

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single Source Contract
Contract #E0000018862**

Background:

| | |
|---|--|
| User Department: | Milwaukee Health Department |
| Purchasing Agent: | Diana Herrejon |
| Contract Description: | Vendor Service Contract for Community Needs and Services |
| Vendor Name and Location: | UBUNTU Research and Evaluation, LLC |
| Contract Term: | 09/30/2021 through 09/29/2022 |
| Requisition # and Date Received: | Req. #0000018862 & Rec'd 03/30/2022 |
| Original Contract Amount: | \$130,000.00 (ReCast Grant Funded) |
| Expenditures to Date: | \$0.00 |
| Current Contract Amount: | \$130,000.00 |

Purpose of Contract:

The purpose of this contract is for the Milwaukee Health Department (MHD) to enter into a Vendor Service Contract with UBUNTU Research and Evaluation, LLC for Community Needs and Services for a contract term of one (1) year, from 09/30/2021 through 09/29/2022. The contract is grant-funded with grant 7550 GR3802621000, and the estimated contract total is \$130,000.00.

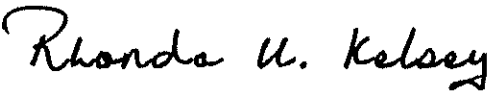
UBUNTU Research and Evaluation, LLC (UBUNTU) will perform community needs, and resource assessment, evaluation integration in RFPs, strategic planning, logic model, data collection, annual reporting, and lead meetings and presentations.

Justification for Waiver:

Services have already commenced as the vendor, UBUNTU, was written into the federal grant from Substance Abuse and Mental Health Services Administration (SAMSHA). The services needed to start at the beginning of the grant period on 09/30/2021. The ReCAST Grant Analysis and Grant Budget identifying UBUNTU as a subgrantee was approved by Common Council Resolution File #210656.

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.

DocuSigned by:



 City Purchasing Director
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8/8/2022
Date

F&P Waiver Presentation Date: 10/05/2022

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single Source Contract
Contract #E0000018970**

Background:

| | |
|---|--|
| User Department: | Milwaukee Health Department (MHD) |
| Purchasing Agent: | Marina Litvinets |
| Contract Description: | Vendor Service Contract for Preventative Maintenance and Unscheduled Repairs for Miele Dishwashers and Steris Autoclaves |
| Vendor Name and Location: | Washer Solutions, Inc. (Victor, NY) |
| Contract Term: | Three (3) years from 07/01/2022 through 06/30/2025 with two (2) options to extend for additional one (1) year periods |
| Requisition # and Date Received: | 0000018970 & 06/09/2022 |
| Original Contract Amount: | \$66,739.00 |
| Expenditures to Date: | \$0.00 |
| Current Contract Amount: | \$66,739.00 |

Purpose of Contract:

This is a request to allow the Milwaukee Health Department (MHD) to dispense with the City's competitive bid process to award a Single Source Vendor Service Contract for Preventative Maintenance and Unscheduled Repairs for Miele Dishwashers and Steris Autoclaves to Washer Solutions, Inc. The estimated contract total is \$66,739.00 for the contract term of three (3) years from 07/01/2022 through 06/30/2025 with two (2) options to extend for additional one (1) year periods.

Justification for Waiver:

A competitive bid 18731 for these services was issued in March, 2022. However, the only bidder submitted a bid that was fifty percent (50%) higher than Washer Solution's quote. Washer Solutions, Inc. has been providing Preventative Maintenance Services and Unscheduled Repairs for Miele Dishwashers and Steris Autoclaves under the previous contract B0000014123 since 2016. These services are required to support biohazardous waste decontamination as well as for sterilization of materials used for clinical and environmental testing, and ensuring safety of the daily laboratory operations.

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.

