



CITY ASSESSOR

414/302-8230

414/302-8238 (Fax)

City Hall

7525 West Greenfield Avenue  
West Allis, Wisconsin 53214

[www.ci.west-allis.wi.us](http://www.ci.west-allis.wi.us)

January 3, 2011

RE: Sole Source Purchase – Market Drive Annual Upgrade

To whom it may concern;

This letter is to recommend the sole source purchase of the Market Drive software update from Assessment Technologies of WI, LLC. This is the only vendor that sells and services the software we need for our Market Drive assessment valuation system. We have dealt with Assessment Technologies since the original install of Market Drive in 2000, and their product and support have been exemplary. You will find their pricing to be fair and reasonable. I request your approval of this vendor for the purchase and service of our annual upgrade for Market Drive. The invoice price of \$15,000 is over a two year period with \$7,500 paid in 2010 and \$7,500 owned in 2011.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles F. Ruud". The signature is fluid and cursive, with a large loop at the end.

Charles F. Ruud  
City Assessor