



OFFICE OF THE CITY CLERK

Monica Schultz  
City Clerk

**Memo**

Date: December 17, 2014

To: Robert Barwick, Senior Buyer

From: Monica Schultz, City Clerk

RE: Sole Source Communication Regarding Revised Municipal Code Supplements - 2015

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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'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 2015 in the amount of \$10,000.

Monica Schultz

Monica Schultz, City Clerk