

Block, Kathryn

From: Jeffries, Karen
Sent: Wednesday, August 09, 2017 10:03 AM
To: Jeffries, Karen
Subject: Requisition Processing Report - 8/1/2017, 8/2/17, 8/3, 8/4, 8/8

Procurements for Upcoming F&P meeting:

~~F&P Approval Required on 7/7/2017~~ **TBD: 5/12/17 Received Grant-funded Req. 15423 MPD VSC E15423 for Services by Vendor: Dr. Kathleen Pritchard (aka Data You Can Use, Inc.) for \$100,042.00 \$79,713.00 from Date of Award through 6/30/17. Insurance requested. Attendees: Capt. Tim Heier & Dan Rotar. 6/5/17 Rec Folder. 6/30/17 CPD approved draft notice to MPD. Grant revisions must go to Public Safety before F&PC per Chair Coggs. /Approved. Ready for processing.**

~~F&P Approval Required on 7/7/2017~~ **TBD: 5/11/17 Received Grant-funded Req. 15419 MPD VSC E15419 for Services for the Amani Neighborhood by Vendor: Safe & Sound for \$177,142.00 \$141,154.00 from Date of Award through 6/30/17. Insurance requested. Attendees: Capt. Tim Heier & Dan Rotar 6/9/2017 6/9/2017 MPD D. Rotar will file changes to dollar amounts by 6/12/2017. 6/5/17 Insurance requested. 6/19/17 2nd insurance requested. 6/13/17 Revised Req. received to change dollar amount. 6/16/17 2nd insurance requested. OSB . 6/30/17 CPD approved draft notice to MPD. Grant revisions must go to Public Safety before F&PC per Chair Coggs. /Approved. Ready for processing.**

~~F&P Approval Required on 7/7/2017~~ **TBD: 5/12/17 Received Grant-funded Req. 15421 MPD VSC E15421 for Services by Vendor: Dominican Center for Women for \$221,193.00 \$176,292.00 from Date of Award through 6/30/17. Insurance requested. Attendees: Capt. Tim Heier & Dan Rotar 6/9/2017 6/9/2017 MPD D. Rotar will file changes to dollar amounts by 6/12/2017. 6/19/17 Email request for insurance agreement. APV request. 6/23/17 File to Green Folder. MPD. Grant revisions must go to Public Safety before F&PC per Chair Coggs. /Approved. Ready for processing.**

~~F&P Approval Required on 7/7/2017~~ **TBD: 5/12/17 Received Grant-funded Req. 15422 MPD VSC E15422 for Services by Vendor: Local Initiatives Support Corporation (LISC) for \$190,153.00 \$150,013.00 from Date of Award through 6/30/17. Insurance received/W-9. 6/9/2017 6/9/2017 MPD D. Rotar will file changes to dollar amounts by 6/12/2017. 6/19/17 Email request for insurance agreement. APV request. 6/23/17 File to Green Folder. MPD. Grant revisions must go to Public Safety before F&PC per Chair Coggs. PSC Meeting 07/20/17. 7/20/17 PSC /Approved. Ready for processing.**

~~F&P Waiver Approval Required on 7/7/2017~~ **TBD: 5/23/17 Received Grant-funded Req. 15433 MPD VSC E15433 for Integrated Video System for \$129,124.28 by 7/1/2017. Vendor: AVI System, Inc. 5/24/17 Email request for F&P information. 5/25/17 File has not been presented to CC. May be sent to PSC for the 6/8, CC 6/20/17 Agendas. Attendees: Capt. Tim Heier & Dan Rotar. 6/20/17 2nd Email request for file CC file information. 6/21/17 File is being held by Public Safety per MPD I**

File 170281 PSC approved 6/29/17 and CC approved 7/11/2017. Ready for processing.