DocuSigned by:

Rhonda Kelsey

City Purchasing Director
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7/28/2022

Date

F&P Waiver Presentation Date: 09/14/2022

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Sole Source Contract
Contract #E0000015637**

Background:

| | |
|---|--|
| User Department: | Milwaukee Police Department |
| Purchasing Agent: | Markiesha Henderson |
| Contract Description: | Vendor Service Contract for Argent Basic Support |
| Vendor Name and Location: | ArgSoft Group, LLC (New York, NY) |
| Contract Term: | 09/01/2017 through 08/31/2018 with the option to extend annually upon mutual consent |
| Requisition # and Date Received: | 0000019076 & 08/10/2022 |
| Original Contract Amount: | \$39,500.00 |
| Expenditures to Date: | \$217,677.00 |
| Current Contract Amount: | \$290,637.00 |

History of Contract Amendments:

| Date | Item | Term | Cost |
|--|---|-------------------------------------|---------------------|
| 11/03/2017 | Original Contract: Sole Source Vendor Service Contract for Argent Basic Support from 09/01/2017 through 08/31/2018 with an estimated contract total of \$39,500.00. No F&P Waiver or Approval Required. | 09/01/2017 through 08/31/2018 | \$39,500.00 |
| 09/19/2018 | Amendment #1: Incorporated the option to extend annually upon mutual consent, immediately exercised the annual option to extend by extending the contract term for one (1) year from 09/01/2018 through 08/31/2019 and increased the estimated contract total by \$55,250.00 from \$39,500.00 to \$94,750.00. Approval Waived by F&P Committee on: 09/19/2018 | 09/01/2018 through 08/31/2019 | \$55,250.00 |
| 10/30/2019 | Amendment #2: Extended the contract term for one (1) year from 09/01/2019 through 08/31/2020 and increased the estimated contract total by \$58,013.00 from \$94,750.00 to \$152,763.00. Approval Waived by F&P Committee on: 10/30/2019 | 09/01/2019 through 08/31/2020 | \$58,013.00 |
| 11/17/2020 | Amendment #3: Extended the contract term for one (1) year from 09/01/2020 through 08/31/2021 and increased the estimated contract total by \$64,914.00 from \$152,763.00 to \$217,677.00. Approval Waived by F&P Committee on: 11/17/2020 | 09/01/2020 through 08/31/2021 | \$64,914.00 |
| 10/27/2021 | Amendment #4: Extended the contract term for one (1) year from 09/01/2021 through 08/31/2022 and increased the estimated contract total by \$72,960.00 from \$217,677.00 to \$290,637.00. Approval Waived by F&P Committee on: 10/27/2021 | 09/01/2021 through 08/31/2022 | \$72,960.00 |
| Pending | Amendment #5: Extend the contract term for one (1) year from 09/01/2022 through 08/31/2023 and increase the estimated contract total by \$79,650.00 from \$290,637.00 to \$370,287.00. | 09/01/2022 through 08/31/2023 | \$79,650.00 |
| Total (including the pending amendment) | | | \$370,287.00 |

Purpose of Amendment:

The purpose of this amendment is to continue to provide Argent Software Basic Support services with ArgSoft Group, LLC (ArgSoft) to the Milwaukee Police Department (MPD). This amendment will extend the contract for one (1) year from 09/01/2022 through 08/31/2023, exercising the annual option to extend upon mutual consent and increase the estimated contract total by \$79,650.00 from \$290,637.00 to \$370,287.00.

Justification for Waiver:

Argent Software is a network scheduling and monitoring tool that automates the monitoring of data center applications, databases, compliance, security, web and virtualization solutions for Java, SAP, SQL servers, and other data center solutions. Argent Software is supported 24/7/365. Additionally, this software and service satisfies MPD's requirements to ensure all critical business applications run properly with 24-hour technical support. The funds being added will cover the costs of new releases and upgrades.

ArgSoft's Argent Basic Support products and services are proprietary and are only available from one source; therefore, for this reason and in accordance with City Charter 16-05-4a, Finance and Personnel Committee approval is waived for services authorized by Common Council.

