

**Department of Administration  
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval  
For Sole Source Contract  
Contract #E0000018301**

**Background:**

<b>User Department:</b>	Milwaukee Health Department
<b>Purchasing Agent:</b>	LeCarrol Key
<b>Contract Description:</b>	Vendor Service Contract for Clear Lab DX Instrument, Service Maintenance & Reagent Testing Kits
<b>Vendor Name and Location:</b>	Clear Labs, Inc. (San Carlos, CA)
<b>Contract Term:</b>	Three (3) years from date of award (08/03/2021-08/02/2024) with the option to extend upon mutual consent
<b>Requisition # and Date Received:</b>	Req. #0000019948 & Rec'd 10/06/2023
<b>Original Contract Amount:</b>	\$468,741.60 (GRANT FUNDS: COVID ELC ED)
<b>Expenditures to Date:</b>	\$1,030,921.60
<b>Current Contract Amount:</b>	\$1,340,741.60

**History of Contract Amendments:**

Date	Item	Term	Cost
09/15/2021	Vendor Service Contract for Clear Lab DX Instrument, Service Maintenance & Reagent Testing Kits <b>F&amp;P Committee Presentation Date: 09/15/2021</b>	08/03/2021 through 08/02/2024	\$468,741.60
10/06/2021	Amendment #1: Increased contract total by \$872,000.00 from \$468,741.60 to \$1,340,741.60. <b>F&amp;P Committee Presentation Date: 10/06/2021</b>	n/a	\$872,000.00
Pending	Amendment #2: Increase the contract total by \$67,467.60 from \$1,340,741.60 to \$1,408,209.20 and extend the contract term from 08/03/2024 through 08/02/2027, exercising the option to extend upon mutual consent.	08/03/2024 through 08/02/2027	\$67,467.60
<b>Total (including the pending amendment)</b>			<b>\$1,408,209.20</b>

**Purpose of Amendment:**

Recommend the City of Milwaukee Health Department's (MHD) existing Vendor Service Contract for Clear Lab DX Instrument, Service Maintenance & Reagent Testing Kits be amended to increase the contract total by \$67,467.60 from \$1,340,741.60 to \$1,408,209.20 and extend the contract term from 08/03/2024 through 08/02/2027, in accordance with the vendor's quote number 00000433 dated 07/12/2023 (Exhibit 1). This purchase is in alignment with enhancing public health laboratory testing capacity in order to respond to public health emergencies and is covered by Epidemiology and Laboratory Capacity (ELC) grant funds.

**Justification for Waiver:**

Clear Labs, Inc. is a sole source provider of the Clear DX Platform and the only manufacturer and authorized supplier in the United States. This DNA & RNA platform, including automated liquid and Next Generation sequencing components, and associated software required for bacterial, fungal and viral testing capabilities, is in alignment with the objectives of grant funding to expand public health lab capacity in areas of advanced genomics.

The purchase of additional sequencing supplies and reagent testing kits to perform COVID-19 sequences will allow for continuity of services and better supply management since supplies can be purchased in batches. This is in alignment with enhancing public health laboratory testing capacity in order to respond to public health emergencies.

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.

DocuSigned by:

*Rhonda U. Kelsey*

12/12/2023

City Purchasing Director  
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Date

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

**Department of Administration  
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval  
For Sole Source Contract  
Contract #E0000015565**

**Background:**

<b>User Department:</b>	Milwaukee Health Department
<b>Purchasing Agent:</b>	LeCarrol Key
<b>Contract Description:</b>	Vendor Service Contract for MiSeq System
<b>Vendor Name and Location:</b>	Illumina, Inc. (San Diego, CA)
<b>Contract Term:</b>	Two (2) years from the date of award (06/19/2019 through 06/18/2021) with the option to extend for three (3) additional one (1) year periods, upon mutual agreement
<b>Requisition # and Date Received:</b>	0000019851 & Rec'd 08/23/2023
<b>Original Contract Amount:</b>	\$102,287.30 (GRANT-FUNDED: COVID 7253 ELC)
<b>Expenditures to Date:</b>	\$758,298.77
<b>Current Contract Amount:</b>	\$922,367.75