F&P Waiver Approval Required on 7/7/17 TBD 6/30/17 Received Capital Funded **Req. 15437** MPD VSC E15437 \$699,951.61 from 7/15/17 – 7/14/17 (6/26 KJ removed or One Year from Date of Contract Award upon ? from CPD) for F&P Narrative/Attendees. 6/13/17 Received. 6/21/17 Email to MPD CB/DR/VM Pilot Project for Inform carries Statement of Work. Confirmation requested/Received. 6/22/17 MPD Email update received that this is not a pilot project requested vendor update. 6/23/17 File to Green Folder with copy of email request to MPD CB/DR/CB for confirmation response regarding Inform Pilot SOW not to be included. MPD CB confirmed Justification and Amount. 6/23/17 File future F&P Meeting after the file is ready for complete processing. Email request for revised SOW/MPD notified of: Confirmed that file cannot be presented until contract is complete. 7/7/17 SOW requested for 07/26 F&P attempt. 7/1 MPD agreement for what appears to be Pilot with risk of no success language at end of project. MPD CB requested F success. Email request for MPD to forward TriTech Email of Agreement to this term. KJ will pursue process. 7/26/

F&P Approval Required on 7/7/2017 TBD : 6/13/17 Received Grant-funded **Req. 15469** MPD Amendment#1 VS Grant original term 05/17/17 – 09/30/18 to add Misc./Indirect Costs Related to the Grant for \$70,022.00 \$70,222.60– executed contract amount. **Vendor: Police Foundation.** 6/16/17 Email request for CC approved file. 6/19/17 Rec'd component costs. 6/20/17 Recap and Complete file to be delivered to CPD for approval today. (Waiting for request included in CC file/Received from Lt. Paris Doffek). 6/23/17 File to Green Folder. 6/23/17 Meeting w/CPD received add up on amendment. 6/26/17 Email to MPD for confirmation of cost differences b/t RFA and Lt. Doffek amounts. confirmation. . 6/30/17 CPD approved draft notice to MPD. Grant revisions must go to Public Safety before F&P 7/20/17 PSC approved. 7/31/17 CC Agenda Item. /Approved. Ready for processing.

F&P Waiver Approval Required on 09/20/2017 or TBD: 6/27/17 Received Req. 15487 MPD Amendment#4 VS Maintenance from 9/26/17 - 9/25/18 for \$24,321.69. Vendor: Kronos, Inc. 7/17/17 OSBD requested. Insurance File to CPD. Done.

F&P Waiver Approval Required on 7/7/2017-09/20/2017: 6/30/17 Received Req. 15414 MPD Amendment#5 VS Support/Maintenance from 3/31/17 - 3/30/18 and Expansion Miles from 8/26/17 - 3/30/18 for \$315,813.00 Partial. Vendor: Shotspotter. 7/13/17 Insurance requested. 7/17/17 IT approval now received. Waiting for WC insurance received. Insurance approval requested. 7/25/17 Insurance approved. 7/20/17 PSC approved. 7/26/17 7/31/17 CC agenda Item/Approved. 8/4/2017 File to CPD. Done.

F&P Waiver Approval Required on 09/20/2017 or TBD: E15174 University of Iowa grant changes to be a Recap & Notice Inclusion of HW 101 @ \$299 iPads for Indirect Budget. Grantor budget reallocation change pending. 7/31/17

F&P Waiver Approval Required on 09/20/2017 7/26/17 Received Req. 15531 MPD VSC for Axon Fleet System \$1,649,993.80. Vendor: TriTech. 7/28/17 Email request to confirm CPD/KJ request for separate requisition amendment To be cancelled. MPD supplied 7/31/2017 Deadline not met.

RFI's Pending:

RFP's Pending:

09/13/16 Reassignment to KJ. **RFP Req. 14749** Comptroller VSC for Legal Services for Public Debt Issues as Co-C Due by 7/11/2016 Vendor: TBD . 10/4/2016 Committee list received. Waiting for Transcripts. 10/06/16 May be re-priority. Dept can resubmit if it ages. 1/24/17 Transcripts received. 3/14/17 Email request for Committee List. Revis

