

**Department of Administration  
Purchasing Division**

**Finance & Personnel Committee Approval Required  
For Single Source Contract  
Contract #E0000017869**

**Background:**

<b>User Department:</b>	Department of Neighborhood Services (DNS)
<b>Purchasing Agent:</b>	Marina Litvinets
<b>Contract Description:</b>	VSC for Essential/Emergency HVAC Services
<b>Vendor Name and Location:</b>	Isaac Malone d/b/a Best Choice Mechanical, LLC (Milwaukee, WI)
<b>Contract Term:</b>	11/01/2020 through 10/31/2021 with three (3) options to extend for one (1) year period, upon mutual agreement
<b>Requisition # and Date Received:</b>	0000017869 & 10/22/2020
<b>Original Contract Amount:</b>	\$125,000.00
<b>Expenditures to Date:</b>	\$0.00
<b>Current Contract Amount:</b>	\$125,000.00

**Purpose of Contract:**

The purpose of this contract with Isaac Malone d/b/a Best Choice Mechanical, LLC is to provide Essential and Emergency HVAC Services to the Department of Neighborhood Services (DNS). The contract term is from 11/01/2020 through 10/31/2021 with three (3) options to extend for a one (1) year period. The estimated contract total is \$125,000.00. This contract replaces DNS' prior contract for this service that has expired.

**Background:**

The DOA- Purchasing Division has attempted Bid #17624 and Bid #17624 Rebid #1 for these services, but no bids were received. The department reached out to the current vendor – Isaac Malone d/b/a Best Choice Mechanical, LLC – and obtained a signed Request for Pricing (Exhibit 1). Isaac Malone d/b/a Best Choice Mechanical, LLC was awarded the previous contract B0000013041 in 2014 via a competitive bidding process.

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City Purchasing Director

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Date

**F&P Approval Presentation Date:** 01/13/2021

**Department of Administration  
Purchasing Division**

**Finance & Personnel Committee Approval Required  
For Sole Source Contract  
Contract #E0000015989**

**Background:**

<b>User Department:</b>	DOA-Office of Small Business Development
<b>Purchasing Agent:</b>	Ann Patz
<b>Contract Description:</b>	VSC for Workforce Compliance Software
<b>Vendor Name and Location:</b>	LCPtracker, Inc. (Orange, CA)
<b>Contract Term:</b>	01/01/2018 - 12/31/2018 with four (4) options to extend one (1) year
<b>Requisition # and Date Rec'd:</b>	Req #0000017963 Rec'd 12/16/2020
<b>Original Contract Amount:</b>	\$28,000.00
<b>Expenditures to Date:</b>	\$88,200.00
<b>Current Contract Amount:</b>	\$88,200.00

**History of Contract Amendments:**

<b>Date</b>	<b>Item</b>	<b>Term</b>	<b>Cost</b>
05/08/2018	Original Contract: E15989 – VSC for Workforce Compliance Software. <b>F&amp;P Committee Review Not Required</b>	01/01/2018 through 12/31/2018	\$28,000.00
11/21/2018	Amendment #1: Increased the estimated contract total by \$28,000.00 from \$28,000.00 to \$56,000.00 and extended the contract term for one (1) year from 01/01/2019 through 12/31/2019, exercising the first (1 <sup>st</sup> ) of four (4) options to extend for one (1) year. <b>F&amp;P Committee Approval 11/21/2018</b>	01/01/2019 through 12/31/2019	\$28,000.00
02/26/2020	Amendment #2: Increased the estimated contract total by \$32,200.00 from \$56,000.00 to \$88,200.00 and extended the contract term for one (1) year from 01/01/2020 through 12/31/2020, exercising the second (2 <sup>nd</sup> ) of four (4) options to extend for one (1) year. <b>F&amp;P Committee Approval 02/26/2020</b>	01/01/2020 through 12/31/2020	\$32,200.00
<b>Pending</b>	<b>Amendment #3:</b> Increase the estimated contract total by \$30,000.00 from \$88,200.00 to \$118,200.00 and extend the contract term for one (1) year from 01/01/2021 through 12/31/2021, exercising the third (3 <sup>rd</sup> ) of four (4) option to extend for one (1) year.	01/01/2021 through 12/31/2021	\$30,000.00
<b>Total (including the pending amendment)</b>			<b>\$118,200.00</b>

**Purpose of Amendment:**

The purpose of this amendment is to increase the estimated contract total by \$30,000.00 from \$88,200.00 to \$118,200.00 in accordance with the Invoice #IR-14643, dated 12/04/2020 (Exhibit 1) and extend the contract term for one (1) year from 01/01/2021 through 12/31/2021, exercising the third (3<sup>rd</sup>) of four (4) options to extend for one (1) year.