**History of Contract Amendments:**

Date	Item	Term	Cost
06/19/2019	Original Contract: Vendor Service Contract for MiSeq System <b>F&amp;P Committee Approval Not Applicable</b>	06/19/2019 through 06/18/2021	\$102,287.30
05/20/2021	Amendment #1: Increased the contract total by \$564,744.60 from \$102,287.30 to \$667,031.90 and extended the contract term for one (1) year, from 06/19/2021 through 06/18/2022, exercising the first (1 <sup>st</sup> ) of three (3) options to extend for one (1) year periods, upon mutual agreement. <b>F&amp;P Committee Approval Not Applicable</b>	06/19/2021 through 06/18/2022	\$564,744.60
09/07/2021	Amendment #2: Increased the contract total by \$25,699.60 from \$667,031.90 to \$692,731.50 and incorporated the purchase of MiSeq 100 Equipment System and Service Plan into the contract. <b>F&amp;P Committee Approval Not Applicable</b>	N/A	\$25,699.60
10/10/2021	Amendment #3: Increased the contract total by \$120,783.00 from \$692,731.50 to \$813,514.50 and extended the contract term for one (1) year, from 06/19/2022 through 06/18/2023, exercising the second (2 <sup>nd</sup> ) of three (3) options to extend for one (1) year periods, upon mutual agreement. <b>F&amp;P Committee Approval Not Applicable</b>	06/19/2022 through 06/18/2023	\$120,783.00
07/26/2022	Amendment #4: Exercised the third (3 <sup>rd</sup> ) of three (3) options to extend the contract term upon mutual agreement from 06/19/2023 through 08/15/2024, to coincide with Vendor's quotes; added two (2) additional options to extend the contract term for one (1) year periods upon mutual consent; and increased the contract total by \$108,853.25 from \$813,514.50 to \$922,367.75. <b>F&amp;P Waiver Presentation Date: 07/26/2022</b>	06/19/2023 through 08/15/2024	\$108,853.25
Pending	Amendment #5: Combine and exercise the two (2) options to extend the contract term for one (1) year periods upon mutual agreement from 08/16/2024 through 08/15/2026 and increase the contract total by \$216,715.09 from \$922,367.75 to \$1,139,082.84.	08/16/2024 through 08/15/2026	\$216,715.09
<b>Total (including the pending amendment)</b>			<b>\$1,139,082.84</b>

**Purpose of Amendment:**

The purpose of this amendment is to increase the contract total of the Milwaukee Health Department's Vendor Service Contract for MiSeq System with Illumina, Inc. by \$216,715.09 from \$922,367.75 to \$1,139,082.84. Additionally, to extend the contract term for two (2) years, from 08/16/2024 through 08/15/2026, combining and exercising the two (2) options to extend for one (1) year periods upon mutual agreement, and to coincide with the Vendor's quotes #4534172 dated 07/11/2023 (Exhibit 1), and #4542828 dated 08/16/2023 (Exhibit 2), respectively. The extensions will allow the Milwaukee Health Department (MHD) to continue to have service support coverage of the existing MiSeq System, relocation services and the extension of their BaseSpace Sequence HUB Annual Subscription which is used to store and analyze sequencing data generated by Illumina, Inc. The associated support plan includes technical support as well as required periodic maintenance as required to maintain compliance with regulatory agencies.

**Justification for Waiver:**

The MiSeq System is a Next Generation Sequencing (NGS) instrument, solely manufactured by Illumina, Inc., that offers advanced DNA sequencing solutions in certified laboratories, integrating cluster generation, amplification, sequencing, and data analysis in a single instrument. The system uses a proprietary sequencing by synthesis technology to provide rapid and cost-effective genetic analysis of clinical and environmental samples. Per the Centers for Disease Control and Prevention's (CDC) directive, beginning January 1, 2019, it is recommended that all public health laboratory members use this technology to meet the turn-around times and uploading sequencing data to the National Database. The Public Safety and Health Committee convened during closed session on February 14, 2019 and approved this contract.

MHD uses this instrument and NGS sequencing technology to improve microbial pathogen surveillance for a variety of applications that include, but are not limited to: identification and characterization of viruses (e.g. influenza), foodborne bacteria (e.g. Salmonella, Shigella, Campylobacter, Listeria), gonorrhea antimicrobial resistance, and direct specimen pathogen detection (e.g. Legionella, multi-drug resistance TB-Mycobacterium tuberculosis), gastrointestinal pathogen, monitoring vaccine preventable diseases (e.g. mumps, Measles, rubella, pertussis, and meningitis), and towards improving beach monitoring practices. As MHD is under many CDC networks for public health laboratory programs, they are obligated to provide routine surveillance and outbreaks response data to meet CDC's requirement. Without the proprietary MiSeq instrument, MHD will not be able to meet the CDC's program requirements and will be out of compliance.

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.