DocuSigned by:

Rhonda U. Kelsey

City Purchasing Director
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8/17/2022

Date

F&P Waiver Presentation Date: 09/14/2022

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Sole Source Contract
Contract #E0000017018**

Background:

| | |
|---|--|
| User Department: | Milwaukee Police Department (MPD) |
| Purchasing Agent: | Markiesha Henderson |
| Contract Description: | Vendor Service Contract for IntelliCloud (Intellivue) Expansion and Optimization |
| Vendor Name and Location: | Intellinetics, Inc. (Columbus, OH) |
| Contract Term: | Three (3) years from the date of award, 10/28/2019 through 10/27/2022, with the option to extend for two (2) additional one (1) year terms upon mutual consent |
| Requisition # and Date Received: | 0000019020 & 06/30/2022 |
| Original Contract Amount: | \$253,700.00 |
| Expenditures to Date: | \$244,186.16 |
| Current Contract Amount: | \$253,700.00 |

History of this Contract:

| Date | Item | Term | Cost |
|--|--|-------------------------------------|---------------------|
| 11/19/2019 | Original Vendor Service Contract for IntelliCloud (Intellivue) Expansion and Optimization F&P Committee Approval Waived on: 11/19/2019 | 10/28/2019 through 10/27/2022 | \$253,700.00 |
| Pending | Amendment #1: Increase the estimated contract total by \$42,268.88 from \$253,700.00 to \$295,968.88. | N/A | \$42,268.88 |
| Total (including the pending amendment) | | | \$295,968.88 |

Purpose of Amendment:

The purpose of this request is to amend the Milwaukee Police Department's Service Contract for IntelliCloud (Intellivue) Expansion and Optimization by increasing the estimated contract total by \$42,268.88 from \$253,700.00 to \$295,968.88. The additional funds will cover the now late invoice for the current service year.

Justification for Waiver:

Milwaukee Police Department has thirty (30) licenses from Intellinetics, Inc. to document and upload Crime Scene Photos, Finger Print Cards, and other required documentation for retrieval on an as-needed basis. The IntelliCloud (Intellivue) enhancement offers uploading and expansion capability that will work with the existing software. This expansion adds a software upgrade to a site license, digital photo enhancements, arrest report application improvements, new index card application, a platform administrator and developer training.

The Intellivue Software is proprietary and can only be purchased, upgraded, supported and maintained by the manufacturer, Intellinetics, Inc.

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.

DocuSigned by:

Rhonda Kelsey

City Purchasing Director
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7/19/2022

Date

F&P Waiver Presentation Date: 09/14/2022

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Sole Source Contract
Contract #E0000015415**

Background:

| | |
|---|---|
| User Department: | Milwaukee Police Department (MPD) |
| Purchasing Agent: | Markiesha Henderson |
| Contract Description: | Vendor Service Contract for Annual Support of Administrative Investigations Management (AIM) Support |
| Vendor Name and Location: | On Target Performance Systems, Inc. (Tallahassee, FL) |
| Contract Term: | 05/31/2017 through 05/30/2018 with two (2) options to extend for one (1) additional year, upon mutual agreement |
| Requisition # and Date Received: | 0000019018 & 07/08/2022 |
| Original Contract Amount: | \$40,500.00 |
| Expenditures to Date: | \$67,500.00 |
| Current Contract Amount: | \$69,000.00 |

History of Contract Amendments:

