

## **Amendment 2**

This Amendment to the April 9, 2015 Professional Services Contract for Provision of Telecommunications Consulting Services (the “**Agreement**”) is between THE MILWAUKEE COUNTY DEPARTMENT OF ADMINISTRATIVE SERVICES – INFORMATION MANAGEMENT SERVICES DIVISION (the “**County**”) and TECHNICAL DESIGN SERVICES, INC. (the “**Contractor**”) and is entered into on **December 29, 2016**.

The Contract is amended as follows:

1. **Section 1 – Scope of Services.** Section 1 is expanded to include the Project Work Steps, Staffing, and Timing items identified in Contractor’s Addendum for VoIP Telecommunications System Design & Selection dated **December 20, 2016** and attached as **Exhibit A**. The remainder of Section 1 shall remain in effect as written. This amended provision is in addition to any other amendments, addenda, change orders, and/or revisions executed by both parties and which are incorporated into the Agreement by reference. The following Work Steps are identified:
  - a. **Vendor Demonstration and Presentation Meetings.** Contractor shall attend vendor demonstration and presentation meetings and provide an agenda and evaluation tool for use during such meetings. The total estimated resource time expected for these services is 48 (forty-eight) hours.
  - b. **Finalist Vendor Discussions, General Implementation Planning, and Contract Negotiations.** Contractor shall conduct and attend meetings with the selected finalist vendor to discuss the implementation schedule and assist in the negotiation of a contract between the finalist vendor and the County. The total estimated resource time expected for these services is 126 (one hundred and twenty six) hours.
  - c. **System Implementation Planning.** At the County’s option, Contractor shall conduct implementation planning meetings with the selected finalist vendor. Contractor’s implementation planning meetings will focus on bringing context and the County’s design needs to the forefront of the implementation plan. If the County exercises this option, an additional amendment must be drafted to include estimated resource time and cost.
2. **Section 4 – Dates of Performance.** Contractor shall continue to provide services until completion of all tasks and/or deliverables identified by this Agreement, along with all amendments, addenda, change orders and/or revisions which have been executed by the parties and incorporated by reference, or until December 31, 2017, whichever occurs first.

3. **Section 5 – Compensation.** County and Contractor agree to increase the total dollar value of the Agreement from \$87,482.72 to ~~\$131,237.72~~ **\$132,428.00**. The total dollar value of the increase shall not exceed \$44,945.00. The total dollar value of the amended Agreement shall not exceed ~~\$131,237.72~~ **\$132,428.00**. Any increase to the estimated hours required to perform services and/or to the hourly rates indicated in Contractor's Addendum for VoIP Telecommunications System Design & Selection dated December 20, 2016 (Exhibit A) must be executed via separate written agreement, signed by both Parties. The purpose of the increase is the implementation of Phase I of the VoIP Telecommunications System Design and Selection Work Plan – Vendor Evaluation, Selection, Contract Negotiation, and General Implementation Planning.
4. All other provisions of the Agreement, as agreed to by the County and the Contractor, shall remain in effect as written.

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

WHEREOF, the parties hereto have executed this agreement on the day, month, and year above written:

**FOR MILWAUKEE COUNTY:**

DocuSigned by:  
BY: Laurie Panella DATE: 1/17/2017  
Laurie Panella, CIO  
Department of Administrative Services  
Information Management Services Division

DS Mark Bialik Rick Trisco  
MB Network Manager IT Director  
1/13/2017 1/13/2017

**FOR**

DocuSigned by:  
BY: Frank Cerchio DATE: 1/12/2017  
084C3F0013904CA...

NAME: Frank Cerchio

TITLE: President

TAXPAYER ID No.: 36-4289633

IF PRINCIPAL IS A CORPORATION, IMPRINT  
CORPORATE SEAL.