DocuSigned by:

*Rhonda U. Kelsey*

City Purchasing Director  
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12/8/2023

Date

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

**Department of Administration  
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval  
For Single Source Contract  
Contract #E0000019002**

**Background:**

<b>User Department:</b>	Milwaukee Health Department
<b>Purchasing Agent:</b>	Diana Herrejon
<b>Contract Description:</b>	Vendor Service Contract for Beach Water Quality Monitoring Services
<b>Vendor Name and Location:</b>	The Board of Regents of The University of Wisconsin System on Behalf of The University of Wisconsin-Milwaukee (Milwaukee, WI)
<b>Contract Term:</b>	01/01/2021-12/31/2023 with three (3) options to extend for one (1) year.
<b>Requisition # and Date Received:</b>	0000020025 & 11/06/2023
<b>Original Contract Amount:</b>	\$119,609.00 <b>Special Project 3815-R395</b>
<b>Expenditures to Date:</b>	\$97,362.45
<b>Current Contract Amount:</b>	\$119,609.00

**History of Contract Amendments:**

Date	Item	Term	Cost
11/10/2022	Vendor Service Contract for Beach Water Quality Monitoring Services	01/01/2021 through 12/31/2023	\$119,609.00
Pending	<b>Amendment #1</b> – Exercise the first (1 <sup>st</sup> ) of three (3) options to extend upon mutual agreement, extending the contract term for one (1) year from 01/01/2024 through 12/31/2024. Additionally, by increasing the contract total by \$10,000.00 from \$119,609.00 to \$129,609.00 to cover the term of the contract.	01/01/2024 through 12/31/2024	\$10,000.00
<b>Total (including the pending amendment)</b>			<b>\$129,609.00</b>

**Purpose of Amendment:**

The purpose of this amendment is to exercise the first (1st) of three (3) options to extend upon mutual agreement, extending the contract term for one (1) year from 01/01/2024 through 12/31/2024. Additionally, by increasing the contract total by \$10,000.00 from \$119,609.00 to \$129,609.00 to cover the term of the contract.

**Justification for Waiver:**

The City of Milwaukee Health Department (MHD) has a long-standing relationship with the University of Wisconsin-Milwaukee Zilber School of Public Health (ZSPH) Miller Laboratory to conduct water sampling, research, and testing at all four (4) of Milwaukee Beaches. Consequently, ZSPH advises MHD on required public risk messaging per State Statute. ZSPH provides data management capacity that is currently unavailable on the market in terms of the breadth and scope of freshwater analysis.

Water samples are collected and analyzed at both ZSPH and MDH laboratories. E. coli, a bacterial microorganism found in bodies of water, is used as an indicator species for water quality. Results from E. coli level testing inform public health decisions with recreational water advisory or closure notifications implemented when elevated bacterial levels or other environmental factors indicate potential health concerns. The Miller Lab collects real-time data by deploying sensors on a buoy at Bradford Beach. Water parameters such as wave height, water clarity, current, and wind direction, amongst other indicators, are collected. This information, along with sanitary survey and meteorological data, is input into a predictive

model to prove water quality assessment in a more timely, cost-effective, and less labor-intensive way. In addition, the leveraging of the ZSPH partnership will include additional water quality analysis for chemical pollution that will further inform public health decision-making regarding water quality, public risk communication, and protection of patrons from adverse environmental pollutant exposure and disease.

MHD has contracted with ZSPH for these services for multiple years with contracts E11741 (2012), E12494 (2013), E13253 (2014), E13938 (2015), and E17903 (2020). The commencement of E19002 was retroactive because MHD did not include options to extend E17903 and had staffing shortages that delayed entering the requisition for a new contract. However, services continued due to their impact on public safety.

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.

DocuSigned by:

*Rhonda U. Kelsey*

City Purchasing Director  
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1/2/2024

Date

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

**Department of Administration  
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval  
For Sole Source Contract  
Contract #E0000017901**

**Background:**

<b>User Department:</b>	Milwaukee Health Department
<b>Purchasing Agent:</b>	LeCarrol Key
<b>Contract Description:</b>	Vendor Service Contract for Laboratory Temperature Monitoring System
<b>Vendor Name and Location:</b>	Digi SmartSense, LLC dba SmartSense by Digi (Hopkins, MN)
<b>Contract Term:</b>	Three (3) years from date of award (01/04/2021-01/03/2024)
<b>Requisition # and Date Received:</b>	Req. #0000020076 & Received 12/04/2023
<b>Original Contract Amount:</b>	\$54,354.16
<b>Expenditures to Date:</b>	\$61,433.37
<b>Current Contract Amount:</b>	\$115,690.24

