

DOA-Business Operations Division – Procurement Services Section

**Finance & Personnel Committee Approval Required
For Single / Sole Source Contract
Contract # E12706**

Background:

User Department:	DPW – Infrastructure – Facilities Development and Management
Purchasing Agent:	Tykesha J. White
Contract Description:	Vendor Service Contract for Card Access Maintenance
Vendor Name and Location:	Toepfer Security Corporation (Waukesha, WI)
Contract Term:	January 1, 2014 – December 31, 2014 with the option to renew annually as needed.
Requisition # and Date Received:	14029, 6/24/2015
Original Contract Amount:	\$750,000.00
Expenditures to Date:	\$597,227.10
Current Contract Amount:	\$750,000.00

History of Contract Amendments:

Date	Item	Term	Cost
10/30/2013	Original Contract E12706 *Approved by F&P Committee on October 30, 2013*	1/1/14 – 12/31/14	\$750,000.00
1/15/2015	Amendment #1 - Extended the contract one year from 1/1/2015 through 12/31/2015.	1/1/15 – 12/31/15	
Pending	Amendment #2 – Increase the contract total by \$500,000.00 from \$750,000.00 to \$1,250,000.00.	1/1/15 – 12/31/15	\$500,000.00
Total (including the pending amendment)			\$1,250,000.00

Purpose of Amendment:

This represents the second (2nd) amendment request by DPW – Infrastructure to the original contract amount of \$750,000.00. This amendment increases the contract total by \$500,000.00 from \$750,000.00 to \$1,250,000.00 to cover ongoing maintenance as well as several upcoming large security projects, which include upgrades to the card readers at the ZMB and 809 buildings, Bridge house network conversions from dial-up to network and upgrades to the City Hall complex duress buttons from the phone system to the network.

Background:

Toepfer Security Corporation supports the security systems that control and monitor the majority of City buildings. Toepfer Security Corporation gathers information regarding video surveillance, card access records, security schedules, building infrastructure, and automated controls. It is critical to ensure that these systems continue to be installed and monitored.

The maintenance of this software is proprietary and maintenance and support can only be provided by Toepfer Security Corporation.

City Purchasing Director

Date

DOA-Business Operations Division – Procurement Services Section

Finance & Personnel Committee Approval Required

For Single / Sole Source Contract

Contract #E13972

Background:

User Department:	Election Commission
Purchasing Agent:	Catina Slocum
Contract Description:	VSC Data Entry Services for Voter Registration and Absentee Ballots
Vendor Name and Location:	Heartland Information Research, Inc. (Wauwatosa, WI)
Contract Term:	1/1/2016 through 12/31/2016
Requisition # and Date Received:	Requisition #13972, Received 5/20/2015
Original Contract Amount:	N/A
Expenditures to Date:	N/A
Current Contract Amount:	\$100,000.00

Purpose of Contract/Amendment:

The purpose of this contract is for the Election Commission to enter into a Vendor Service Contract for Data Entry Services for Voter Registration and Absentee Ballots with Heartland Information Research, Inc. (HIR) for the 2016 election year. The contract term will be from 1/1/2016 through 12/31/2016 and the estimated contract total will be \$100,000.00.

Background:

HIR has provided these services to the Election Commission since 2006 and is intimately familiar with the Statewide Voter Registration System (SVRS) and has provided training to users for the Government Accountability Board prior to the system going live in 2006. These services include data entry, data quality management, reporting and training for voter record management, absentee process and in-person voting, Election Day and late registration. HIR's extensive SVRS experience combined with hands-on election knowledge is unique and provides significant advantages including, on-going SVRS training to maintain up-to-date knowledge of the system, hands-on experience with the City of Milwaukee election processes and experience managing high performance teams under intense deadlines. Lastly, during previous election cycles, HIR has assisted with identifying and implementing process improvement efforts that have significantly reduced election support costs.

