



# City of West Allis

Resolution: R-2019-0871

**File Number: R-2019-0871**

**Final Action:**

**Sponsor(s): Administration & Finance Committee**

**DEC 03 2019**

Resolution relative to accepting the sole source proposal of Municode for providing a self-publishing platform for in-house maintenance of the municipal code, resolutions, policies and procedures, and the schedule of fees for a total net sum of \$6,180 per year for years 2020-2022

WHEREAS, The Purchasing Division has reported that it has received a proposal of Municode for providing a self-publishing platform for in-house maintenance of the municipal code, resolutions, policies and procedures, and the schedule of fees for the City Clerk's office of the City of West Allis; and

WHEREAS, the City Clerk's Office has determined that this contract is inappropriate for competitive selection because this is the only product that offers in-house maintenance of the municipal code and an ordinance and resolution drafting tool; and

WHEREAS, the City Clerk's Office has determined this product will have a number of benefits including digitizing the creation and execution of ordinances and resolutions, creating a more efficient management of the policies and procedures, and creating one static annual cost that is significantly lower than the current product; and

WHEREAS, the funds to be used for this product have been included in the 2020 adopted budget; and

WHEREAS, The Common Council deems it to be in the best interests of the City of West Allis that the proposal of Municode be accepted.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of West Allis that the proposal dated October 24, 2019 submitted by Municode to provide a self-publishing platform for in-house maintenance of the municipal code, resolutions, policies and procedures, and the schedule of fees for the period January 1, 2020 through December 31, 2020 for a total net sum of \$6,180, and automatic renewals for years 2021 and 2022 in the amount of \$6,180 per year, be and is hereby accepted.

BE IT FURTHER RESOLVED the funds will be expended from General Fund, City Clerk Professional Services/Other, account number 100-1501-517.30-04.

BE IT FURTHER RESOLVED, that the Purchasing Division be and is hereby authorized to enter into a contract for the aforesaid service.

**ADOPTED**

**DEC 03 2019**

**APPROVED**

**12/10/19**

**Steven A. Braatz, Jr., City Clerk**

**Dan Devine, Mayor**