**History of Contract Amendments:**

Date	Item	Term	Cost
01/13/2021	Original Contract: Vendor Service Contract for Laboratory Temperature Monitoring System <b>Presented to F&amp;P Committee on: 01/13/2021</b>	01/04/2021 through 01/03/2024	\$54,354.16
09/13/2023	Amendment #1: Added and immediately exercised the option to extend the contract term for two (2) years from 01/04/2024 through 01/03/2026 and increased the contract total by \$23,193.74 from \$54,354.16 to \$77,547.90. <b>Presented to F&amp;P Committee on: 09/13/2023</b>	01/04/2024 through 01/03/2026	\$23,193.74
12/06/2023	Amendment #2: Added and immediately exercised the option to extend the contract term from 01/04/2026 through 06/03/2027, and increased the contract total by \$38,142.34 from \$77,547.90 to \$115,690.24. <b>Presented to F&amp;P Committee on: 12/06/2023</b>	01/04/2026 through 06/03/2027	\$38,142.34
Pending	Amendment #3: Increase the contract total by \$10,000.00 from \$115,690.24 to \$125,690.24.	N/A	\$10,000.00
<b>Total (including the pending amendment)</b>			<b>\$125,690.24</b>

**Purpose of Amendment:**

The City of Milwaukee Health Department is seeking to amend the Vendor Service Contract for Laboratory Temperature Monitoring System with Digi SmartSense, LLC dba SmartSense by Digi (SmartSense) by increasing the contract total by \$10,000.00 from \$115,690.24 to \$125,690.24, in accordance with the Vendor's Quote #114356 to cover the temperature monitoring system for vaccine refrigeration units to prevent the loss of vaccines due to temperature fluctuations.

**Justification for Waiver:**

Digi SmartSense, LLC dba SmartSense by Digi products and services are proprietary; therefore, 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.

DocuSigned by:

*Rhonda U. Kelsey*

City Purchasing Director  
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1/1/2024

Date

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



**Department of Administration  
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval  
Sole Source Contract  
Contract #E0000012706**

**Background:**

<b>User Department:</b>	Department of Public Works – Infrastructure
<b>Purchasing Agent:</b>	LeCarrol Key
<b>Contract Description:</b>	Vendor Service Contract for Card Access Maintenance
<b>Vendor Name and Location:</b>	Toepfer Security Corporation (Waukesha, WI)
<b>Contract Term:</b>	01/01/2014-12/31/2014 with the option to renew annually as needed
<b>Requisition # and Date Rec'd:</b>	Req. #0000020041 & Rec'd 11/10/2023
<b>Original Contract Amount:</b>	\$ 750,000.00
<b>Expenditures to Date:</b>	\$ 3,061,560.39
<b>Current Contract Amount:</b>	\$ 3,450,000.00

**History of Contract Amendments:**

Date	Item	Term	Cost
10/30/2013	Vendor Service Contract for Card Access Maintenance <b>F&amp;P Waiver Presentation Date: 10/30/2013</b>	01/01/2014 through 12/31/2014	\$750,000.00
01/15/2015	Amendment #1: Extended the contract term for one (1) year, from 01/01/2015 through 12/31/2015, exercising the option to renew annually as needed. <b>F&amp;P Waiver Presentation Date: Not Required</b>	01/01/2015 through 12/31/2015	n/a
07/17/2015	Amendment #2: Increased the contract total by \$500,000.00 from \$750,000.00 to \$1,250,000.00. <b>F&amp;P Waiver Presentation Date: 07/17/2015</b>	n/a	\$500,000.00
01/17/2016	Amendment #3: Extended the contract term for one (1) year, from 01/01/2016 through 12/31/2016, exercising the option to renew annually as needed. <b>F&amp;P Waiver Presentation Date: Not Required</b>	01/01/2016 through 12/31/2016	n/a
02/01/2017	Amendment #4: Increased the contract total by \$500,000.00 from \$1,250,000.00 to \$1,750,000.00, and extended the contract term for one (1) year, from 01/01/2017 through 12/31/2017, exercising the option to renew annually as needed. <b>F&amp;P Waiver Presentation Date: 02/01/2017</b>	01/01/2017 through 12/31/2017	\$500,000.00
05/02/2018	Amendment #5: Increased the contract total by \$500,000.00 from \$1,750,000.00 to \$2,250,000.00, and extended the contract term for one (1) year, from 01/01/2018 through 12/31/2018, exercising the option to renew annually as needed. <b>F&amp;P Waiver Presentation Date: 05/02/2018</b>	01/01/2018 through 12/31/2018	\$500,000.00
12/05/2018	Amendment #6: Extended the contract term for one (1) year, from 01/01/2019 through 12/31/2019, exercising the option to renew annually as needed. <b>F&amp;P Waiver Presentation Date: Not Required</b>	01/01/2019 through 12/31/2019	n/a