| Date | Item | Term | Cost |
|--|---|-------------------------------|--------------------|
| 08/04/2017 | Original Contract – VSC for Annual Support of Administrative Investigations Management (AIM) Support. F&P approval not applicable. | 05/31/2017 through 05/30/2018 | \$40,500.00 |
| 04/26/2018 | Amendment #1 – Extended the contract term for one (1) year from 05/31/2018 through 05/30/2019. F&P approval not applicable. | 05/31/2018 through 05/30/2019 | n/a |
| 06/18/2019 | Amendment #2 – Extended the contract term for one (1) year from 05/31/2019 through 05/30/2020. F&P approval not applicable. | 05/31/2019 through 05/30/2020 | n/a |
| 07/22/2020 | Amendment #3 – Increased the estimated contract total by \$15,000.00, from \$40,500.00 to \$55,500.00, and extended the contract term for one (1) year from 05/31/2020 through 05/30/2021. F&P waiver presented on 07/22/2020. | 05/31/2020 through 05/30/2021 | \$15,000.00 |
| 07/21/2021 | Amendment #4 – Increased the estimated contract total by \$13,500.00 from \$55,500.00 to \$69,000.00, added the option to extend the contract term annually upon mutual agreement, and immediately exercised this option by extending the contract term for one (1) year from 05/31/2021 to 05/30/2022. F&P waiver presented on 07/21/2021. | 05/31/2021 through 05/30/2022 | \$13,500.00 |
| Pending | Amendment #5 – Increase the estimated contract total by \$13,500.00 from \$69,000.00 to \$82,500.00 and extend the contract term for one (1) year, from 05/31/2022 to 05/30/2023, exercising the option to extend annually upon mutual agreement. | 05/31/2022 through 05/30/2023 | \$13,500.00 |
| Total (including the pending amendment) | | | \$82,500.00 |

Purpose of Amendment:

The purpose of this amendment is for Milwaukee Police Department's Vendor Service Contract for Annual Support of Administrative Investigations Management (AIM) Support with On Target Performance Systems, Inc. estimated contract total to be increased by \$13,500.00 from \$69,000.00 to \$82,500.00, and to extend the contract term for one (1) year from 05/31/2022 to 05/30/2023, exercising the option to extend annually upon mutual agreement. This contract expired on 05/30/2022 and an extension is required for the continuation of services that only On Target Performance Systems, Inc. can provide. Additionally, the funds will cover the costs of the current annual technical support as indicated on the vendor's quote #4579 dated 06/10/2022 (Exhibit 1).

Justification for Waiver:

The Milwaukee Police Department (MPD) has been using the system since 2014. MPD utilizes the Administrative Investigations Management (AIM) System as a dynamic tool to collect, manage, track, analyze and report on a wide range of data related to employee professionalism, performance and productivity. This data includes internal affairs, use of force, pursuits, accidents, awards, time/attendance and others.

This system is proprietary to and must be purchased directly through On Target Performance Systems, Inc. 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.

DocuSigned by:

Rhonda Kelsey

City Purchasing Director
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7/26/2022

Date

F&P Waiver Presentation Date: 09/14/2022

Exhibit 1

On Target Performance Systems, Inc.
1801 W. Warner, Suite 301
Chicago, IL 60613 US
(850) 894-6877
Finance@OTPS.com
www.otps.com

Invoice



BILL TO
Milwaukee Police Department
749 W. State Street
ATTN: Sgt. Norberg & or Sgt. Michelle
Pagan
mpagan@milwaukee.gov
Milwaukee, WI 53233

SHIP TO
Milwaukee Police Department
Milwaukee Police Department
749 W. State Street
Milwaukee, WI 53233
Attn: Sgt. Norberg

| INVOICE # | DATE | TOTAL DUE | DUE DATE | TERMS | ENCLOSED |
|-----------|------------|-------------|------------|--------|----------|
| 4579 | 06/10/2022 | \$15,000.00 | 07/10/2022 | Net 30 | |

| DESCRIPTION | QTY | RATE | AMOUNT |
|---|-----|-----------|-----------|
| AIM Web Administrative Investigations Management (AIM) web software annual technical support plan 6/1/2022 - 5/31/2023 | 1 | 15,000.00 | 15,000.00 |

REMITTANCE INFORMATION: BALANCE DUE **\$15,000.00**

Please make checks payable to:
On Target Performance Systems, Inc.
1400 Village Square Blvd., Suite 3-103
Tallahassee, FL 32312

REMITTANCE INFORMATION:

FEIN: 59-346228

Please make checks payable to:
On Target Performance Systems, Inc.
1400 Village Square Blvd., Suite 3-103
Tallahassee, FL 32312

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Sole Source Contract
Contract #E0000017025**

