

DOA-Business Operations Division – Procurement Services Section

Finance & Personnel Committee Approval Required  
For Single Source Contract  
Contract #E0000013111

**Background:**

<b>User Department:</b>	Milwaukee Health Department (“MHD”)
<b>Purchasing Agent:</b>	Karen Jeffries, CPPB
<b>Contract Description:</b>	VSC for Language Interpretation and Transcription Services
<b>Vendor Name and Location:</b>	Ragir Consulting, LLC (Milwaukee, WI)
<b>Contract Term:</b>	9/1/2014 – 8/31/2017 with the two (2) one-year options to extend upon mutual consent
<b>Requisition # and Date Received:</b>	0000013111 – 3/20/2014
<b>Estimated Contract Amount:</b>	\$600,000.00 (Grant-funded)

**Purpose of Contract:**

The Milwaukee Health Department is seeking to enter into a new Vendor Service Contract for Interpretation and Transcription Services with Ragir Consulting, LLC from September 1, 2014 through August 31, 2017 with two (2) one-year options to extend upon mutual consent.

**Background:**

This contract will replace contract E0000011021 which expires August 31, 2014.

Ragir Consulting, LLC provides MHD with interpretation and transcription services for complex medical terminology in a variety of languages including, but not limited to, Spanish, Somali, Hmong, Burmese and various Eastern European languages. In addition, the MHD will be able to continue to meet the increased demand for Limited English Proficiency (LEP) services as required by the State of Wisconsin.

MHD conducted a market survey of interpreter services available in the Milwaukee area in February, 2014. Of the eight respondents, Ragir Consulting, LLC has provided the most cost-effective services since 2007. Ragir Consulting, LLC has reduced their current contracted hourly rate from \$35 to \$33 and waived all mileage charges. This cost is significantly lower than all competitors surveyed, whose quotes were in the range of \$40-\$135 per hour.

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City Purchasing Director

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Date

DOA-Business Operations Division – Procurement Services Section

Finance & Personnel Committee Approval Required  
For Single / Sole Source Contract  
Contract # E13130

**Background:**

<b>User Department:</b>	DPW - Fleet
<b>Contract Description:</b>	Vendor Service Contract for Supplemental Service Work on Heil Refuse Packer Bodies and Elgin Street Sweepers.
<b>Vendor Name and Location:</b>	Bruce Municipal Equipment, Inc. (Menomonee Falls, WI)
<b>Contract Term:</b>	4/17/2014 through 4/16/2017 with the option to extend for three (3) additional one (1)-year periods
<b>Requisition # and Date Received:</b>	Req # 13130 Received 3/20/2014
<b>Original Contract Amount:</b>	\$220,000.00

**Purpose of Contract:**

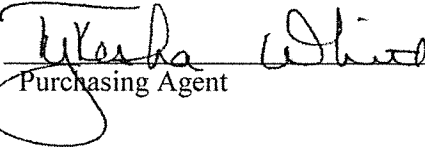
DPW – Fleet Services Section is seeking to enter into a new Vendor Service Contract for Supplemental Service Work on Heil Refuse Packer Bodies and Elgin Street Sweepers with Bruce Municipal Equipment, Inc from April 17, 2014 through April 16, 2017 with the option to extend for three (3) additional one (1)-year periods.

**Background of Contract:**

This contract will replace contract E10981 which expires April 16, 2014. Finance and Personnel approved the final extension of E10891 on September 19, 2013.

Under this contract, Bruce Municipal Equipment, Inc provides supplemental service work on Heil and Elgin brands consisting of overflow work that DPW Repairs Division cannot handle due to seasonal demands or other repairs pending on other equipment.

Bruce Municipal Equipment, Inc. is the only local factory-authorized service dealer for Heil and Elgin brands.

