



Mayor's Office
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Official Memorandum: Emergency Procurement Authorization

DATE: December 23, 2025

TO: City of West Allis Finance Director & North Central HIDTA Executive Director

FROM: Office of the Mayor

RE: Emergency Authorization for Cyber Attack Remediation (North Central HIDTA Network)

1. Declaration of Emergency

As the City of West Allis acts as the fiscal agent for North Central HIDTA, they must follow our Municipal codes, so therefore, pursuant to **West Allis Municipal Code Section 2.672 (Emergency Purchases)**, I, **Dan Devine**, Mayor of West Allis, hereby declare that an emergency exists requiring the immediate procurement of goods and services. This situation poses a direct threat to the security of North Central HIDTA's infrastructure and the integrity of law enforcement operations.

2. Nature of the Emergency

The North Central HIDTA (High Intensity Drug Trafficking Area) server and network have been compromised by a targeted cyber-attack. This incident has incapacitated critical investigative tools, jeopardized sensitive data, and interrupted essential communication between local and federal law enforcement partners. Immediate intervention is required to neutralize the threat, restore secure operations, and prevent further unauthorized access to municipal systems.

3. Justification for Bypassing Competitive Bidding

Under Municipal Code 2.672, the standard RFP bidding process is waived due to the time-sensitive nature of cyber-remediation. Delaying the restoration of the HIDTA network to accommodate a formal bidding cycle would result in unacceptable risks to



public safety and potential permanent loss of critical criminal intelligence data. HIDTA has pursued the expertise of multiple consultants and has received quotes from three local vendors. HIDTA has selected the quote provided by River Run Computers, Inc. as the most responsible, thorough, and advantageous proposal received.

4. Authorized Vendor and Scope

I hereby authorize the immediate engagement of the following vendor to perform comprehensive network remediation and restoration:

- **Vendor:** River Run Computers, Inc.
- **Reference:** Quote # 017599 v3
- **One-Time Implementation Cost:** \$77,469.20
- **Recurring Annual Licensing:** \$350.00 (Software and Server Licensing)

5. Funding and Reporting

The North Central HIDTA Department of Information Technology (IT) is directed to facilitate this purchase immediately.

The equipment costs totaling \$21,959.10 (Host Server Hardware and Back-up Workstation) shall be charged to Account # 255-8101-521.51-09, Project # I25549.

The software licensing and service cost totaling \$55,510.10 (Software & Server Licensing and Labor and Professional Services) shall be charged to Account # 255-8101-521.30-04, Project # I255549.

Following the execution of this emergency order, a report regarding this expenditure shall be provided to the Common Council at the next regularly scheduled meeting for formal acknowledgment and ratification of funds.

Signed,

A handwritten signature in cursive script, reading "Dan Devine", written over a horizontal line.

Dan Devine

Mayor, City of West Allis