

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Sole Source Contract
Contract #E14667**

Background:

User Department:	Milwaukee Health Department (MHD)
Purchasing Agent:	Cassandra Fawley
Contract Description:	VSC for HealthSpace EnviroIntel Software and Maintenance Support
Vendor Name and Location:	HealthSpace USA, Inc. (Bellingham, WA)
Contract Term:	06/01/2016 through 05/31/2018 with the option to extend annually, upon mutual agreement
Requisition # and Date Received:	15856 & E14667
Original Contract Amount:	\$55,140.00 (GRANT-FUNDED)
Expenditures to Date:	\$55,140.00
Current Contract Amount:	\$55,140.00

Purpose of Amendment:

The purpose of this amendment is to increase the estimated contract total by \$21,840.00 from \$55,140.00 to \$76,980.00 and to extend the contract for one (1) year from 06/01/2018 through 05/31/2019 exercising the option to extend annually, upon mutual agreement.

Justification for Waiver:

As a local agent administrating retail food and recreational inspections, the MHD is required to conduct and record inspection data, in accordance with the requirements set forth by the State of Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP). HealthSpace provides software – which is utilized by the State of Wisconsin DATCP, as well as the majority of agencies authorized to administer retail food and recreational inspections by them – that enables agencies to centrally manage data within their organizations. Additionally, the software provides seamless data transfer between systems, enabling the City of Milwaukee to continuously remain in full compliance with the State of Wisconsin’s requirements. Furthermore, this software is able to automatically install and upgrade software, ensuring reliability that continuously re-installing software does not. This avoids the scenario that led to this vendor being selected to provide these services in 2016, as the MHD’s previous software was no longer in compliance with the State of Wisconsin’s requirements.

Since the establishment of this contract, the MHD has unceasingly been in compliance with the State of Wisconsin’s DATCP’s reporting requirement. This software has enabled them to document compliance temperatures, as well as other equipment, on site. Most importantly, the software is capable of making code references – In, Out, Not Applicable, or Not Observed – which is required by the State and the standards set forth by the Food and Drug Administration (FDA).

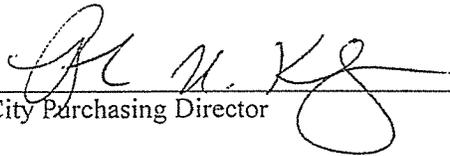
In addition to the above-noted information, the Food Sanitation Grading system – a new program initiated by Alderman Murphy – utilizes the HealthSpace software, as the vendor was able to configure the grading system in their software by linking the algorithm associated with the project to the inspections logged in the HealthSpace system. Furthermore, the MHD’s tattoo and body art programs, in addition to their weights and measures program, are also utilizing the HealthSpace software.

The FDA’s “Implementing Voluntary National Retail Food Regulatory Program Standards Grant”, which was approved by the Common Council on 06/14/2016 (Resolution #160090) funded the configuration of the software and the addition of the food sanitation grading system. Additionally, the software provided by HealthSpace is proprietary.

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.

History of Contract Amendments:

Date	Item	Term	Cost
06/08/2016	Original Contract – Vendor Service Contract for HealthSpace EnviroIntel Software and Maintenance Support Approved by F&P Committee on: 06/08/2016	06/01/2016 through 05/31/2018	\$55,140.00
Pending	Amendment #1 – Increase the estimated contract total by \$21,840.00 from \$55,140.00 to \$76,980.00 and extend the contract for one (1) year from 06/01/2018 through 05/31/2019 exercising the option to extend annually, upon mutual agreement.	06/01/2018 through 05/31/2019	\$21,840.00
Total (including the pending amendment)			\$76,980.00



City Purchasing Director

4/26/2018
Date

F&P Waiver Presentation Date: 05/23/2018

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Sole Source Contract
Contract #E12638**

Background:

User Department:	Department of Administration (DOA) - Information Technology Management Division (ITMD)
Purchasing Agent:	Cassandra Fawley
Contract Description:	Vendor Service Contract for Telesoft Communications Expense Management System Software
Vendor Name and Location:	Telesoft LLC d/b/a MDSL (Phoenix, AZ)
Contract Term:	06/27/2013 – 06/26/2014
Requisition # and Date Received:	15994 & 03/26/2018
Original Contract Amount:	\$16,749.00
Expenditures to Date:	\$76,193.00
Current Contract Amount:	\$76,193.00

Purpose of Amendment:

The purpose of this amendment is to increase the estimated contract total by \$12,589.00 from \$76,193.00 to \$88,782.00 and to extend the contract for one (1) year from 06/27/2018 through 06/26/2019, exercising the option to extend annually, upon mutual agreement.

