

# Finance & Personnel Committee Presentation

Mayor Cavalier Johnson Cabinet Member Appointment

City Purchasing Director: Rhonda Kelsey



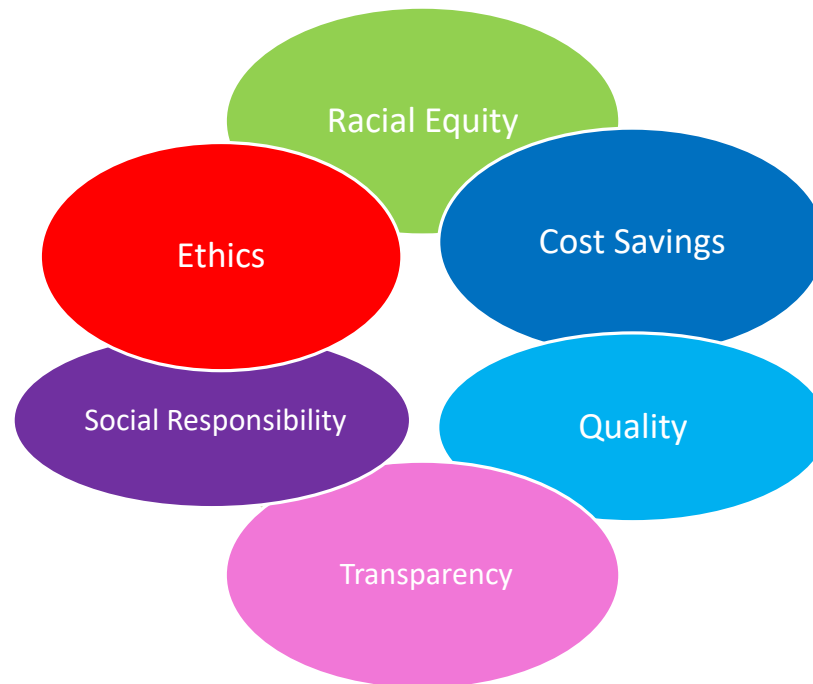
---

Presented By: Rhonda Kelsey  
City Purchasing Director  
June 5, 2024

# Purpose & Mission

---

*The Purchasing Division's mission is to acquire Commodities and Services for City Departments in the most cost effective, efficient, and impartial manner within the appropriate guidelines. Purchasing maintains the highest commitment to racial equity, transparency, and innovation while supporting programs and initiatives that empower city residents to become involved in contracting opportunities available at the City.*



# Highlighted Accomplishments

---

- Administered Efficient Procurement Operations for City Departments during COVID-19 Pandemic
- Fiscally Responsible Management of Approx. \$177M in Annual Citywide Procurement Requests
- Successful and Collaborative Administration of the Disparity Study RFP Process & Final Report
- Created City Buying Plan – 5 Year Forecast of City Contracting Opportunities
- Average of \$14.2M in Contract Awards to SBE firms (2020-2023)
- Sustained Commitment to Maintaining Diverse Staffing Levels
- Successful Execution of the City's 1st Vendor Fair
- 0 Sustained Bid Appeals

# Highlighted Goals

---

- Maximize/Increase Revenues through City Contracting
- Implement Disparity Study Recommendations to Maximize the Participation of Small and Minority Owned Businesses
- Quarterly Meetings With External Stakeholders to Solicit Ideas/Input to Maximize Inclusion In City Contracting
- Leverage City Contracting to Create Incentives that Support Sustainable & Environmentally Conscious Sourcing
- Scale Up the Socially Responsible Contractor's Bid Incentive Program
- Quarterly Vendor Outreach Meetings
- Execute a Successful Procurement Process for the 2024 Republican National Convention (RNC)

# Short & Long Term Challenges

---

1. Implementation of Disparity Study Recommendations
2. Implementation of New Enterprise Resource Planning (ERP) System
3. Administering Federally Compliant RNC Procurement Process

# Innovation

---

1. Streamline Citywide Contracting Operations
2. Revamp Local Business Enterprise (LBE) Bid Incentive Program
3. Scale Up City Vendor Fair to Include Vendor Expo
4. Partnering with Office of Equity & Inclusion (OEI) to Streamline Small & Minority Owned Business Certification Program

# Solutions Responsive to Alderperson Complaints and Recommendations

---

1. Provide Excellent Customer Service
2. Quarterly Check In Meetings
3. Foster Open and Collaborative Communication Channels
4. Remain Flexible and Solution-Focused/Oriented

# CONTACT INFO

## **Rhonda Kelsey, City Purchasing Director**

City of Milwaukee Purchasing Division

200 East Wells Street, Room 601

Milwaukee, WI 53202

**Phone: 414-286-3639**

E-mail: [procurement.services@milwaukee.gov](mailto:procurement.services@milwaukee.gov)

Website: [milwaukee.gov/Purchasing](http://milwaukee.gov/Purchasing)