**REVIEWED AS TO INSURANCE  
REQUIREMENTS:**

DocuSigned by:  
BY: [Signature] DATE: 1/19/2017  
E454E4CA2D21452...  
Risk Manager  
Office of Risk Management

**REVIEWED REGARDING THE DISADVANTAGED  
BUSINESS ENTERPRISE REQUIREMENTS;  
approved with regards to County Ordinance Chapter  
42:**

DocuSigned by:  
BY: Rick Norris DATE: 1/19/2017  
AD4C84D4023E450...  
Community Business  
Development Partners

**APPROVED AS TO FUNDS AVAILABLE PER  
WISCONSIN STATUTES §59.255(2)(e):**

DocuSigned by:  
BY: [Signature] DATE: 1/23/2017  
F7257A95D80643E...  
Office of the Comptroller

**APPROVED REGARDING FORM AND  
INDEPENDENT CONTRACTOR STATUS:**

DocuSigned by:  
BY: Paul D. Kuglitsch DATE: 1/23/2017  
2BE87A71B2AE4E5...  
Corporation Counsel

DocuSigned by:  
BY: [Signature] DATE: 1/23/2017  
2E580B33A2CC443...  
Chris Abele, County Executive  
Office of the County Executive

**APPROVED AS COMPLIANT UNDER §59.42(2)(b)s,  
STATS.:**

DocuSigned by:  
BY: Paul D. Kuglitsch DATE: 1/24/2017  
2BE87A71B2AE4E5...  
Corporation Counsel

# **EXHIBIT A**

Contractor's Addendum for  
VoIP Telecommunications System Design & Selection  
**December 20, 2016**



December 20, 2016

Ms. Laurie Panella, CIO

Mr. Richard Trisco, IT Director

**Milwaukee County** – IMSD

633 West Wisconsin Avenue, Ste. 117

Milwaukee, WI 53233

**Re: Countywide Telecommunications System Selection Project – Scope Extension**

Dear Laurie and Rick,

Thank you so much for the opportunity to continue to work with Milwaukee County on the design, selection and implementation of a new VoIP Telecommunications System for County operations. Our project began in December of 2014 and over the past 24 months, we have worked closely with MCTS, GMIA and the County's staff to design and select a new system and vendor.

The project scope and services needed by the County has changed as we proceeded with the project and we have adapted to meet the County's needs as needed. It has been determined that additional funding from the County is needed to continue the project.

To address this issue, we have been asked to provide a review of the project, work accomplished and the estimated remaining effort and fees needed.

**Project Background**

In December of 2014, the County retained our services to assist with the design and competitive selection of a new VoIP telecommunications system for the County operations. Prior to this contract, our consultants have assisted the County with numerous telecommunications related projects and telecommunications assessments over the previous 20 years. Because of our unique knowledge of the County, history of the issues, solutions reviewed and overall direction, we were retained to assist with the development of a Formal Request For Proposal (RFP) and with the vendor selection process.

We have worked with MCTS, GMIA and IMSD and performed detailed departmental interviews, evaluated equipment inventories, gathered operational requirements, reviewed reports and operational statistics from the existing systems, participated with

Ms. Laurie Panella  
Mr. Richard Trisco  
**Milwaukee County**

Telecom System Replacement  
Proposal Addendum

MCTS and GMIA to gather their operational needs, written a formal Request For Proposal, adapted the document to the County's needs, developed evaluation and scoring approaches, assisted with the pre-proposal vendor conference, conducted a formal question and answer process through County Procurement and have reviewed the vendor proposal documents.

Since December of 2014, the County has adapted and changed the project to address operational needs, timing requirements and budget issues and we adapted our work to meet those needs. During that time, the County experienced some significant staff and institutional changes that resulted in the project coordinator for the VoIP Telecommunications System Project to change 3 times over this period.

These changes have impacted the project schedule and our needed scope. Our original scope included 346 total hours of work to design the system, determine operational requirements, develop a detailed Request For Proposal (RFP) and conduct a competitive vendor selection. The schedule and work performed during the initial project changed to address a modified schedule, changed County project staffing and expanded work steps and options reviewed. The staffing changes required restarting various portions of the project, as well as additional time to update the new project staff with status, findings and direction.

As the project continued we proceeded with the additional services needed, including coordinated vendor demonstration sessions, complex-detailed financial analysis of the vendor proposals, updated scoring of the vendor proposals, best and final documentation development and response review.