Justification for Waiver:

In 2013, ITMD requested to dispense with the City's competitive bid process to enter into a Sole-Source Exception to Bid Vendor Service Contract for Telecommunications Expense Management System software maintenance with Telesoft Corporation (now legally named "Telesoft LLC d/b/a/ MDSL") for a period of one (1) year from 06/27/2013 to 06/26/2014, at an estimated contract total of \$16,749.00. Prior to 2013, system maintenance was procured by the Department of Public Works – Technical Support Services on an annual basis.

Telesoft LLC d/b/a/ MDSL provides telecommunications software, web applications, hardware, and annual maintenance that allows the City to maintain a record of all inbound and outbound calls from Avaya telephones. In addition to tracking telephone usage the system is also utilized to automate billing records and maintain the City's online phone directory.

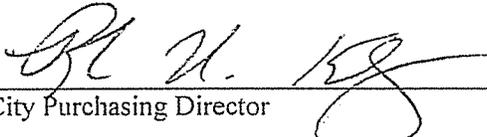
Telesoft LLC d/b/a/ MDSL is the sole developer and distributor of the Telecommunications Expense Management System hardware, software, and web applications already employed by the City of Milwaukee, therefore they are the sole licensed source for maintenance. The Telecommunications Expense Management System is proprietary and it is not available through other resellers or vendors.

Due to the costs associated with securing a new vendor, configuring a new telecommunications system, purchasing hardware, and installing a new server, it is recommended that the City continue its services with Telesoft LLC d/b/a/ MDSL.

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.

History of Contract Amendments:

Date	Item	Term	Cost
09/11/2013	Original Contract E12638 – Vendor Service Contract for Telesoft Communications Expense Management System Software.	06/27/2013 through 06/26/2014	\$16,749.00
07/10/2014	Amendment #1: Increased the estimated contract total by \$17,507.00 from \$16,749.00 to \$34,256.00, extended the contract for one (1) year from 06/27/2014 to 06/26/2015, and added the option to extend annually upon mutual agreement.	06/27/2014 through 06/26/2015	\$17,507.00
06/01/2015	Amendment #2: Increased the estimated contract total by \$18,304.00 from \$34,256.00 to \$52,560.00 and extended the contract for one (1) year from 06/27/2015 through 06/26/2016, exercising the option to extend annually, upon mutual agreement Waiver Presented to F&P Committee: 06/17/2015	06/27/2015 through 06/26/2016	\$18,304.00
05/11/2016	Amendment #3: Increased the estimated contract total by \$11,567.00 from \$52,560.00 to \$64,127.00 and extended the contract for one (1) year from 06/27/2016 through 06/26/2017, exercising the option to extend annually, upon mutual agreement Waiver Presented to F&P Committee: 05/18/2016	06/27/2016 through 06/26/2017	\$11,567.00
05/31/2017	Amendment #4: Increased the estimated contract total by \$12,066.00 from \$64,127.00 to \$76,193.00 and extended the contract for one (1) year from 06/27/2017 through 06/26/2018, exercising the option to extend annually, upon mutual agreement Waiver Presented to F&P Committee: 07/07/2017	06/27/2017 through 06/26/2018	\$12,066.00
Pending	Amendment #5: The purpose of this amendment is to increase the estimated contract total by \$12,589.00 from \$76,193.00 to \$88,782.00 and to extend the contract for one (1) year from 06/27/2018 through 06/26/2019, exercising the option to extend annually, upon mutual agreement.	06/27/2018 through 06/26/2019	12,589.00
Total (including the pending amendment)			\$88,782.00



 City Purchasing Director

4/26/2018

 Date

F&P Waiver Presentation Date: 05/23/2018

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
Sole Source Contract
Contract #E15120**

Background:

User Department:	Department of Employee Relations (DER-Administration)
Purchasing Agent:	Nathan Churchill
Contract Description:	VSC for Worker's Compensation Software Hosting/Maintenance
Vendor Name and Location:	Ventiv Technologies, Inc. (Chicago, IL)
Contract Term:	01/01/2017 – 06/30/2017 w/ option to extend for six (6) months
Requisition # and Date Rec'd:	Requisition #16053; Rec'd 05/04/2018
Original Contract Amount:	\$33,020.00
Expenditures to Date:	\$85,025.50
Current Contract Amount:	\$85,026.50

