



Department of Administration
Business Operations Division

Tom Barrett
Mayor

Sharon Robinson
Director of Administration

Rhonda U. Kelsey
City Purchasing Director

January 7th, 2011

To the Honorable
Michael J. Murphy, Chair
Committee on Finance & Personnel
Common Council-City Clerk
City Hall Room 205

Dear Alderman Murphy:

I am writing in regard to a request from the Fire and Police Commission – Homeland Security to amend a service contract with Mr. Eugene Oldenburg. Mr. Oldenburg is a consultant, providing coordination services for the Southeast Wisconsin State Communications Interoperable (SCIP) plan, which will ensure fully interoperable emergency communications and implementation of a regional communications plan in compliance with State requirements. Mr. Oldenburg's specific tasks include:

- Establishment and coordination of a regional planning commission
- Presentation of workshops, and
- Technical guidance to the 8-County Southeast Wisconsin Region

The original contract amount was \$45,000.00. This represents the second contract amendment request to the contract in the amount of \$53,333. The first amendment request was in the amount of \$8,255 and was approved in November of 2010. At the Finance Personnel Committee meeting on November 14th, 2010 I was directed by committee members to bring any additional contract amendments associated with this contract back before the Finance & Personnel Committee. The total value of the contract will be approximately \$107,000 if this contract amendment is approved.

The charter ordinance requires Finance & Personnel Committee approval of existing single or sole source contract amendments when the original amount of the contract added to the amended amount of the contract, is \$50,000 or greater.

Attached to this letter is a document that provides additional background information regarding this contract amendment request.

I look forward to addressing any additional questions or concerns that you might have.

Sincerely,

Rhonda U. Kelsey
City Purchasing Director

c: Alderman Bob Bauman, Vice Chair
Alderman Joe A. Dudzik
Alderwoman Milele A. Coggs
Alderman Nik Kovac
Homeland Security Director, Steve Fronk