In August of 2016, we developed an addendum to the original contract to modify the scope to address the additional services needed (described in the paragraph above). This addendum included an additional 256 hours of work to address the County's needs. The County decided to have us adapt this addendum to initially include steps 1,2 and 3 (128 hours) and hold Steps 4, 5 and 6 (128 hours) as optional.

As the project continued, the County Team pushed forward and due to schedules and deadlines, we were asked to proceed into the optional work at the direction of the County team, prior to formal contract finalization.

Ms. Laurie Panella  
Mr. Richard Trisco  
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## **Project Fees**

We have developed the following work plan to illustrate the projected and actual hours for the project. Expenses will include Mileage and Parking. We do not anticipate any hotel or meal costs that will be needed for the remainder of the project. As a result, we believe the actual expenses will not exceed 10% of the project fee.

Steps	Milwaukee County, WI VoIP Telecommunications System Design and Selection Work Plan	Proposed Total Hours	Actual	Estimated Additional Hours
1	Vendor Proposal Review and Scoring (Completed)	48	74	0
2	Vendor Proposal Pricing Review and Scoring (Completed)	48	48	0
3	Conduct Review Meetings and Discussion with Procurement and County (Completed)	32	25	0
4	Conduct and actively Participate in the Vendor Demonstration and Presentation Meeting-Discussion (Completed)	48	48	0
5	Protest Support – Conduct/Participate in Finalist vendor Discussions, General Implementation and Contract Negotiations	32	6	120
6	Conduct-Participate in System Implementation Planning	48	0	TBD
Hours		256	201	120
Rates				\$175
				\$21,000

Our fees for step 6 are difficult to determine and depend on a number of variables that can be determined during the Contract Negotiations of Step 5. As a result, we agree with the County Staff that the County should revisit this step once the Contract is completed. As a result, County staff will determine the scope and return for funding approval.

## **Potential Future Funding Requests**

The County's Telecom Team may return to the County Board to request additional funding to provide assistance related to implementation assistance. The County's Telecom Team and internal technical support is small, consisting of 3 or 4 staff who are working full-time positions to keep the existing system operational.

During the implementation of the new system, the vendor will need the County to provide information regarding extension, employee names, departmental breakdowns, general locations of telephones, trunking and line terminations, new lines and services, etc. This information will need to be gathered to begin the programming of the new system.

Ms. Laurie Panella  
Mr. Richard Trisco  
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Retaining consulting assistance for this work is common in the market place as this work, which only needs to be done once as part of the implementation. Retaining a consultant that has worked with the County Team throughout the process and has deep knowledge of the system, lines and County operational needs is the best approach for an efficient implementation.

As we proceed through the contract discussions, the scope of what would be needed for the implementation will become clearer and we will work with the County to develop a scope and schedule.

### **Description of the Project Work Steps**

Following is a description of the work steps listed in the Fee Table above. At this point, Steps 1, 2, 3 and 4 are completed and we have just started step 5.

#### **1. Vendor Proposal Review and Scoring**

We assisted the County in the development of a formal Request For Proposal (RFP) and worked with Procurement to release. The vendor responses have been received. We also assisted the County in the development of a scoring approach to assist with the evaluation of the vendor proposals. These proposals will be reviewed by our team in conjunction with the other three (3) County proposal review teams and scored using the approach approved by County Procurement.

#### **2. Vendor Proposal Pricing Review and Scoring**

The vendors were required to provide a technical proposal and a separate financial proposal in response to the RFP. We worked with County Procurement and review the pricing information for each proposal and provide a rating and ranking of the vendor proposals as it relates to pricing.

#### **3. Conduct Review Meetings and Discussions with Procurement and County Review Teams**

We worked with County Procurement to coordinate any meetings with the County Proposal Review Teams, scoring discussions, technical discussions, implementation discussions and other planning meetings as needed. The number of these meetings is unknown, as a result, we have included an estimate in the project budget.