Background:

| | |
|---|--|
| User Department: | Milwaukee Fire Department (MFD) |
| Purchasing Agent: | Markiesha Henderson |
| Contract Description: | Vendor Service Contract for Maintenance and Support for Telestaff Staffing Software |
| Vendor Name and Location: | Kronos Incorporated (Chelmsford, MA) |
| Contract Term: | Three (3) years from 01/01/2020 through 12/31/2022 with two (2) options to extend for one (1) year periods upon mutual agreement |
| Requisition # and Date Received: | 0000019000 & 06/27/2022 |
| Original Contract Amount: | \$104,302.00 |
| Expenditures to Date: | \$104,300.70 |
| Current Contract Amount: | \$104,302.00 |

History of Contract Amendments:

| Date | Item | Term | Cost |
|--|---|-------------------------------------|---------------------|
| 11/01/2019 | Original Contract: VSC for Maintenance and Support for Telestaff Staffing Software Presented to F&P Committee on: 11/19/2019 | 01/01/2020 through 12/31/2022 | \$104,302.00 |
| Pending | Amendment #1: Increase the estimated contract total by \$36,058.78 from \$104,302.00 to \$140,360.78 and extend the contract term for one (1) year from 01/01/2023 through 12/31/2023, exercising the first (1 st) of two (2) options to extend for one (1) year period upon mutual agreement. | 01/01/2023 through 12/31/2023 | \$36,058.78 |
| Total (including the pending amendment) | | | \$140,360.78 |

Purpose of Amendment:

The purpose of this amendment is to continue to provide the Maintenance and Support for Telestaff Staffing Software from Kronos Incorporated to the Milwaukee Fire Department. This amendment will increase the estimated contract total by \$36,058.78 from \$104,302.00 to \$140,360.78 to cover cost of services for the remainder of the contract term. Additionally, it will extend the contract term for one (1) year from 01/01/2023 through 12/31/2023, exercising the first (1st) of two (2) options to extend for one (1) year period upon mutual agreement.

Background:

Milwaukee Fire Department uses Workforce Telestaff Public Safety and Utility Scheduling Software for tracking personnel and managing automated scheduling for special assignments and shift changes. This software assists both the Milwaukee Fire Department and the Milwaukee Police Department with tracking personnel and managing automated scheduling for special assignments and shift changes.

Kronos Incorporated is both the manufacturer and sole provider of the proprietary Workforce Telestaff software which makes them the only provider for these services. Therefore, 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.

DocuSigned by:

Rhonda Kelsey

City Purchasing Director
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7/13/2022

Date

F&P Waiver Presentation Date: 09/14/2022

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single Source Contract
Contract #E0000018509**

Background:

| | |
|---|---|
| User Department: | Milwaukee Fire Department |
| Purchasing Agent: | Markiesha Henderson |
| Contract Description: | Vendor Service Contract for Engine Repair and Service |
| Vendor Name and Location: | Interstate Power Systems, Inc. dba Interstate PowerSystems (Butler, WI) |
| Contract Term: | One (1) year from date of award, 11/08/2021 through 11/07/2022, with the option to extend upon mutual consent |
| Requisition # and Date Received: | Req#0000018994 & Rec'd 06/27/2022 |
| Original Contract Amount: | \$12,846.21 |
| Expenditures to Date: | \$45,582.34 |
| Current Contract Amount: | \$72,846.21 |

History of Contract Amendments:

| Date | Item | Term | Cost |
|--|---|-------------------------------|---------------------|
| 11/08/2021 | Original Contract: Vendor Service Contract for Engine Repair and Service F&P not required | 11/08/2021 through 11/07/2022 | \$12,846.21 |
| 01/12/2022 | Amendment #1: Increased the estimated contract total by \$60,000.00 from \$12,846.21 to \$72,846.21. F&P Waiver Presented on 01/12/2022 | N/A | \$60,000.00 |
| Pending | Amendment #2: Increase the estimated contract total by \$70,000.00 from \$72,846.21 to \$142,846.21. | N/A | \$70,000.00 |
| Total (including the pending amendment) | | | \$142,846.21 |

Purpose of Amendment:

The purpose of this amendment is to increase the estimated contract total of Milwaukee Fire Department's (MFD) Vendor Service Contract for Engine Repair and Service with Interstate Power Systems, Inc. dba Interstate PowerSystems by \$70,000.00 from \$72,846.21 to \$142,846.21. The funds will cover costs for the remainder of the contract term.