**Background:**

LCPtracker is the leading software solution for construction site compliance management, certified payroll and workforce reporting. Additionally, it generates audits, creates logs and correspondence, and also offers seventy (70) standardized reports. LCPtracker is both the manufacturer and sole provider of the web-hosted prevailing

wage and labor compliance tracking software which was adopted by Common Council in Resolution File #131298 in 2014. There is a continuing need to maintain the software license in order to continue operations using this specific software product.

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City Purchasing Director

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Date

**F&P Approval Date:** 01/13/2021

**Department of Administration  
Purchasing Division**

**Finance & Personnel Committee Approval Required**

**For Single Source Contract**

**Contract #E0000015070**

**Background:**

<b>User Department:</b>	Milwaukee Health Department (MHD)
<b>Purchasing Agent:</b>	Ann Patz
<b>Contract Description:</b>	VSC for Human Immunodeficiency Virus (HIV) and Sexually Transmitted Disease (STD) Prevention Services
<b>Vendor Name and Location:</b>	Diverse and Resilient, Inc. (Milwaukee, WI)
<b>Contract Term:</b>	01/01/2017 through 12/31/2017 with the option to extend annually, upon mutual consent
<b>Requisition # and Date Received:</b>	17938 & 11/24/2020
<b>Original Contract Amount:</b>	\$100,000.00
<b>Expenditures to Date:</b>	\$234,999.95
<b>Current Contract Amount:</b>	\$300,000.00

**History of Contract Amendments:**

Date	Item	Term	Cost
01/11/2017	Original Contract – Vendor Service Contract for HIV and STD Prevention Services <b>Approved by F&amp;P Committee on: 01/11/2017</b>	01/01/2017 through 12/31/2017	\$100,000.00
01/11/2018	Amendment #1 – Extended the contract for a period of one (1) year from 01/01/2018 through 12/31/2018 and increased the estimated contract total by \$70,000.00 from \$100,000.00 to \$170,000.00. <b>Approval waived by F&amp;P Committee on: 02/22/2018</b>	01/01/2018 through 12/31/2018	\$70,000.00
05/01/2019	Amendment #2 – Extended the contract for a period of one (1) year from 01/01/2019 through 12/31/2019 and increased the estimated contract total by \$65,000.00 from \$170,000.00 to \$235,000.00. <b>Approved by F&amp;P Committee on: 05/01/2019</b>	01/01/2019 through 12/31/2019	\$65,000.00
01/15/2020	Amendment #3- Extended the contract for a period of one (1) year from 01/01/2020 through 12/31/2020 and increased the estimated contract total by \$65,000.00 from \$235,000.00 to \$300,000.00. <b>Approved by F&amp;P Committee on: 01/15/2020</b>	01/01/2020 through 12/31/2020	\$65,000.00
Pending	<b>Amendment #4:</b> Increase the estimated contract total by \$65,000.00 from \$300,000.00 to \$365,000.00 and extend the contract term for one (1) year from 01/01/2021 through 12/31/2021.	01/01/2021 through 12/31/2021	\$65,000.00
<b>Total (including the pending amendment)</b>			<b>\$365,000.00</b>

**Purpose of Amendment:**

The purpose of this amendment is to extend the MHD's vendor service contract for HIV and STD prevention services with Diverse and Resilient, Inc. for a period of one (1) year from 01/01/2021 through 12/31/2021. Additionally, this amendment will increase the estimated contract total by \$65,000.00 from \$300,000.00 to \$365,000.00.

**Background:**

This contract amendment will allow Diverse and Resilient, Inc. to continue to provide intensive case management services and assist with identifying, treating and testing individuals at high-risk for HIV. In addition, Diverse and Resilient will be able to address HIV/syphilis co-infection and provide assistance to an emerging community of African American men who have sex with men. Diverse and Resilient, Inc. has successfully provided these services to the MHD since 2013.

Diverse and Resilient, Inc. is a local nonprofit organization whose mission is the healthy development of lesbian, gay, bisexual, transgender (LGBT) people in Wisconsin by creating and sustaining groups and communities to take action. Milwaukee has been experiencing increased rates of HIV and syphilis co-infection and partnership with an agency such as Diverse and Resilient, Inc. provides inroads to reach otherwise hard to reach at risk individuals.

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City Purchasing Director

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Date

**F&P Presentation Date:** 1/13/2021