#### **4. Participate in selected vendor Demonstration and Presentation Meetings**

As part of the vendor proposal review, the County will be selecting finalist vendors to provide a presentation and demonstration of their proposed system. We attended the various meetings, provide an agenda and evaluation tool as needed.

#### **5. Participate in finalist vendor discussions, general implementation planning and contract negotiations**

Once a finalist vendor is selected, we will work with the County to conduct and attend meetings with the vendor to discuss the implementation schedule and negotiate the contract. The number of meetings has not been determined, as a result, we have included an estimate in the project budget.

#### **6. Participate in System Implementation Planning**

We will work with the County once the finalist vendor has been selected, to conduct implementation planning meetings with the vendor. This process will help to bring context and the County's design needs to the forefront of the plan.

### **Project Staffing**

To provide the County with staffing consistency and operational congruence, our plan is to continue to have the original consulting staff continue to work with the County Departments, MCTS, GMIA and County IMSD team through the evaluation, selection and implementation planning.

Our staff participating will include Tom Weiman, Tim Taff and Marcia Struwing. These staff members have been actively involved in the project since the start and will continue as part of the team.

### **Project Timing**

We are currently engaged in this active-complex project, so we will continue to participate as needed. We anticipate that this portion of the project will be underway through January/February 2017. It should be noted, that there are many factors beyond our control that can impact the timing of the project. We will keep you informed related to the timing of the engagement.

Ms. Laurie Panella  
Mr. Richard Trisco  
**Milwaukee County**

Telecom System Replacement  
Proposal Addendum

**Project Acceptance**

If these arrangements meet your understanding, please sign and return to me at you earliest convenience.

We look forward to the opportunity to serve the Milwaukee County as one of our many satisfied clients. Please contact Frank Cerchio, RCDD at 630.388.6588 ([fcerchio@tdsinc.biz](mailto:fcerchio@tdsinc.biz)) or Tom Weiman at 847.910.7047 ([tweiman@clientfirstcg.com](mailto:tweiman@clientfirstcg.com)) if you have any questions regarding our proposal.

Sincerely,  
Technical Design Services, Inc.



**Frank J. Cerchio, RCDD**  
*President*



**Thomas Weiman**  
*Consulting Services Practice Leader*

*Consultant Member –*  SOCIETY OF  
COMMUNICATIONS TECHNOLOGY  
CONSULTANTS INTERNATIONAL

**Telecommunications Consulting Services and  
RFP Development**  
Milwaukee County  
Accepted by:  
**Milwaukee County**  
Authorized Signature:

\_\_\_\_\_

Print Name/Title:

\_\_\_\_\_, 2016

**Telecommunications Consulting Services and  
RFP Development**  
Milwaukee County  
Accepted by:  
**TECHNICAL DESIGN SERVICES, INC.**



Frank J. Cerchio, President

December 20, 2016

Ms. Laurie Panella  
Mr. Richard Trisco  
**Milwaukee County**

Telecom System Replacement  
Proposal Addendum

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/6/2016

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> Esser Hayes Insurance Group 1811 High Grove, Suite 139 Naperville IL 60540-9100	<b>CONTACT NAME:</b> <b>PHONE (A/C, No., Ext):</b> 630-355-2077 <b>FAX (A/C, No.):</b> 630-355-7996 <b>E-MAIL ADDRESS:</b>														
<b>INSURED</b> TECHN-2 Technical Design Services Inc. 1075 Shore Rd - Suite A Naperville IL 60563-8758	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td><b>INSURER A:</b> Cincinnati Insurance Company</td> <td>10677</td> </tr> <tr> <td><b>INSURER B:</b> Cincinnati Indemnity Company</td> <td></td> </tr> <tr> <td><b>INSURER C:</b></td> <td></td> </tr> <tr> <td><b>INSURER D:</b></td> <td></td> </tr> <tr> <td><b>INSURER E:</b></td> <td></td> </tr> <tr> <td><b>INSURER F:</b></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	<b>INSURER A:</b> Cincinnati Insurance Company	10677	<b>INSURER B:</b> Cincinnati Indemnity Company		<b>INSURER C:</b>		<b>INSURER D:</b>		<b>INSURER E:</b>		<b>INSURER F:</b>	
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**COVERAGES****CERTIFICATE NUMBER:** 85588224**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS														
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B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	EW0255062	7/1/2016	7/1/2017	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td><input checked="" type="checkbox"/> PER STATUTE</td> <td><input type="checkbox"/> OTHER</td> <td></td> </tr> <tr><td>E.L. EACH ACCIDENT</td><td></td><td>\$1,000,000</td></tr> <tr><td>E.L. DISEASE - EA EMPLOYEE</td><td></td><td>\$1,000,000</td></tr> <tr><td>E.L. DISEASE - POLICY LIMIT</td><td></td><td>\$1,000,000</td></tr> </table>	<input checked="" type="checkbox"/> PER STATUTE	<input type="checkbox"/> OTHER		E.L. EACH ACCIDENT		\$1,000,000	E.L. DISEASE - EA EMPLOYEE		\$1,000,000	E.L. DISEASE - POLICY LIMIT		\$1,000,000		
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E.L. DISEASE - POLICY LIMIT		\$1,000,000																			