  
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Purchasing Agent

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Date

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City Purchasing Director

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Date

**DOA-Business Operations Division – Procurement Services Section**

**Finance & Personnel Committee Approval Required  
For Single / Sole Source Contract  
Contract # E13132**

**Background:**

<b>User Department:</b>	DPW - Fleet
<b>Contract Description:</b>	Vendor Service Contract for Supplemental Service Work and Annual Inspections on Versalift, Challenger and Skylift Aerial Equipment and Versalift Digger-Derrick Equipment
<b>Vendor Name and Location:</b>	Utility Sales and Service, Inc. (Appleton, WI)
<b>Contract Term:</b>	4/17/2014 through 4/16/2017 with the option to extend for three (3) additional one (1)-year periods
<b>Requisition # and Date Received:</b>	Req # 13132 Received 3/20/2014
<b>Original Contract Amount:</b>	\$350,000.00

**Purpose of Contract:**

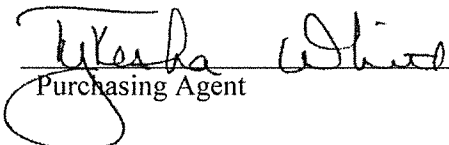
DPW – Fleet Services Section is seeking to enter into a new Vendor Service Contract for Supplemental Service Work and Annual Inspections on Versalift, Challenger and Skylift Aerial Equipment and Versalift Digger-Derrick Equipment with Utility Sales and Service, Inc. from April 17, 2014 through April 16, 2017 with the with the option to extend for three (3) additional one (1)-year periods.

**Background of Contract:**

This contract will replace contract E10984 which expires April 16, 2014. A Waiver of Finance and Personnel for the final extension of E10894 was presented at the Committee meeting on April 4, 2013.

Under this contract, Utility Sales and Service, Inc. provides supplemental service work on Versalift, Challenger and Skylift brands consisting of overflow work that DPW Repairs Division cannot handle due to seasonal demands or other repairs pending on other equipment.

Utility Sales and Service, Inc. is the only local factory-authorized service dealer for Versalift, Challenger and Skylift brands.

  
Purchasing Agent

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Date

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City Purchasing Director

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Date

**DOA-Business Operations Division – Procurement Services Section**

**Finance & Personnel Committee Approval Required  
For Single / Sole Source Contract  
Contract #E11527**

**Background:**

<b>User Department:</b>	DPW-Fleet
<b>Purchasing Agent:</b>	Tykesha J. White
<b>Contract Description:</b>	Vendor Service Contract for Auto and Truck Glass Replacement
<b>Vendor Name and Location:</b>	Pro-Tech Autoglass Corp. (Milwaukee, WI)
<b>Contract Term:</b>	5/6/2012 – 5/5/2013 with the option to renew for two (2) additional one (1) year periods
<b>Requisition # and Date Received:</b>	13136, 3/20/2014
<b>Original Contract Amount:</b>	\$40,000.00
<b>Current Contract Amount:</b>	\$40,000.00

**History of Contract Amendments:**

Date	Item	Term	Cost
6/14/2012	Original Contract E11527 - Vendor Service Contract for Auto and Truck Glass Replacement	5/6/12 – 5/5/13 with the option to renew for two (2) additional one (1) year periods	\$40,000.00
5/1/2013	Amendment 1 - Extend the contract for one (1) year from 5/6/13 – 5/5/14, Exercising the first (1 <sup>st</sup> ) of two (2) allowable options to extend.	5/6/13 – 5/5/14	
<b>Pending</b>	<b>Amendment 2</b> – Extend the contract for one (1) year from 5/6/14 – 5/5/15, exercising the second (2 <sup>nd</sup> ) and final allowable option to extend and increase the contract total by \$20,000.00 from \$40,000.00 to \$60,000.00	<b>5/6/14 – 5/5/15</b>	<b>\$20,000.00</b>
<b>Total (including the pending amendment)</b>			<b>\$60,000.00</b>

**Purpose of Amendment:**

This represents the second (2<sup>nd</sup>) amendment request by the Department of Public Works – Operations – Fleet Services to the original contract amount of \$40,000.00. This amendment extends the term of the contract for one (1) year from 5/6/14 through 5/5/15 and increases the estimated total value of the contract by \$20,000.00 from \$40,000.00 to \$60,000.00

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City Purchasing Director

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**DOA-Business Operations Division – Procurement Services Section**

