

**Department of Administration
Purchasing Division**

Finance & Personnel Committee Approval Required
Sole Source Contract
Contract #E0000000016-B

Background:

User Department:	Assessor's Office
Purchasing Agent:	Nathan Churchill
Contract Description:	VSC for Property Deed Transfer Information Services
Vendor Name and Location:	Chicago Title Company, LLC (Waukesha, WI)
Contract Term:	01/13/2017 through 02/22/2018 with annual option to extend
Requisition # and Date Rec'd:	Requisition #0000015806; Received 12/18/2017
Original Contract Amount:	\$52,867.12
Expenditures to Date:	\$33,300.00
Current Contract Amount:	\$52,867.12

Purpose of Contract/Amendment:

The purpose of this amendment is to provide continued Property Deed Transfer Information Services to the City of Milwaukee Assessor's Office. This service provides details of all of the deeds that have been recorded with the City of Milwaukee for each prior week. Departmental staff uses this data service to change ownership records for properties located within the City. Disruption in the flow of data to the Assessor's Office would result in staff being unable to change or update ownership records, therefore making their records inaccurate, delaying the assessment process, and delaying the mailing of accurate tax bills. There are over 300 ownership changes within the City of Milwaukee each week; this vendor service allows for verification and confirmation of the ownership details and legal descriptions for each of these deeds.

Background:

This contract, E0000000016 has provided services to the City of Milwaukee Assessor's Office under different names: Chicago Title Company, LLC; Chicago Title Insurance Company, LLC; and Property Insight. Chicago Title Company, LLC provides a disc of sales information to the Assessor's Office on a bi-weekly basis. Chicago Title Company, LLC is the only vendor able to provide the necessary information in the format the Assessor's Office requires. If this process is interrupted, the assessment process will be slowed and mailing of tax bills will be delayed.

This amendment will increase the estimated contract total by \$51,800.00 from \$52,867.12 to \$104,667.12 and extend the term of this contract for one year from 02/23/2018 through 02/22/2019 with the option to extend upon mutual consent.

City Purchasing Director

Date

**Department of Administration
Purchasing Division**

**Finance & Personnel Committee Approval Required
For Single Contract
Contract #E14239**

Background:

User Department:	Milwaukee Fire Department
Purchasing Agent:	Matthew Donath
Contract Description:	VSC for College Courses
Vendor Name and Location:	Milwaukee Area Technical College (MATC), Milwaukee, WI
Contract Term:	6/01/2015 – 12/31/2018 with two (2) options to extend for one (1) year
Requisition # and Date Received:	Requisition #15820 Received 1/5/2018
Original Contract Amount:	\$31,423.60
Expenditures to Date:	\$74,028.59
Current Contract Amount:	\$106,423.60

Purpose of Contract/Amendment:

The purpose of this amendment is to increase the estimated contract total by \$100,000.00, from \$106,423.60 to \$206,423.60. Recent operational procedure and funding source changes at Milwaukee County Emergency Management Services (EMS) have created the need for Milwaukee Fire Department to contract with MATC for initial paramedic training courses, in addition to the courses already included in the contract.

Background: As part of the fire cadet program, every fire cadet is required to obtain twenty-four (24) college credits during the two (2) year training period. Spanish and Anatomy and Physiology are courses that are required as a part of the program and initially included in this contract. The additional funds will cover the cost of adding initial paramedic training courses, which are also required by the program.

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
1/06/2016	Original Contract- VSC for College Courses	6/01/2015-12/31/2018	\$31,423.60
7/15/2016	Amendment #1: Increase the estimated contract total by \$75,000.00 from \$31,423.60 to \$106,423.60. Approved by F&P Committee on: 6/8/2016	N/A	75,000.00
Pending	Amendment #2: Increase the estimated contract total by \$100,000.00 from \$106,423.60 to \$206,423.60	n/A	\$100,000.00
Total (including the pending amendment)			\$206,423.60

City Purchasing Director

Date