Committee List to CPD for approval. Timeline to CPD. 3/16/16 Committee approved. 3/17/17 File to CPD. 3/29/17 Questions Due. 4/12/17 Responses Due. 4/27/17 Proposals Due. 4/25/17 Addendum#1 posted to extend to 5/16/17. CPD. Addendum#2 posted to extend question due date to 04/28/17. Responses Due 05/02/17. 4/26/17 Vendor Chap T&C per CPD. 5/2/17 Questions to PD and Comptroller. Addendum Due. Proposals Due 5/16/17. 5/4/17 Addendum to DM/Posted. 5/5/17 Exceptions Letter received from Meyer... 5/8/17 Letter forwarded to CPD for response before Exceptions received and forwarded to CPD for response before 5/16/17 Due date. Vendor notified of no change to T. Proposals Received. 5/19/17 Dept. RL/MM submitted a revised Committee List. CPD approved. Agreements sent to DY. Forward proposals upon receipt and note Dept. will need to calculate Cost Proposals. Email request for Richard calculations. 5/26/17 Files released to committee. 6/7/17 Proposal scoring is not complete. KJ to Score Cost Proposals LLP, Duane Morris, LLP, Ice Miller, LLP, Kattan Muchin Rosenman, LLP, Mayer Brown, LLP, McGuireWoods, Qu Richard Li for calculations. 6/23/17 Waiting for scores. . 6/30/17 Waiting for scores. 7/7/17 Email request for RL s L. 7/25/17 Scores received. Costs Proposals to RL. 8/3/17 Initial Meeting Date. 8/3/17 Email request to award to K terminate for convenience B10514 incorrectly extended to April __, 2018.

09/13/16 Reassignment to KJ. RFP **Req. 14746** Comptroller VSC for Legal Services for Debt Issues (Bond Counsel 7/11/16. Vendor: TBD. 10/4/2016 RFP drafted. Committee list received. Waiting for Transcripts. 10/06/16 May b priority. Dept can resubmit if it ages. 1/24/17 Transcripts received. 3/14/17 Email request for Committee List. Revised list to CPD. Timeline to CPD. 3/16/17 Committee approved. 3/16/17 File to CPD. 3/29/17 5/5 Agreements received. File to CPD. 3/29/17 CPD approved for posting./Posted. 4/10/17 Questions Due. 4/12/17 Responses Due. 4/27/17 P extend to 5/16/17. 4/25/17 Vendor proposed T&C's sent to CPD. Addendum#2 posted to extend question due date to change to COM T&C per CPD. Responses Due 05/02/17. 5/2/17 Questions to PD and Comptroller. Addendum Due to CPD. 5/5/17 #3 Approved. Email request to DM/Posted. 5/16/17 Proposals Due. Two Proposals received. 5/18/1 received. 5/19/17 Dept. RL/MM submitted a revised Committee List. CPD approved. Agreements sent to new mem receipt and note Dept. will need to calculate Cost Proposals. Email request for Richard Li's Scenarios for Cost Proposals committee. 6/7/17 Committee Scores completed. KJ to Score Cost Proposals or Dept. Proposals: Chapman and Cut LLP. 6/14/17 Cost Proposals released to R. Li/Costs received. 6/23/17 Waiting for scores. 6/30/17 Waiting for scores. 7/11/17 "Soon" per Richard L. 7/25/17 Scores completed. 8/3/17 Initial Meeting Date. . 8/3/17 Email request Create Letter to terminate for convenience B10514 incorrectly extended to April __, 2018.

