

**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 #16414; Rec'd 10/15/2018
Original Contract Amount:	\$33,020.00
Expenditures to Date:	\$115,026.50
Current Contract Amount:	\$115,026.50

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 fourth (4th) contract amendment request by the Department of Employee Relations to the original contract of \$33,020.00. This amendment will extend the existing contract for three (3) months from 10/01/2018 through 12/31/2018 and will increase the estimated contract total by \$18,700.00 from \$115,026.50 to \$133,726.50.

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

10-22-2018
Date

F&P Waiver Presentation Date: 10/31/2018

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
05/23/2018	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. Waiver Approved by F&P Committee on 05/21/2018	04/01/2018 through 09/30/2018	\$30,000.00
Pending	Amendment #4: Increase the estimated contract total by \$18,700.00 from \$115,026.50 to \$133,726.50 and extend the contract term for three (3) months from 10/01/2018 through 12/31/2018.	10/01/2018 through 12/31/2018	\$18,700.00
Total (including the pending amendment)			\$133,726.50