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

ADDITIONAL INSURED FOR GENERAL LIABILITY AND AUTOMOBILE LIABILITY WITH A WAIVER OF SUBROGATION ON THE WORKERS COMPENSATION: MILWAUKEE COUNTY ,AS ITS INTERESTS MAY APPEAR.

**CERTIFICATE HOLDER****CANCELLATION**

MILWAUKEE COUNTY  
 COMMUNITY BUSINESS DEVELOPMENT PARTNERS  
 633 W WISCONSIN AVE, STE 902  
 MILWAUKEE WI 53203

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/15/2016

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<b>PRODUCER</b> <b>Maguire Insurance Agency</b> <b>One Bala Plaza, Suite 100</b> <b>Bala Cynwyd, Pa 19004</b>	<b>CONTACT NAME:</b> Gail Ward <b>PHONE (A/C, No, Ext):</b> 610 617 7783 <b>FAX (A/C, No):</b> 1 215 689 3401 <b>E-MAIL ADDRESS:</b> gail.ward@vfib.com  <table style="width: 100%;"> <tr> <td style="text-align: center;"><b>INSURER(S) AFFORDING COVERAGE</b></td> <td style="text-align: center;"><b>NAIC #</b></td> </tr> <tr> <td><b>INSURER A:</b> Philadelphia Insurance Co.</td> <td><b>18058</b></td> </tr> <tr> <td><b>INSURER B:</b></td> <td></td> </tr> <tr> <td><b>INSURER C:</b></td> <td></td> </tr> <tr> <td><b>INSURER D:</b></td> <td></td> </tr> <tr> <td><b>INSURER E:</b></td> <td></td> </tr> <tr> <td><b>INSURER F:</b></td> <td></td> </tr> </table>	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>	<b>INSURER A:</b> Philadelphia Insurance Co.	<b>18058</b>	<b>INSURER B:</b>		<b>INSURER C:</b>		<b>INSURER D:</b>		<b>INSURER E:</b>		<b>INSURER F:</b>	
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<b>INSURED</b>  <b>TECHNICAL DESIGN SERVICES</b> <b>1075 Shore Rd, Ste A</b> <b>Naperville, IL 60563-8758</b>															

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N	N / A				PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	<b>Professional Errors &amp; Omissions</b>			<b>PHSD1141709</b>	<b>06/10/2016</b>	<b>06/10/2017</b>	<b>LIMIT</b> <b>AGGREGATE</b> <b>\$2,000,000</b> <b>\$2,000,000</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

<b>Milwaukee County</b> <b>Wisconsin</b>	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b> 
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# COMMUNITY BUSINESS DEVELOPMENT PARTNERS MILWAUKEE COUNTY

## DBE Participation Recommendation/Wavier Request

To be completed by project owner. Please, direct questions regarding this form to CDBP, 414-278-4747 or

CBDP@milwaukeeCountyWi.gov

### FUNDING SOURCE

\_\_\_ Local \_\_\_ State \_\_\_ Federal \_\_\_ Grant If Federally Funded, what percentage? \_\_\_ %