Purpose of Contract/Amendment:

The purpose of this amendment is to continue the provision of Worker's Compensation Hosting/Maintenance Services with Ventiv Technologies, Inc. This represents the third (3rd) contract amendment request by the Department of Employee Relations to the original contract of \$33,020.00. This amendment will add one (1) additional option to extend for six (6) months from 04/01/2018 through 09/30/2018 and will increase the estimated contract total by \$30,000.00 from \$85,026.50 to \$115,026.50.

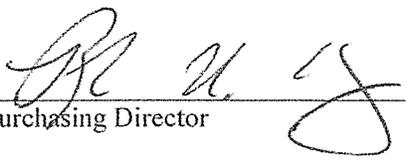
Justification for Waiver:

The Ventiv Claim Management System, a proprietary software system, has maintained claims files since 1969. All historical claims data prior to 10/01/2016 is maintained in the Ventiv Claims System – including financials, medical claims information, periods of lost time, correspondence, investigative materials, and litigation activities. The City is responsible for maintaining this data and ensuring the claims data is exported to the new Corvel system, in its entirety, without errors or omissions.

Ventiv Technologies, Inc. provides access to the iVOS System for Worker's Compensation claims. Access to the Ventiv Claim Management System is required by DER to test and verify the data that was transferred to the new vendor's system (Corvel) is accurate. Recent audits revealed that some data anomalies have occurred; therefore, DER needs iVOS to conduct further data transfer integrity testing. This testing is very important, as there is a potential for legal and fiscal implications if *all* data was not transferred successfully and correctly.

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.

City Purchasing Director



Date

5/14/2018

F&P Waiver Presentation Date: 05/23/2018

History of Contract Amendments:

Date	Item	Term	Cost
02/03/2017	Original Contract: VSC for Workers' Compensation Software Maintenance/Hosting	01/01/2017 through 06/30/017	\$33,020.00
06/29/2017	Amendment #1: Increased estimated contract total by \$16,510.00 from \$33,020.00 to \$49,530.00 and extended the contract from 07/01/2017 through 09/30/2017.	07/01/2017 through 09/30/2017	\$16,510.00
01/03/2018	Amendment #2: Increased the estimated contract total by \$35,496.50 from \$49,530.00 to \$85,026.50 and added one (1) option to extend the contract for six (6) months from 10/01/2017 through 03/31/2018. Waiver Approved by F&P Committee 01/31/2018	10/01/2017 through 03/31/2018	\$35,496.50
Pending	Amendment #3: Increase the estimated contract total by \$30,000.00 from \$85,026.50 to \$115,026.50 and add one (1) option to extend the contract for six (6) months from 04/01/2018 through 09/30/2018.	04/01/2018 through 09/30/2018	\$30,000.00
Total (including the pending amendment)			\$115,026.50

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Single Source Contract
Contract # E0000015929**

Background:

User Department:	DPW – Fleet Services
Purchasing Agent:	Roxane Schumacher
Contract Description:	VSC for Leach Packer Body Service
Vendor Name and Location:	Stepp Equipment Company (Menomonee Falls, WI)
Contract Term:	May 1, 2018 through April 30, 2021
Requisition # and Date Received:	15929, 2/22/2018
Original Contract Amount:	\$150,000.00
Expenditures to Date:	\$0.00
Current Contract Amount	\$0.00

Purpose of Contract:

DPW – Fleet Services is seeking to enter into a new Vendor Service Contract for supplemental service work on Leach packer bodies with Stepp Equipment Company from May 1, 2018 through April 30, 2021 at a total contract value of \$150,000.00.

This contract will replace contract E13836 which expires April 30, 2018 and represents a decrease of \$75,000.00 over the prior contract E13836 as the department anticipates a decrease in supplemental service work being completed by Stepp Equipment Company.

Under this contract, Stepp Equipment Company provides supplemental service work on Leach refuse packer bodies consisting of overflow work that DPW Repairs Division cannot handle due to seasonal demands or other repairs that are pending on other equipment.

Justification for Waiver:

Stepp Equipment Company is the only local factory-authorized service dealer for Leach equipment.

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.



City Purchasing Director

4/26/2018
Date

F&P Waiver Presentation Date: May 23, 2018