**Finance & Personnel Committee Approval Required  
For Single / Sole Source Contract  
Contract #E11889**

**Background:**

<b>User Department:</b>	Water
<b>Purchasing Agent:</b>	Tykesha J. White
<b>Contract Description:</b>	Annual Maintenance of Automated Meter Reading System
<b>Vendor Name and Location:</b>	Itron, Inc. (Dallas, TX)
<b>Contract Term:</b>	5/1/2012 – 4/30/2013 with the option to extend annually upon mutual consent
<b>Requisition # and Date Received:</b>	Req # 13146, 4/1/2014
<b>Original Contract Amount:</b>	\$35,186.20
<b>Current Contract Amount:</b>	\$70,372.40

**Background of Contract Amendments:**

Date	Description	Term	Cost
6/28/2012	Original Contract E11889 – Annual Maintenance of Automated Meter Reading System	5/1/2012 – 4/30/2013 with the option to extend annually upon mutual consent	\$35,186.20
7/19/2013	Amendment #1 – Extended the contract from 5/1/2013 through 4/30/2014, exercising the first (1 <sup>st</sup> ) option to extend and increased the estimated contract total by \$35,186.20 from \$35,186.20 to \$70,372.40 to cover expenses during the contract extension. <b>*F&amp;P Approval was waived*</b>	5/1/2013 – 4/30/2014	\$35,186.20
<b>Pending Request</b>	<b>Amendment #2</b> – Extend the contract from 5/1/2014 through 4/30/2015, exercising the second (2nd) option to extend and increase the estimated contract total by \$35,186.20 from \$70,372.40 to \$105,558.60 to cover expenses during the contract extension.	<b>5/1/2014 – 4/30/2015</b>	<b>\$35,186.20</b>
<b>Total (including the pending amendment #2)</b>			<b>\$105,558.60</b>

**Purpose of Amendment:**

This represents the second (2<sup>nd</sup>) amendment request to the original contract amount of \$35,186.20. This amendment extends the contract from 5/1/2014 through 4/30/2015, exercising the second (2nd) option to extend and increases the estimated contract total by \$35,186.20 from \$70,372.40 to \$105,558.60 to cover expenses during the contract extension.

The Milwaukee Water Works has, for over 16 years, been using the Automated Meter Reading System manufactured by Itron to obtain water meter readings for billing. The equipment used in this system is proprietary and the annual contract is needed to cover all maintenance and system upgrades.

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City Purchasing Director

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Date

**DOA-Business Operations Division – Procurement Services Section**

**Finance & Personnel Committee Approval Required  
For Single / Sole Source Contract  
Contract # E0000012406**

**Background:**

<b>User Department:</b>	Police Department
<b>Contract Description:</b>	VSC for Maintenance of E9-1-1 & Administrative Telephone Recording Equipment
<b>Vendor Name and Location:</b>	WORD Systems, Inc. , Waukesha, WI
<b>Contract Term:</b>	4/1/2013 – 3/31/2014 with two 1-year options to extend through 3/31/2016
<b>Requisition # and Date Received:</b>	0000013051 (2/4/2014)
<b>Original Contract Amount:</b>	\$42,500.00

**If Amendment, History of Contract Amendments:**

Date	Item	Term	Cost
4/18/2013	Original Contract E0000012406	4/1/2013 – 3/31/2014 with two 1-year options to extend through 3/31/2016	\$42,500.00
Pending	Amendment #: Extends the time of performance for one (1) year or until 3/31/2015 and increases the estimated dollar value of the contract.	4/1/2014 – 3/31/2015	\$43,775.00
<b>Total (including the pending amendment)</b>			<b>\$86,275.00</b>

**Purpose of Contract/Amendment:**

MPD wishes to extend the time of performance for Contract E0000012406 for one (1) year or until 3/31/2015, and to increase the estimated total value of the contract by \$43,775.00 from \$42,500.00 to \$86,275.00.

**Background:**

The existing contract was awarded on a single source basis to WORD Systems, Inc. (hereinafter WORD Systems) because the MPD E9-1-1 and the Administrative Telephone Recording Equipment is proprietary to NICE Systems (the manufacturer) and WORD Systems is the only local authorized maintenance provider for the hardware and software. WORD Systems was chosen by MPD as the source for the original contract because the quote received from NICE Systems was more than double the quote received from WORD Systems.

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City Purchasing Director

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Date