06/12/2019	Amendment #7: Increased the contract total by \$500,000.00 from \$2,250,000.00 to \$2,750,000.00. <b>F&amp;P Waiver Presentation Date: 06/12/2019</b>	n/a	\$500,000.00
01/24/2020	Amendment #8: Extended contract term for one (1) year, from 01/01/2020 through 12/31/2020, exercising the option to renew annually as needed. <b>F&amp;P Waiver Presentation Date: Not Required</b>	01/01/2020 through 12/31/2020	n/a
10/28/2020	Amendment #9: Increased the contract total by \$100,000.00 from \$2,750,000.00 to \$2,850,000.00, and extended the contract term for one (1) year, from 01/01/2021 through 12/31/2021, exercising the option to renew annually as needed. <b>F&amp;P Waiver Presentation Date: 10/28/2020</b>	01/01/2021 through 12/31/2021	\$100,000.00
06/30/2021	Amendment #10: Increased the contract total by \$200,000.00 from \$2,850,000.00 to \$3,050,000.00. <b>F&amp;P Waiver Presentation Date: 06/30/2021</b>	n/a	\$200,000.00
10/06/2021	Amendment #11: Increased the contract total by \$200,000.00 from \$3,050,000.00 to \$3,250,000.00, and extended the contract term for one (1) year, from 01/01/2022 through 12/31/2022, exercising the option to renew annually as needed. <b>F&amp;P Waiver Presentation Date: 10/06/2021</b>	01/01/2022 through 12/31/2022	\$200,000.00
09/01/2022	Amendment #12: Incorporated a 22.22% price increase on the physical labor rate and added IT Professional Service Labor at \$140.00 per hour to the scope of services. <b>F&amp;P Waiver Presentation Date: Not Required</b>	n/a	n/a
01/11/2023	Amendment #13: Increased the contract total by \$200,000.00 from \$3,250,000.00 to \$3,450,000.00, and extended the contract term for one (1) year, from 01/01/2023 through 12/31/2023, exercising the option to renew annually as needed. <b>F&amp;P Waiver Presentation Date: 01/11/2023</b>	01/01/2023 through 12/31/2023	\$200,000.00
Pending	Amendment #14: Increase the contract total by \$200,000.00 from \$3,450,000.00 to \$3,650,000.00, and extend the contract term for one (1) year, from 01/01/2024 through 12/31/2024, exercising the option to renew annually as needed.	01/01/2024 through 12/31/2024	\$200,000.00
<b>Total (including the pending amendment)</b>			<b>\$3,650,000.00</b>

**Purpose of Amendment:**

This represents the fourteenth (14<sup>th</sup>) amendment for the City's Vendor Service Contract for Card Access Maintenance with Toepfer Security Corporation. This amendment will increase the contract by \$200,000.00 from \$3,450,000.00 to \$3,650,000.00, and will extend the contract term for one (1) year, from 01/01/2024 through 12/31/2024, exercising the option to renew annually as needed.

**Justification for Waiver:**

Toepfer Security Corporation (Toepfer) supports the security systems for several City Departments including the Water Department, Department of Public Works (DPW), Milwaukee Fire Department (MFD), Milwaukee Police Department (MPD), and the Port of Milwaukee. Toepfer controls, monitors, and gathers information on video surveillance, card access records, security schedules, building infrastructure data, and automated controls for the majority of the City buildings. Toepfer has upgraded existing cameras and surveillance equipment, installed new cameras, installed new card readers, and provided card access maintenance and CCTV systems.

To ensure that these systems continue to be operational, it is critical that they be monitored and maintained by Toepfer on an annual basis. In addition, Toepfer's access, surveillance, and security systems, including the corresponding software, is proprietary. Therefore, maintenance and support for these systems can only be provided by Toepfer Security Corporation.

For this reason and in accordance with City Charter 16-05-4a, Finance and Personnel Committee approval is waived for services authorized by Common Council.