City Purchasing Director

Date

DOA-Business Operations Division – Procurement Services Section

Finance & Personnel Committee Approval Required
For Single / Sole Source Contract
Contract #E14021

Background:

User Department:	Milwaukee Health Department
Purchasing Agent:	Catina Slocum
Contract Description:	VSC Lead Safe Training Services
Vendor Name and Location:	Sixteenth Street Community Health Center (SSCHC), Milwaukee, WI
Contract Term:	7/1/2015 through 11/30/2017 with the option to extend annually upon mutual consent
Requisition # and Date Received:	Requisition #14021, Received 6/26/2015
Original Contract Amount:	N/A
Expenditures to Date:	N/A
Current Contract Amount:	\$111,360.00 (GRANT-FUNDED)

Purpose of Contract/Amendment:

The Milwaukee Health Department (MHD) is seeking to enter into a Vendor Service Contract for Lead Safe Training Services with the Sixteenth Street Community Health Center (SSCHC) to provide property owner awareness and education about lead poisoning, lead hazard remediation, lead-safe housing improvements, weatherization and other housing upgrades. The contract period will be from July 1, 2015 through November 30, 2017 with the option to extend annually upon mutual consent and the estimated contract amount will be \$111,360.00.

Background:

The SSCHC has been identified in a \$3.9 million HUD grant to provide outreach and education to residents and property owners. The SSCHC has a 20-year history of collaboration with the MHD in providing culturally sensitive education and translation, training and follow-up services to all children identified with lead levels over five (5) micrograms per deciliter in this service area. This grant will provide fully subsidized EPA-RRP (Renovation Repair and Painting) training to 200 property owners and another 150 community members from faith-based organizations and daycare centers in the target area to serve as community liaisons, available to provide information and education to their communities about the importance of lead safe renovations. The goals of this project are to decrease childhood lead poisoning and increase safe, habitable and healthy housing for families with children in the 53204, 53207 and 53215 zip codes (the primary audience for this effort).

City Purchasing Director

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DOA-Business Operations Division – Procurement Services Section

Finance & Personnel Committee Approval Required
For Single / Sole Source Contract
Contract #E14040

Background:

User Department:	Milwaukee Health Department
Purchasing Agent:	Catina Slocum
Contract Description:	VSC Lead Safe Training Services
Vendor Name and Location:	S.A. Herbst & Associates, (Milwaukee, WI)
Contract Term:	9/1/2015 through 11/30/2017 with the option to extend annually upon mutual consent
Requisition # and Date Received:	Requisition #14040, Received 6/26/2015
Original Contract Amount:	N/A
Expenditures to Date:	N/A
Current Contract Amount:	\$70,000.00 (GRANT-FUNDED)

Purpose of Contract/Amendment:

The Milwaukee Health Department (MHD) is seeking to enter into a Vendor Service Contract for Lead Safe Training Services with S.A. Herbst & Associates to provide qualified property owners or their agents enrolled in the MHD's Primary Prevention Program with lead safety training. The contract period will be from September 1, 2015 through November 30, 2017 with the option to extend annually upon mutual consent and the estimated contract amount will be \$70,000.00.

Background:

S.A. Herbst & Associates has been identified in a \$3.9 million HUD grant to provide lead safety training to property owners or their agents enrolled in the Primary Prevention Program. MHD has had a successful contracting relationship with S.A. Herbst & Associates since June 2010 with previous vendor service contracts for these lead safe training services. According to the department, there is only one other vendor (Milwaukee Lead and Asbestos Information Center) that provides these services and they have consistently provided an unsatisfactory product. This vendor will provide qualified property owners or their agents enrolled in the MHD's Primary Prevention Program with lead safety training. This Renovation, Repair and Paint class training will meet the Environmental Protection Agency (EPA) requirements. This contract is for on-going weekly classes in English and Spanish with a minimum of four (4) people per class beginning 9/1/2015 through 11/30/2017 aligning with the HUD grant timeline.

City Purchasing Director

Date