10/03/16 Received **Req. 14998** Fire & Police Commission RFP VSC for Psychological Evaluation Services for Police \$400,000.00 from 12/17/16 – 12/16/19 with Two One Year Options. Vendor: TBD 10/20/16 RK will submit additional Final documents received. 10/26/16 RFP to CPD for approval review. Waiting for Committee List. 10/27/16 Comm 10/31/2016 CPD may add Evaluators. Approved to publish with one revision. 11/1/2016 RFP posted. 11/03/2016 M received. Questions Due 11/10/2016 /Answers Due 11/14/2016 11/10/2016 No questions received. Proposals Due 1 extended to 12/08 and questions to 12/01/16 due to TW failure to advertise as new PA for NA. Advertised. 11/28/16 , website. 12/1/16 No questions. 12/8/16 Proposals Due. Two Submissions. 12/16/16 Proposals released to Committee confirmations. 1/24/17 Evaluations still pending. 1/26/17 MN Regan will complete her evaluation. 2/9/17 MNR will most Evaluators. 3/3/17 No change. Mary NR requested scores by Committee members. 3/7/17 No change. 3/14/17 scores. 3/21/17 Waiting for scores. 3/29/17 Waiting for scores. 4/3/17 Waiting for MNR. 4/11/17 MNR will complete. KJ score needed. 5/9/17 Initial Meeting Date. Committee lead will forward questions for references. Ver scoring. Presentation will be scheduled with one Proposer. Highest ranked cannot be determined until address confirmation. 5/11/17 Email to vendor forwarded to CPD. Vendor requested withdrawal of Proposal. Email to CPD. 5/19/17 CPD has agreed to Committee notification of G. L. Fischler & Associates, PA Proposal withdrawal with incumbent, Humber, Mundie & McClary, LLP. 5/23/17 MNR will consult with JH for response. 6/6/17 MNR v 6/8/2017. 6/13/17 Email request for MNR decision. 6/23/17 Waiting for MNR decision to Re RFP or accept Proposal MNR agreed to HMM, LLP contract. 7/13/17 Insurance requested/received. 7/26/17 Insurance to TW/approved. 7/ request for signature status.

10/20/16 Received MFD **Req. 15036** RFP VSC for Records Management System for 6/30/17 – 12/31/18 for \$550,000. RFP details. 2/23/17 Received MPD details. May be a few more changes. 2/21/17 Email request for Revised Scope/ MFD. 3/2/2017 IT/OSBD delivered. 3/6/17 IT approved. 3/7/17 Agreements sent to CPD approved MFD list. Read all documents for submission after next week. 4/12/17 MFD DW RFP documents due. 5/2/2017 DW delivered relate review. 6/20/17 CPD approved. 6/21/17 RFP posted. 6/23/17 Advertised. 7/6/17 Questions Due. 07/07/17 Questions Due. MFD responses received. 7/17/17 Addendum#1 to CPD. 8/3/17 Proposals Due. 7/31/17 Customs called – KJ confirm Canada/US Customs. 8/3/17 Three proposals received. 1. Emergency Reporting, Bellingham, WA, 2. FDM Software Software, Moorestown, NJ. Ready for acceptance review.

11/22/16 Received City-wide **Req. 15060** VSC for Citywide Custodial Services for \$1,000,000.00 Due 2/1/2017. Vendor extension amendment thru 06/30/2017 or new contract date. 3/14/17 D. Schwende requests addition to RFP/Review of 6/30/17. 6/7/17 Email request for 90 Days or Date of Award Extension. 8/8/17 Bid due before month end.

1/3/17 Received **Req. 15107** for MHD Formal RFP for VSC for STI Community Capacity Services for \$50,000.00 for 1/13/17 Scope requested/Received. 1/18/17 Committee member list received. 1/20/17 Requested Scope details. 2/7/17 Points. 2/10/17 Julie K. is working on it per DP. 2/14/17 Revised MHD Scope received. 2/14/17 KJ revised Scope to section to the 20 Pt Interest... section. Email request to MHD for confirmation. 2/15/17 MHD agreement to Scope review MHD for Scope details. 3/2/17 Details received. 3/8/17 RFP posted. 3/23/17 Questions Due. 3/27 Responses Due. 3/27 received. Does not meet Pass/Fail Criteria Re: Five Miles within KHC. Proposer exceeds 10 Miles. Email to MHD/C scores. 5/3/17 Email request for three scores. 5/3/17 Bill B. to be removed due to leave. Email request for MK score Meeting date. Waiting for MHD to confirm expected invoice format/Budget to confirm carryover for a one year contract 12/31/2017. 5/19/17 2nd Internal Meeting to discuss MHD Invoice Requirements and 2017/2018 Budget Carryover for details for negotiation process. MK will need to send 2017/2018 fund availability statement in writing. 5/23/17 Emma (Molly) email confirmation of MHD carryover authority for 2017 -2018 One Year Proposed Contract. 5/23/17 Molly unused 2017 funds to be available in 2018 /MHD Cost Proposal/Invoice Terms received. 5/24/17 MHD Cost Proposal agreement. 5/25/17 PPWI response forwarded to MHD DP with offer of teleconference/meeting. 5/31/17 MHD D. 1 PPWI. 6/7/17 Teleconference with vendor. Email notice to PPWI of MHD plan to proceed to contract. MHD Invoice Insurance. 6/12/17 2nd Request for insurance. Vendor will check status. 6/16/17 2nd insurance request. 6/19/17 Vendor CPD who was cc on all communications. 6/19/2017 Vendor request for draft contract approved by CPD verbally. 6/20/17 today. APV check/OK. Draft Contract Cover Page to CPD for approval before delivery to vendor/Approved. Draft Contract 6/23/17 Waiting for insurance. 6/27/17 Vendor reps will return next week. 07/07/2017 Insurance requested again. 7/7/17 received. CPD approved at Bi-weekly today. 7/21/17 File to CPD. 7/24/17 Insurance previously approved. Contract returned. 7/31/17 Fully executed.