DocuSigned by:

*Rhonda U. Kelsey*

City Purchasing Director  
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12/7/2023

Date

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

**Department of Administration  
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval  
For Single Source Contract  
Contract #E0000017540**

**Background:**

<b>User Department:</b>	Department of Public Works – Fleet
<b>Purchasing Agent:</b>	Michael Siler
<b>Contract Description:</b>	Vendor Service Contract to Perform Supplemental Service Work on Heil Refuse Packer Bodies and Elgin Street Sweepers
<b>Vendor Name and Location:</b>	MacQueen Equipment, LLC (Menomonee Falls, WI)
<b>Contract Term:</b>	Three (3) years from the date of award (06/17/2020-06/16/2023) with three (3) options to extend for one (1) year periods upon mutual agreement
<b>Requisition # and Date Received:</b>	0000020069 & 11/29/2023
<b>Original Contract Amount:</b>	\$600,000.00
<b>Expenditures to Date:</b>	\$791,389.22
<b>Current Contract Amount:</b>	\$800,000.00

**History of Contract Amendments:**

Date	Item	Term	Cost
07/01/2020	Original Contract: Vendor Service Contract to Perform Supplemental Service Work on Heil Refuse Packer Bodies and Elgin Street Sweepers  F&P Presentation Date: 07/01/2020	06/17/2020 Through 06/16/2023	\$600,000.00
05/09/2023	Amendment #1: Extended the contract term for one (1) year, from 06/17/2023 through 06/16/2024, exercising the first (1 <sup>st</sup> ) of three (3) options to extend upon mutual agreement and increase the contract total by \$100,000.00 from \$600,000.00 to \$700,000.00.  F&P Presentation Date: 05/09/2023	06/17/2023 through 06/16/2024	\$100,000.00
09/13/2023	Amendment #2: Increased the contract total by \$100,000.00 from \$700,000.00 to \$800,000.00.  F&P Presentation Date: 09/13/2023	N/A	\$100,000.00
Pending	Amendment #3: Increase the contract total by \$200,000.00 from \$800,000.00 to \$1,000,000.00.	N/A	\$200,000.00
<b>Total (including the pending amendment)</b>			<b>\$1,000,000.00</b>

**Purpose of Contract/Amendment:**

The purpose of this amendment is to increase the contract total of the City's Vendor Service Contract to Perform Supplemental Service Work on Heil Refuse Packer Bodies and Elgin Street Sweepers with MacQueen Equipment, LLC by \$200,000.00 from \$800,000.00 to \$1,000,000.00.

**Justification for Waiver:**

MacQueen Equipment, LLC is the authorized distributor for Heil Refuse Packer Bodies and Elgin Street Sweepers sales, service, parts, and warranty repairs in Wisconsin. Most of these parts are patented by the manufacturer. No other sources are available for Heil OEM refuse packer parts in Wisconsin.

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.

DocuSigned by:

*Rhonda U. Kelsey*

City Purchasing Director  
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12/27/2023

Date

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

**Department of Administration  
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval  
For Single Source Contract  
Contract #E0000014065-A**

**Background:**

<b>User Department:</b>	Department of Administration - Information Technology Management Division
<b>Purchasing Agent:</b>	Michael Siler
<b>Contract Description:</b>	Vendor Service Contract for Digital Request for Proposal (RFP) Management Software Services
<b>Vendor Name and Location:</b>	GTY Software Inc. dba Bonfire Interactive Ltd (Oakville, Ontario)
<b>Contract Term:</b>	11/09/2015 through 03/07/2017 with two (2) one (1) year options to extend, upon mutual consent.
<b>Requisition # and Date Received:</b>	0000020081 & 12/05/2023
<b>Original Contract Amount:</b>	\$8,640.00
<b>Expenditures to Date:</b>	\$82,080.00
<b>Current Contract Amount:</b>	\$90,720.00

