 03/31/2021	\$210,000.00
12/09/2020	Amendment #1: Increased the estimated contract total by \$210,000.00 from \$210,000.00 to \$420,000.00, added the option to extend upon mutual consent and extended the contract term one (1) year from 04/01/2021 through 03/31/2022 exercising the option to extend upon mutual consent. <b>Approved by F&amp;P Committee on: 12/09/2020</b>	04/01/2021 through 03/31/2022	\$210,000.00
<b>Pending</b>	<b>Amendment #2:</b> Increase the estimated contract total by \$2,132.00 from \$420,000.00 to \$422,132.00 and extend the contract term one (1) year from 04/01/2022 through 03/31/2023, exercising the option to extend upon mutual consent.	04/01/2022 through 03/31/2023	\$2,132.00
<b>Total (including the pending amendment)</b>			<b>\$422,132.00</b>

**Purpose of Amendment:**

The purpose of this amendment is to increase the estimated contract total by \$2,132.00 from \$420,000.00 to \$422,132.00 and extend the contract term for one (1) year from 04/01/2022 through 03/31/2023, exercising the option to extend upon mutual consent. In addition, this amendment will incorporate the Scope of Work (SOW) dated 02/08/2022 for the Chief Medical Officer and Medical Director of the City of Milwaukee Health Department (MHD) (Exhibit 1).

This will allow for Dr. Paradis, through Children's Hospital and Health System, Inc., to continue providing medical expertise to the City of Milwaukee Health Department (MHD) personnel in order to provide appropriate and expert public health services to the citizens of Milwaukee.

**Background:**

Under this contract, Dr. Paradis serves as MHD’s Medical Services Director as a .90 FTE and her responsibilities include:

- Mental consultation for the Immunization and Communicable Disease Programs
- Lead testing, including reading results and consultation
- Emergency public preparedness orders
- Program and policy development in conjunction with clinic managers
- Support for research and data analysis within MHD
- Consultation and support for medical and public health teaching within MHD

Children’s Hospital and Health System, Inc. has knowledge of services required by MHD which is important in providing continued medical services to the residents of Milwaukee. The partnership allows MHD to access top research and medical facilities within Southeast Wisconsin as well as utilize the expertise of associate doctors and staff. The partnership also allows Children’s Hospital and Health System, Inc. to send medical students to learn under the direction of MHD’s experienced staff.

---

City Purchasing Director

---

Date

**F&P Presentation Date:** 02/23/2022

# EXHIBIT 1

## Scope of Work 02/08/2022

### Oversight of Medical Services and Operations

- Serves as Chief Medical Officer and Medical Director for the City of Milwaukee Health Department (MHD).
- Provides consultation, oversight, and administrative support to the department, including development and maintenance of up-to-date medical protocols, orders, and standards of practice.
- Provides consultation and direction for medical aspects of MHD emergency response, media response, limited occupational health matters, and other issues as requested by the Commissioner.
- Provides oversight and direction to other providers and physician consultants within the MHD, and to a variety of medical, clinical, and nursing learners including but not limited to UW Population Health Fellows and TRIUMPH students.
- Provides support for teaching and research within MHD and to external partners.
- Serves as a medical spokesperson for the department as needed.

### Quality Improvement, Quality Control and Risk Management

- Advises on quality assurance and risk management activities.
- Assists in monitoring quality of care, patient safety, and regulatory compliance.
- Works closely with clinical leadership to assure the efficient operation of medical and clinical activities.
- Facilitates and performs various research and data analysis activities.
- Analyzes data to make recommendations for practice changes, service delivery, and equipment purchases.

### Staff Development

- Works with nursing and clinical leadership to identify staff development needs for nursing and MHD staff, including, but not limited to, periodic in-service training.

### Policy Development and Planning

- Interacts with the Board of Health, Health Commissioner, Director of Clinic Operations, and others to review, develop, approve, and evaluate policies and public health initiatives for the department.
- Works closely with the medical community to advance the mission of the Health Department.

- Participate in strategic planning activities in collaboration with internal and external partners.

**Leadership and Collaborative Partnership**

- Establishes and maintains effective working relationships with representatives of professional societies and health agencies at the local, state, and federal level.
- Serves as a liaison to various local, state, regional, and national public health medical and academic groups.
- Advises local physicians concerning communicable disease and other public health concerns.

**Other:**

- Provides oversight of MHD Advanced Practice Providers
- Works nontraditional working hours on occasion.
- Has a NPI number and be enrolled as a Medicaid Provider.
- Maintains affiliation with appropriate professional organizations.