1/13/2017 Received **Req. 15152** for ITMD Formal RFP for VSC – Open Data Management Information System for \$ request for documents. 1/18/17 Documents received. 1/25/17 Committee List requested/Received. 2/21/17 ITMD 1/ members. CPD added Deb Wilichowski. RFP drafted. 2/22/17 RFP to CPD. 3/8/17 RFP approved with revisions to Due. 3/30/17 Responses due. 4/27/17 Proposals Due. 4/3/17 ITMD NO responses received. 4/4/17 Addendum#1 to Proposals Due. 4/24/17 4/20/17 OpenGov proposed T&C's to CPD for response before 4/27/17 Due date. 4/26/17 Change Proposals received. AE Business Solutions: Aptude, Inc.; Junar = Big Lake Data, Ltd : Live Stories; Northwoods Software reviewed. Two to be eliminated. Socrata for missing Addendum#1 and LiveStories for lack of an Invitation Binding for Bonfire response. 5/22/17 Email request for R. Moore Agreement/Received. OSBD Confirmation of OpenGov, Inc. Change/Confirmed Form Signed by OSBD J. Methu. Cost Points assigned. Proposals released to Committee. Scores process. 6/26/17 Waiting for scores. 6/30/17 6/16/17 Initial Meeting. Must be postponed until 07/07/2017. Jennifer pending postponement. KJ/CPD to address at the 7/7/17 meeting. 7/7/17 Initial Meeting. Demo Dates 07/19, 7/24 and 7/27. Script. Meeting Rooms to be confirmed for 07/19 and 07/27. 7/14/17 7/24/17 Demo Date Northwoods; 7/25/17 Demo Date Open Gov. 7/28/17 Internal Demo Follow up Meeting. 7/31/17 Committee questions sent to OpenGov, Inc. 8/1/17 Teleconference with Open Gov. 8/8/17 OpenGov documents requested received. 8/10/17 Internal teleconference.

6/8/2017 Received **Req. 15454** MFD VSC for EMS Billing and Data Collection for \$1,950,000.00 for Three Years fr Options. **Vendor: TBD.** 6/12/17 Email request for Word version of Scope/Confirm complete Scope/Cost Proposal request. 7/3/17 Received.

6/21/17 Received **Req. 15479** Bid? or RFP? Formal? or Informal? \$0.00 VSC for Internal Audit Division of the Cor Assessment & Formal Report Vendor: TBD. 6/28/17 Dept. will resubmit documents for an RFP. 7/10/17 Revised d initiated. Email request for Evaluation/Pass/Fail Criteria.

6/23/17 Received Municipal Court **Req. 15484** Formal RFP VSC for Mailing Services for \$145,000.00 from ??? Ven documents (not attached) in Word. 6/27/17 Dept. will submit documents for an RFP per MOC discussion with Dept.