**History of Contract Amendments:**

Date	Item	Term	Cost
11/02/2015	Original Contract: VSC for Digital Request for Proposal (RFP) Management Software Services with Bonfire Interactive, Ltd. from 11/09/2015 – 03/07/2017 with two (2) one (1) year options to extend, upon mutual consent. The time of performance will include a 120-day free pilot period (beginning 11/09/2015 through 03/07/2016) with the actual contract beginning 03/08/2016 through 03/07/2017. The contract total will be \$8,640.00 annually [four (4) seats at \$180.00 per seat per month].  <b>Approval by F&amp;P Committee not required, as the contract total was less than \$50,000.00.</b>	11/09/2015 through 03/07/2017	\$8,640.00
12/15/2016	Amendment #1 – Extended the contract term for one (1) year from 03/08/2017 through 03/07/2018, exercising the first (1 <sup>st</sup> ) of two (2) options to extend and increased the contract total by \$8,640.00 from \$8,640.00 to \$17,280.00.  <b>Approval by F&amp;P Committee not required, as the contract total was less than \$50,000.00.</b>	03/08/2017 through 03/07/2018	\$8,640.00
01/29/2018	Amendment #2 – Extended the contract term for one (1) year from 03/08/2018 through 03/07/2019, exercising the second (2 <sup>nd</sup> ) and final option to extend and increased the contract total by \$8,640.00 from \$17,280.00 to \$25,920.00.  <b>Approval by F&amp;P Committee not required, as the contract total was less than \$50,000.00.</b>	03/08/2018 through 03/07/2019	\$8,640.00
01/09/2019	Amendment #3 – Extended the contract term for a period of five (5) years from 01/01/2019 through 12/31/2023, implementing the option to extend annually upon mutual agreement, and increased the contract total by \$43,200.00 from \$25,920.00 to \$69,120.00.  <b>Approval Waived by F&amp;P Committee on: 01/09/2019</b>	01/01/2019 through 12/31/2023	\$43,200.00

11/19/2019	Amendment #4 – Increased the contract total by \$18,360.00 from \$69,120.00 to \$87,480.00 to cover the cost of two (2) additional licenses for the period of the contract.  <b>Approval Waived by F&amp;P Committee on: 11/19/2019</b>	n/a	\$18,360.00
07/01/2022	Amendment #5 – Increased the contract total by \$3,240.00 from \$87,480.00 to \$90,720.00.  <b>Approval by F&amp;P Committee not required, as the increase was less than \$10,000.00.</b>	n/a	\$3,240.00
05/31/2023	Amendment #6 – Incorporated a vendor name change from Bonfire Interactive, Ltd. to GTY Software Inc. d/b/a Bonfire Interactive Ltd, and transferred the remaining funds in the amount of \$8,640.00 from Contract E0000014065 to Contract E0000014065-A.  <b>Approval by F&amp;P Committee not required.</b>	n/a	n/a
Pending	<b>Amendment #7 – Increase the contract total by \$68,174.40 from \$90,720.00 to \$158,894.40 as well as extend the contract term from 01/01/2024 through 12/31/2026.</b>	01/01/2024 through 12/31/2026	\$68,174.40
<b>Total (including the pending amendment)</b>			<b>\$158,894.40</b>

**Purpose of Amendment:**

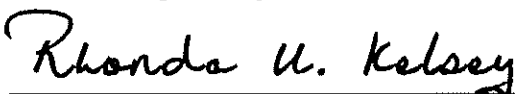
The purpose of this amendment is to extend the contract term for the City's Vendor Service Contract for Digital Request for Proposal (RFP) Management Software Services with GTY Software Inc. dba Bonfire Interactive Ltd from 01/01/2024 through 12/31/2026 as well as to increase the contract total by \$68,174.40 from \$90,720.00 to \$158,894.40, all of which is in accordance with the vendor's order form #Q-15220 (Exhibit 1).

**Justification for Waiver:**

The Bonfire Software allows for the digital management, electronic storage, and distribution of RFP documents. This enables the RFP and BID process to be electronically-based instead of paper-based, which increases efficiency of the RFP and BID process. Through the software, vendors are able to submit their proposals and bids electronically. Additionally, evaluators are able to view and score the proposals through the system, saving time and increasing accuracy of scoring.

Bonfire Interactive Ltd's software and services are proprietary; therefore, 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.

DocuSigned by:



City Purchasing Director  
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12/22/2023

Date

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

**Department of Administration  
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval  
For Sole Source Contract  
Contract #E0000017618**

**Background:**

<b>User Department:</b>	Department of Administration – Information Technology Management Division
<b>Purchasing Agent:</b>	Michael Siler
<b>Contract Description:</b>	Vendor Service Contract for One Call Now
<b>Vendor Name and Location:</b>	OnSolve, LLC (Alpharetta, GA)
<b>Contract Term:</b>	One (1) year period from 12/29/2020 through 12/28/2021 with option to extend two (2) additional one (1) year periods upon mutual consent
<b>Requisition# and Date Received:</b>	0000019955 & 10/12/2023
<b>Original Contract Amount:</b>	\$30,000.00
<b>Expenditures to Date:</b>	\$71,884.00
<b>Current Contract Amount:</b>	\$78,596.50