Federal Source of Funds: \_\_\_ FAA \_\_\_ FTA \_\_\_ DOT (includes WisDOT) \_\_\_ Other: \_\_\_\_\_

### CONTACT INFORMATION

Contract Administrator: Erin Schaffer Phone: 414-278-7820 Date: 08/26/2016

Email Address Erin.Schaffer@milwaukeeCountywi.gov Fund: 001 Agency: 116 Org No. \_\_\_\_\_

### PROJECT INFORMATION

Project Name: VoIP Telecommunications System Selection Project No.: \_\_\_\_\_

Contract Scope/Project Description (attach scope/description of work or estimating sheet):

In 2015, IMSD hired TDSi to gather requirements for a phone system replacement and draft/administer an RFP for a Voice Over Internet Protocol (VoIP) system and implementation. Since the initiation of this project in 2015, the scope of the services to be provided has expanded to include vendor proposal review and scoring and additional vendor selection support.

Contracting Opportunities (List NAICS codes): 541990

RFP/BID will be used (Yes/No) X Advertising Date: 05/06/2016 Bid/Proposal Due Date: 06/10/2016

### TYPE OF PROJECT

<u>Professional Services</u>	<u>Estimated Amount</u>	<u>Recommended DBE Participation</u>
	\$ <u>92,850.00 (total with amendment)</u>	<u>0</u> %

<u>Construction Related</u>	<u>Estimated Amount</u>	<u>Estimated Allowance</u>	<u>Recommended DBE Participation</u>
_____	\$ _____	\$ _____	_____ %
_____	\$ _____	\$ _____	_____ %

### APPROVALS

Is county board approval required? \_\_\_ X No (under threshold) Resolution #: \_\_\_\_\_ (attach resolution)

### WAIVER REQUEST

**Request for a goal of 0% requires signature of department head, a full scope of project and explanation.**

**Explanation:** TDSi was selected with a participation goal of 0% in 2015 due to the vendor's unique qualifications to assist the County in this effort. In reviewing the NAICS list in 2015, no telecom consulting companies listed performed the type of work required. There will be a DBE/SBE opportunity when a finalist vendor is selected for implementation of the new VoIP system. TDSi is a certified SBE. This request is an amendment of the original 2015 agreement.

