

**Department of Administration  
Purchasing Division**

**Finance & Personnel Committee Approval Required  
For Single Source Contract  
Contract # E0000017199-A**

**Background:**

<b>User Department:</b>	Milwaukee Police Department
<b>Purchasing Agent:</b>	Kathleen Slater
<b>Contract Description:</b>	Vendor Service Contract for Police Psychologist Services
<b>Vendor Name and Location:</b>	First Responders Psychological Services, LLC (Dousman, WI) fka Heather E. Kersten
<b>Contract Term:</b>	01/01/2020 through 12/31/2023
<b>Requisition # and Date Received:</b>	0000020132 Received 12/18/2023
<b>Original Contract Amount:</b>	\$175,000.00
<b>Expenditures to Date:</b>	\$1,165,090.00
<b>Current Contract Amount:</b>	\$1,175,000.00

**History of Contract Amendments:**

Date	Item	Term	Cost
01/15/2020	Original Contract – Vendor Service Contract Police Psychologist Services <b>Approved by F&amp;P Committee on: 01/15/2020</b>	01/01/2020 through 12/31/2023	\$175,000.00
09/16/2020	Amendment #1: Increased the contract total by \$350,000.00 from \$175,000.00 to \$525,000.00. Incorporate name change from Heather E. Kersten to First Responders Psychological Services, LLC with new contract number E0000017199-A. <b>Approved by F&amp;P Committee on: 09/16/2020</b>	N/A	\$350,000.00
01/12/2022	Amendment #2: Increased the contract total by \$650,000.00 from \$525,000.00 to \$1,175,000.00. <b>Approved by F&amp;P Committee on: 01/12/2022</b>	N/A	\$650,000.00
Pending	Amendment #3: Increase the contract total by \$83,000.00 from \$1,175,000.00 to \$1,258,000.00.	N/A	\$83,000.00
<b>Total (including the pending amendment)</b>			<b>\$1,258,000.00</b>

**Purpose of Amendment:**

The purpose of this amendment is to allow the Milwaukee Police Department (MPD) to amend the Vendor Service Contract for Police Psychologist Services with First Responders Psychological Services, LLC (fka Heather E. Kersten) to increase the contract total by \$83,000.00 from \$1,175,000.00 to \$1,258,000.00.

This amendment to add an additional \$83,000.00, is to cover invoices for service from October 2023 through December 2023. MPD has not been fully invoiced for the last quarter of 2023 but anticipates the \$9,910.00 that remains on this contract will not be enough to cover the services for this quarter.

**Background:**

In 2016, Dr. Heather Kersten was the highest ranked proposer for RFP #14562 and was awarded a one (1) year Vendor Service Contract for Police Psychologist Services with the option to extend for two (2) additional one (1) year periods. All options to extend have been exercised and there are no options left and expired in 2019.

In 2020, a new contract was entered into for three (3) years from date of award through 2023. Dr. Kersten has been working with the Milwaukee Police Department for the last four (4) years and has established a rapport with the members of MPD. She has attended three line of duty deaths, critical incidents, facilitated debriefings of members, and trained supervisors on recognizing trauma in their subordinates. Dr. Kersten has brought an intern program to the MPD wellness team and has participated in district events to have the MPD members become familiar with her and the services of the wellness unit.

To lose Dr. Kersten after four (4) years would be detrimental to the progress the MPD has made under her guidance and leadership in providing services to their members. Dr. Kersten has established a good Doctor/Client relationship with many of the MPD members and to change their services may cause a setback for its members and the work that has been accomplished in mental wellness.

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City Purchasing Director

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Date

**F&P Approval Presentation Date:** 01/10/2024

**Department of Administration  
Purchasing Division**

**Finance & Personnel Committee Approval Required  
For Single Source Contract  
Contract #E0000020003**

**Background:**

<b>User Department:</b>	Assessor's Office
<b>Purchasing Agent:</b>	Diana Herrejon
<b>Contract Description:</b>	Vendor Service Contract for Printing and Mailing Assessment Notices
<b>Vendor Name and Location:</b>	A.B. Data, Ltd. (Milwaukee, WI)
<b>Contract Term:</b>	Three (3) years from the date of award with two (2) options to extend for one (1) year terms
<b>Requisition # and Date Received:</b>	0000020003 & 10/31/2023
<b>Original Contract Amount:</b>	\$90,000.00
<b>Expenditures to Date:</b>	\$0.00
<b>Current Contract Amount:</b>	\$90,000.00

**Purpose of Contract:**

The City of Milwaukee Assessor's Office is seeking to enter into a Vendor Service Contract for Printing and Mailing Assessment Notices with A.B. Data, Ltd. for three (3) years from the date of award with two (2) options to extend for one (1) year terms.

**Background:**

A.B. Data, Ltd. (A.B. Data) plays an essential role in the assessment notice process of the Assessor's Office. Prior to publishing the assessment notices, the Department of Revenue (DOR) needs to approve them. A.B. Data works with the Assessor's Office to format the notices to include the required information from DOR. The approved formatted notice is then provided electronically by A.B. Data, making it easier for the Assessor's Office to search through the data. Previously, the data was provided in three (3) files, each containing over 50,000 notices, which was time-consuming to search through. A.B. Data now provides the data in six (6) files in tax-key order, making it faster to search for a specific notice. A.B. Data also provides a blank copy of the notice so that the Assessor's Office can send out an updated notice with new ownership information.

A.B. Data has specific insight into the Assessor's Office needs and knowledge of services, ensuring a smooth assessment notice process.

The Assessor's Office has contracted with A.B. Data, Ltd. for printing and mailing services for multiple years with contract E12480 (2014) and B16106 (2018). Contract B16106 is set to expire on 01/29/2024 and due to the urgent need for these services, it is recommended that a Single-Source Vendor Service Contract for Printing and Mailing Assessment Notices be awarded to A.B. Data, Ltd. for three (3) years from the date of award with two (2) options to extend one for (1) year terms.

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City Purchasing Director

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Date

**F&P Approval Presentation Date: 01/10/2024**