Justification for Waiver:

There are limited vendors that can provide engine repair and service to MFD's custom fire apparatus. MFD's fleet of spare engines is continuing to diminish with front line engines needing repairs. The vendor is local and can provide the necessary repairs to these engines that are critical to providing emergency services to the City of Milwaukee.

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.

DocuSigned by:

Rhonda Kelsey

City Purchasing Director
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7/14/2022

Date

F&P Waiver Presentation Date: 09/14/2022

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Sole Source Contract
Contract #E0000016395**

Background:

| | |
|---|--|
| User Department: | Department of Neighborhood Services |
| Purchasing Agent: | Markiesha Henderson |
| Contract Description: | Vendor Service Contract for Wait-Time Management Software and Support |
| Vendor Name and Location: | QLess, Inc. (Pasadena, CA) |
| Contract Term: | Three (3) years from 11/27/2018 – 11/26/2021 with two (2) options to extend upon mutual consent. |
| Requisition # and Date Received: | #0000019028 & 07/08/2022 |
| Original Contract Amount: | \$33,400.00 |
| Expenditures to Date: | \$43,100.00 |
| Current Contract Amount: | \$43,400.00 |

History of Contract Amendments:

| Date | Item | Term | Cost |
|--|---|-------------------------------------|--------------------|
| 11/27/2018 | Original Contract: Vendor Service Contract for Wait-Time Management Software and Support F&P Review Not Required | 11/27/2018 through 11/26/2021 | \$33,400.00 |
| 12/17/2021 | Amendment #1: Increased the estimated contract total by \$10,000.00 from \$33,400.00 to \$43,400.00 and extended the contract term for one (1) year from 11/27/2021 through 11/26/2022, exercising the first (1 st) of two (2) options to extend upon mutual consent. F&P Review Not Required | 11/27/2021 through 11/26/2022 | \$10,000.00 |
| Pending | Amendment #2: Increase the estimated contract total by \$10,000.00 from \$43,400.00 to \$53,400.00. | N/A | \$10,000.00 |
| Total (including the pending amendment) | | | \$53,400.00 |

Purpose of Contract/Amendment:

The purpose of this amendment is to add \$10,000.00 to the Sole Source Vendor Service Contract for Wait-Time Management Software and Support with QLess, Inc. The estimated contract total will increase from \$43,400.00 to \$53,400.00 and these funds are necessary to continue services for the term of the contract.

Justification for Waiver:

The Department of Neighborhood Services (DNS) Development Center handles plans and permit applications for new construction and building alterations in the City. In order to increase efficiency and better serve customers, DNS purchased a Wait-Time Management Software System that allows customers to check wait

times online, schedule appointments remotely, allow for the scheduling of future appointments and communicate to customers when wait times are extended or the Development Center is closed.

QLess is a proprietary service of QLess, Inc. and the product that best meets the City's needs when compared to other options. QLess is a cloud-based wait-time program that allows users to get in an electronic line for service. It is the only product on the market that is cloud-based, offers a downloadable app, functions without proprietary hardware, and offers a flat fee structure. Additionally, it has been successfully used by cities of comparable size and has received positive reviews. To date, this software has significantly improved customer service/satisfaction through utilization of a virtual customer queue and improved data tracking via software reporting functions which enable informed business decisions.

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.

DocuSigned by:

Rhonda U. Kelsey

City Purchasing Director
2FF147CAA0F4C8...

8/5/2022

Date

F&P Waiver Presentation Date: 09/14/2022