Bids Pending:

5/8/17 Received MPD **Req. 15406** Formal Bid VC – Body Armor Three Year Contract for \$1,000,000.00. Vendor: requested. B11327 ends 8/26/17. 5/11/2017 Requested/Received Specs from D. Rotar/N. Davila. 8/2/17 Due to CPI BID OR AN RFP???? 8/2/17 CPD approved offer to extend current pricing for three years. 8/4/17 Vendor and Contac agree to \$590.00 Level II and \$670 Level III. MPD and Streicher's confirmed no Uniform Shirt Carrier/Name Tags/I Uniform contract inclusion. State Contract #505ENT-017-BODYARMOR-00 not as competitive in pricing for ABA. Pricing confirmation requested of E. Marben for what he listed as SFB-XT03 for Level II and 3A.

6/6/17 Received MHD **Req. 15448** Formal VSC – Snow Plowing, Salting and Snow Removal Services for \$175,000 Snow Patrol cancelled 12/20/2016. Three Year Contract request. Vendor: TBD B13371 expires 10/14/2018. 6/27/1 agreed on 01/24/17 to keep Metro after Termination Letter sent 12/20/2016 with 30 day notice. 6/27/17 MHD vendor advice/direction. 6/27/17 Forwarded to CPD. 7/14/17 Email request for MHD documentation regarding vendor's un Bi-weekly today. We cannot see path to proceed. 7/21/17 2nd Email request to MHD DP for response. 7/28/17 2nd E Directives for Termination for Convenience Request. Prepare bid pending receipt of CA approval to proceed. 8/8/17

Terms and Conditions Review:

Cancelled **Req. 15226 14364 Hailstorm** Stingray Contract 1/24/2017 Email to Dan Rotar -Please provide responses

- Will MPD be submitting a requisition now that the terms and conditions have been resolved?
- Will the requisition include a request for maintenance for a number of years?
- What will the dollar amount of the requisition be?
- Has the MPD paid the vendor for the Req. 14364 services?
- Does the MPD still need a contract?

From: Block, Kathryn

Sent: Tuesday, January 17, 2017 9:46 AM

To: Kelsey, Rhonda <Rhonda.Kelsey@milwaukee.gov>; Jeffries, Karen <KDJEFFR@milwaukee.gov>

Cc: Block, Peter J. <pblock@milwaukee.gov>

Subject: Harris Contract E000014364 Believe it or not, we finally agreed to Public Records language, (working with a at the top of this e-mail, (directly below). There are edits apart from the highlighted portions, (the highlighted portior know if you need anything further from me. Pete will let his contacts at MPD know about the agreement on terms. I concerns. K /1/24/17 MPD DR will check on status. 2/6/17 MPD DR requests direction one or two requisitions. E

two or one requisitions. 2/8/17 MPD D. Rotar negotiated a new contract only moving forward. One requisition – no 15226 Received. 2/28/17 Email request for Six Outstanding Items to be resolved with CA KB final edits and acceptance. 3/7/17 Email to vendor with all T&Cs/Insurance/W-9 for response from new contact. Email to CA KB for week. 3/14/17 Waiting for CA KB.

02/28/17 Email to CPD: Good Afternoon,

Please note that we did not resolve the following items previously sent to CA K. Block, according to my records:

1. Insurance Requirements – revised by Harris for E14364 (Attached). Are the revisions acceptable?
2. Insurance Requirements Certificates/Endorsements – This Harris Division does not provide until the contract is 1
3. City Service Contract Terms and Conditions 2016.09.08 (Attached)– Harris does not want this document included below. Can the City agree to exclude this document?
4. CA K. Block provided the edits for Harris Maintenance Terms dated 2016.04.12 (Attached) – I am planning to include any other revisions?
5. E15226 Q000000386 Harris Terms and Conditions Exhibit (Attached) – CA K. Block did not provide acceptance 06/10/2016). Harris wants this document to be included as the sole Maintenance Terms and Conditions as mentioned Terms and Conditions (To be finalized by CA KB – including Records Language for Item#6)
6. E15226 City PO Terms and Conditions #229219 – CA KB Final edits needed to match language in her 01/10/17 included in the email.