**History of Contract Amendments:**

Date	Item	Term	Cost
12/18/2020	Vendor Service Contract for One Call Now <b>F&amp;P Waiver Presentation Date: Not Required</b>	12/29/2020 through 12/28/2021	\$30,000.00
11/16/2021	Amendment #1: Extended the contract term for one (1) year, from 12/29/2021 through 12/28/2022, exercising the first (1 <sup>st</sup> ) of two (2) options to extend, and increased the contract total by \$23,287.50 from \$30,000.00 to \$53,287.50. <b>F&amp;P Waiver Presentation Date: 11/16/2021</b>	12/29/2021 through 12/28/2022	\$23,287.50
01/11/2023	Amendment #2: Extended the contract term for one (1) year, from 12/29/2022 through 12/28/2023, exercising the second (2 <sup>nd</sup> ) of two (2) options to extend, increased the contract total by \$25,309.00 from \$53,287.50 to \$78,596.50, and added the option to extend annually upon mutual consent. <b>F&amp;P Waiver Presentation Date: 01/11/2023</b>	12/29/2022 through 12/28/2023	\$25,309.00
Pending	<b>Amendment #3:</b> Extend the contract term for one (1) year, from 12/29/2023 through 12/28/2024, exercising the annual option to extend upon mutual consent, and increase the contract total by \$36,670.86 from \$78,596.50 to \$115,267.36.	12/29/2023 through 12/28/2024	\$36,670.86
<b>Total (including the pending amendment)</b>			<b>\$115,267.36</b>

**Purpose of Contract/Amendment:**

The purpose of this amendment is to continue to provide One Call Now services to the Department of Administration-Information Technology Management Division with OnSolve, LLC. This amendment will extend the contract term for one (1) year from 12/29/2023 through 12/28/2024, exercising the annual option to extend upon mutual consent, and it will increase the contract total by \$36,670.86 from \$78,596.50 to \$115,267.36, in accordance with the vendor's order form identified in Exhibit 1.



**Justification for Waiver:**

One Call Now is a notification software that is integrated with the public safety dispatch system by using email, text, or voice messages to alert multiple departments for multiple reasons, including sanitation collection, snow operations, and emergency notifications to City staff.

OnSolve, LLC is the sole source for the One Call Now system, as it is a proprietary software. Therefore, for this reason and in accordance with City Charter 16-05-4a, Finance and Personnel Committee approval is waived for services authorized by Common Council.

DocuSigned by:

*Rhonda U. Kelsey*

City Purchasing Director  
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12/7/2023

Date

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

**Department of Administration  
Purchasing Division**

**Finance & Personnel Committee Waiver Required  
For Single Source Contract  
Contract #E0000020042**

**Background:**

<b>User Department:</b>	Milwaukee Police Department
<b>Purchasing Agent:</b>	Shaunise Pierce
<b>Contract Description:</b>	Vendor Service Contract for Fire Control Panel Upgrade
<b>Vendor Name and Location:</b>	Phoenix Fire Systems, Inc. (Menomonee Falls, WI)
<b>Contract Term:</b>	One (1) year from the date of award
<b>Requisition # and Date Received:</b>	0000020042 and Received 11/13/2023
<b>Original Contract Amount:</b>	\$53,750.00
<b>Expenditures to Date:</b>	\$0
<b>Current Contract Amount:</b>	\$53,750.00

**Purpose of Contract:**

The Milwaukee Police Department (MPD) is seeking to enter into a Single Source Vendor Service Contract for a Fire Control Panel Upgrade with Phoenix Fire Systems, Inc., in the amount of \$53,750.00 for a contract term of one (1) year from the date of award.

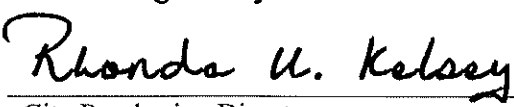
**Justification for Waiver:**

A fire control panel is used to activate an emergency response in the event of a fire. The fire control panel at MPD's Communications Data Center has experienced a number of issues over the years. Replacement parts are not readily available and the fire control panel itself is obsolete. The work to upgrade the system must begin immediately. If the current system were to fail this location would be without a replacement for several weeks to months at minimum waiting for a new system to be installed, this poses major risks for MPD.

MPD solicited estimates from other suppliers for this service: Secure Fire & Safety, LLC submitted a quote for \$60,125.00 and USA Fire Protection declined the request as they are located in Arizona and the logistics of this project would not work well for them. Phoenix Fire System, Inc. submitted a proposal for this project that meets MPD's specifications and was the lowest quote received at \$53,750.00, which includes all engineering, drawings, replacement equipment, installation, and testing. It is important to note that Phoenix Fire System, Inc. has performed fire suppression testing in the past at this location and is a trusted supplier for this service.

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.

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City Purchasing Director  
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12/5/2023  
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Date

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