



Memo

Date: December 9, 2010
To: Gene Baietto, Purchasing Manager
Cc: Paul Ziehler, City Administrative Officer, Clerk/Treasurer
From: Monica Schultz, Assistant City Clerk
RE: Sole Source Communication Regarding Revised Municipal Code Supplements - 2011

This letter is to recommend the sole source purchase of Revised Municipal Code electronic and hard copy supplements and services from General Code. The City of West Allis Clerk/Treasurer's Office has been working with this vendor since 2000. General Code provides quality customer support, and offers users easy access to the Revised Municipal Code in a variety of formats. I hereby recommend approval of this vendor for the continued use of their products and services for the year 2011 in the amount of \$10,000.


Monica Schultz, Assistant City Clerk