Please let me know if we can resolve these previous Harris concerns before I send the latest Insurance Requirements in signature.

Thank you,

3/30/17 Vendor sent Records language to CA KB PB for confirmation. All pending files and draft contract sent to C Teleconference with CA KB to review six items. She will prioritize for MPD/PD/Harris and confirm Public Records today. 3/31/17 MPD notified of pending CA KB response. 4/25/17 MPD notified of pending CA KB response. 4/28 requested. 6/7/17 CPD to meet with CA KB today. 6/5/17 MHD DR requested status from CA KB. No response to 4/28 to MHD Rep. 6/23/17 Waiting for CA KB response from CPD. 07/7/17 CA KB will respond. Files sent in Work information regarding new T&C's referenced by CA KB as reason for delay at Bi-weekly today. 7/26/17 Waiting for

02/27/17 Utility Associates **E15110 CPD requests** corrected information from ETB form that mentions no prior rock revised ETB form with list of prior contracts/purchase orders and request to know if MPD needs a VSC. 2/28/17 Revised signed version and a requisition for a VSC for future purchases.

11/28/16 Schindler Elevator Contract Compliance Form **for B14423 MHD** VSC for Elevator Maintenance Services. Pickart) to submit electronic form and formal request for review with written summary of issues/acceptable resolution attachments dated 11/21/2016. 2nd Email request for all electronic documents. 12/5/16 2nd Request for MHD documents now. Vendor arrived last Friday. DP is reviewing matter before submission of Contract Compliance docs. 12/12/16 documentation. 1/5/17 No MHD response yet. 1/19/2017 MHD requests termination. Email request for all related documents. MHD request confirmation. 1/24/17 MHD Letter requested/Received. Email to CPD with request to draft PD Letter to Catina S. Bid did not include termination language. Cannot terminate or move to award to 2nd Low Bidder without final 3/4/16 IT&C. Letter to CPD for signature. What are next steps for contract? 1/27/17 Cancellation Letter sent via email by C. Newall. 1/26/17 MPD requests next steps. 1/27/17 CPD may recommend a piggyback to MPD contract with K Piggyback contract for MHD. Vendor agrees to B14423 with request to exclude KHC 1932 elevator. MPD DP will continue to have a new elevator there in the Spring. MHD will share final revised MHD Specifications. 2/14/17 Vendor has signed

Email request for related requisition through 10/31/2017 with one one-year option. 2/21/17 Req. received. 2/23/17 In approved. File to CPD. Done. 4/13/17 3rd Request for contract signature. Vendor is waiting for Corporate response Kone will honor all t&C's. 5/8/17 Waiting for signed contract. 6/5/17 Email request to vendor/Val/Dan Val will conta Email request for status. 6/15/17 Received Proposed T&C's from Kone. Forwarded portion to MHD for response w/ contract signature based on Kone 4/13/17 agreement to honor contract T&C's. MHD agrees and has used Kone servi agreement. 6/23/17 CPD states that vendors for MHD are limited. KJ response is then we should accept their terms. and inclusion of the requested T&C's. Copy of Kone Proposal/Contract in B14139 Sole bidder contract sent to CPD. language. 6/27/17 CPD requests delivery of Kone Contract/Proposal for acceptance behind City's terms and conditio may not end up being a piggyback. 7/14/17 Email request to MHD for current information. Are they receiving expe pending Kone response. We many need to explore other options. 7/26/17 Bid approved by CPD. Notify MHD.