Laurie Panella  
Department/Division Administrator Name

[Signature]  
Signature

8/26/16  
Date

### CBDP USE ONLY

Concur with Recommendation X or provide the following goals: 0 %

This contract is exempt from the DBE goal: X Yes \_\_\_ No

DocuSigned by:  
Rick Norris

Approved: \_\_\_\_\_

Date: 9/13/2016



*	NAICS CODE	DESCRIPTION
	212319	Other Crushed & Broken Stone Mining & Quarrying
	212321	Construction Sand & Gravel Mining
	212322	Industrial Sand Mining
	236117	New Housing Operative Builders
	236118	Residential Remodelers
	236210	Industrial Building Construction
	236220	Commercial & Institutional Building Construction
	237110	Water & Sewer Line & Related Structures Construction
	237120	Oil & Gas Pipeline & Related Structures Construction
	237130	Power & Communication Line & Related Structures Construction
	237310	Highway, Street & Bridge Construction
	237990	Other Heavy & Civil Engineering Construction
	238110	Poured Concrete Foundation & Structure Contractors
	238120	Structural Steel and Precast Concrete Contractors
	238130	Framing Contractors
	238140	Masonry Contractors
	238150	Glass and Glazing Contractors
	238160	Roofing Contractors
	238170	Siding Contractors
	238190	Other Foundation, Structure & Building Exterior Contractors
	238210	Electrical Contractors & Other Wiring Installation Contractors
	238220	Plumbing, Heating & Air-Conditioning Contractors
	238290	Other Building Equipment Contractors
	238310	Drywall & Insulation Contractors
	238320	Painting and Wall Covering Contractors
	238330	Flooring Contractors
	238340	Tile & Terrazzo Contractors
	238350	Finish Carpentry Contractors
	238390	Other Building Finishing Contractors
	238910	Site Preparation Contractors
	238990	All Other Specialty Trade Contractors
	323114	Quick Printing
	323116	Manifold Business Forms Printing
	323117	Books Printing
	323119	Other Commercial Printing
	325998	All Other Miscellaneous Chemical Product & Preparation Manufacturing
	327215	Glass Product Manufacturing Made of Purchased Glass
	327320	Ready-Mix Concrete Manufacturing
	331210	Iron & Steel Pipe & Tube Manufacturing from Purchased Steel
	332116	Metal Stamping
	332311	Prefabricated Metal Building & Component Manufacturing
	332312	Fabricated Structural Metal Manufacturing
	332321	Metal Window & Door Manufacturing
	332322	Sheet Metal Work Manufacturing
	332323	Ornamental & Architectural Metal Work Manufacturing
	332510	Hardware Manufacturing
	423210	Furniture Merchant Wholesalers
	423310	Lumber, Plywood, Millwork & Wood Panel Merchant Wholesalers
	423320	Brick, Stone & Related Construction Material Merchant Wholesalers
	423330	Roofing, Siding & Insulation Material Merchant Wholesalers
	423390	Other Construction Material Merchant Wholesalers
	423510	Metal Service Centers & Other Metal Merchant Wholesalers
	423610	Electrical Apparatus & Equipment, Wiring Supplies & Related Equipment Merchant Wholesalers
	423690	Other Electronic Parts & Equipment Merchant Wholesalers
	423710	Hardware Merchant Wholesalers
	423720	Plumbing & Heating Equipment & Supplies (Hydronics) Merchant Wholesalers
	423730	Warm Air Heating & Air-Conditioning Equipment & Supplies Merchant Wholesalers



423740	Refrigeration Equipment & Supplies Merchant Wholesalers
423840	Industrial Supplies Merchant Wholesalers
443120	Computer & Software Stores
445299	All Other Specialty Food Stores
453110	Florists
453210	Office Supplies and Stationery Stores
453998	All Other Miscellaneous Store Retailers (except Tobacco Stores)
454210	Vending Machine Operators
454390	All Other Direct Selling Establishments
485991	Special Needs Transportation
485999	All Other Transit & Ground Passenger Transportation
488410	Motor Vehicle Towing
492110	Couriers & Express Delivery Services
492210	Local Messengers & Local Delivery
493110	General Warehousing & Storage
517110	Wired Telecommunications Carriers (except Satellite)
523120	Security Brokers and Dealers
523930	Investment Advice
524210	Insurance Agents, Brokers and Service
524291	Claims Adjusting
524292	Third Party Administration of Insurance
532490	Equipment Rental and Leasing, NEC
541110	Office Administrative Services
541211	Accounting, Auditing and Bookkeeping
541213	Tax Return Preparation Services
541219	Accounting Services/Other
541310	Architectural Services
541320	Landscape Architectural Services
541330	Engineering Services
541340	Drafting Services
541360	Geophysical Surveying & Mapping Services
541370	Surveying & Mapping (Except Geophysical) Services
541380	Testing Laboratories
541410	Interior Designs Services
541420	Industrial Design Services
541430	Commercial Art and Graphic Design / Graphic Design Services
541511	Custom Computer Programming Services
541512	Computer Systems Design Services
541513	Computer Facilities Management Services
541611	Management Consulting Services
541613	Marketing Consulting Services
541618	Other Management Consulting Services
541620	Environmental Services
541730	Landscape Services (lawn care, sod laying, seeding, installations, etc.)
541810	Advertising Agencies
541820	Public Relations Services
541860	Direct Mail Advertising Services
541910	Educational Research Commercial
541922	Photographic Services
541930	Translation and Interpretation Services
561110	Legal Services
561210	Facilities Support Services
561320	Temporary Help Services
561410	Computer Process/Data Preparation and Processing
561439	Photocopying and Duplicating Services
561440	Collection Services
561510	Travel Agencies

DBE-12 (07/07/14) Previous Editions Obsolete