F&P Waiver Approval Required on 09/20/2017 or TBD: E15174 University of Iowa grant changes to be a Recap (Notice Inclusion of HW 101 @ \$299 iPads for Indirect Budget. Grantor budget reallocation change pending. 7/31/17 F&P Approval Required 2/23/2017 1/25/17 Received **Req. 15174** for MPD VSC Consulting Services to Develop a M \$108,540.00 Vendor: University of IA – Dr. Sandra Ramey from 3/1/17 – 8/31/17. 2/17 and 2/24 Insurance received Insurance approved. File to CPD. Done. 5/8/17 Contract returned with T&C revisions. Forwarded to CPD. 5/9/17 meet with CA KB today. 6/13/17 Terms copied in color/b/w for CPD per CPD. 6/23/17 CPD status requested/CA K weekend 6/27/17 6/27/17 Ms. Howard, Grant Manager email cc. Lt Doffek received with a request for status. 6/28/1 Grantor/MPD request. 7/14/17 Waiting for CA KB response per CPD @ Bi-weekly. p. 7/18/17 2nd Request for status for CA KB response. 7/23/2017 CA KB response received by MPD/Grantor/PD. 7/24/17 Forwarded to U of Iowa fo agreement to Revised 07/24/2017 Contract Document. Contract to CN for priority delivery to vendor for signature. Morning, Please immediately submit an IT Questionnaire for ITMD approval for the **101 iPads x \$299 plus indirect cos E15174. Thank you,**

4/25/17 Received **Req. 15363 Comptroller VSC for Actuarial Valuation of the City's Other Post-Employment E Supplemental Information for the 12/31/2017 and 2018 Comprehensive Annual Financial Report (CAFR) in cc** for \$39,000.00 from Date of Award to (5/1/2017) – 3/16/2018. **Vendor: Gabriel Roeder Smith and Company.** 5/ review/Received. 5/19/17 Insurance/W-9 requested. 5/25/17 Insurance to TW/Approved. 6/7/2017 File to CPD. Dor T&C's from previous Catina S. contract E14058. 6/26/17 Email request for proposed T&C in 3/2016 Word document and BAA not previously included in E14058. 7/17/17 BAA sent to Comptroller (RW) for acceptance, email request submitted dated 06/30/2017. Email request for red-lined COM Service T&C's document to replace 06/2017 revised (Notified of need for BAA acceptance review. 7/18/17 Comptroller does not see need for BAA/Request for expeditec proposed terms and conditions. 7/19/17 CA ET offered to contact Mr. Rivera to resolve/rescind BAA inclusion requ 7/26/17 BAA required per CA ET. Language revision received Opinion Letter Including requirement for DER Notice Exhibit. K. Zapata will look into it since she is not familiar with the document. DER R. Joos not familiar – KJ receiv request to CA KB for document for exhibit. 8/9/17 Waiting for CA KB T&C review and Privacy Document

6/6/17 Received MHD **Req. 15448** Formal VSC – Snow Plowing, Salting and Snow Removal Services for \$175,000 Snow Patrol cancelled 12/20/2016. Three Year Contract request. Vendor: TBD B13371 expires 10/14/2018. 6/27/1 agreed on 01/24/17 to keep Metro after Termination Letter sent 12/20/2016 with 30 day notice. 6/27/17 MHD vendor advice/direction. 6/27/17 Forwarded to CPD. . 6/27/17 MHD vendor garnishment situation. KJ will seek advice/dire Email request for MHD documentation regarding vendor's unwillingness to perform, if possessed per CPD at Bi-wee proceed. . 7/28/17 2nd Email request to MHD for CA Opinion and Directives for Termination for Convenience Requi to proceed.

REQUISITION PROCESSING:

7/26/17 Received MPD **Req. 15529** VSC Rush!! For TriTech TC CAD, Mobile and Backup Server Services and Software for \$33,775.00 from 7/1/17 – 9/30/2017 Vendor: TriTech. 7/31/17 OSBD and IT Approval requested. Email request for MPD documents/Received. Insurance requested. 8/1/17 Insurance/W-9 received/ap. 8/4/17 Insurance to TW.

8/3/17 RFP No. 14746 and 14749 VSC Bond Counsel and Disclosure Counsel Services Initial Meetings 2:30 p.m. – 3:30 p.m.

8/4/17 RFP 15152 Open Data Teleconference with Vendor until 1:50 p.m.

8/4/17 12:45 p.m. – 4:45 p.m.

8/7/17 Vacation

8/8/17 Bi-weekly Meeting – 11:30 a.m. – 12:30 p.m.

Karen Jeffries, CPPB

Procurement Specialist

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