



Doing Business With the City of Milwaukee

Wisconsin Procurement Institute Webinar: Sales Opportunities with Local Government Agencies – Milwaukee, WI



Presented By: Rhonda Kelsey
City Purchasing Director
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Purpose & Mission

*The Purchasing Division's mission is to acquire Commodities and Services for City Departments in the most **cost effective, efficient, and impartial manner** within the appropriate guidelines. Purchasing maintains the highest commitment to **racial equity, transparency, and innovation** while supporting programs and initiatives that **empower city residents** to become involved in contracting opportunities available at the City.*



What Does the City of Milwaukee Purchase?

- Light and Heavy Duty Vehicles & Trucks
- Infrastructure (Roads & Buildings) Equip. & Supplies
- Fuel (e.g., Gasoline & Diesel)
- Water Quality Treatment Supplies
- Office and Safety Equipment & Supplies
- Public Health Related Equipment, Services, and Supplies
- IT Software, Services, and Hardware
- Professional Services (e.g., Consulting, Financial/Auditing, Training)
- Other Services (e.g., Custodial, Vehicle Washing, Lead Abatement)

City of Milwaukee Buying Plan 2024-2028

Five (5) Year Forecast of Potential Contracting Opportunities

[BuyingPlan201905.pdf \(milwaukee.gov\)](#)



How Do We Buy?

- Formal Competitive Bid: \$50K Plus
- Informal Competitive Bid: \$10K - \$50K
- Jumpstart Purchases: \$5K - \$10K
- Procard (P-Card): Up to \$5K
- Request for Proposals (RFP)
- Single or Sole Source Contracts
- Piggyback/Cooperative Purchasing Contracts

Socio-Economic Provisions: Equity & Inclusion

- Living Wage Requirements
- Ethical Purchasing Requirements
- Small Business Enterprise (SBE) Requirements
- Local Business Enterprise (LBE) Bid Incentive
- Buy American Goods Bid Incentive
- Socially-Responsible Contractors (SRC) Bid Incentive

For additional information:

➤ Visit [milwaukee.gov/Purchasing](https://www.milwaukee.gov/Purchasing) and click on “Programs”

Contract Opportunities & Vendor Registration

- Bids and Requests for Proposals (RFPs) are posted on the City's website at: www.milwaukee.gov/ContractingOpportunities
- Bids and RFPs are submitted in Bonfire Digital Software Platform <https://cityofmilwaukee.bonfirehub.com/opportunities/44126>
- All Formal Bids and RFPs are also Advertised in the *Daily Reporter*
- Review Recent Procurement Requests by City Departments at: <https://city.milwaukee.gov/Purchasing/ContractOpps.htm>

Bid/RFP Submission Tips

- Fully completing and/or signing the binding signature page.
- Providing the required addenda with your bid.
- Completing or submitting the required documents (SBE Participation Compliance Form, Living Wage Affidavit, Certificate of Insurance, etc.) and returning them with the bid.
- Bid response submitted before/by the bid closing date/time.
- Submitting a quote for all line items or an entire group in the bid. **Carefully read the award statement.**
- Not taking exception to the bid requirements or specification(s) without approval from the Purchasing Division.
- Submitting the specification with your bid, when the City requires bidders to indicate whether they comply with specific items in the specification.

CONTACT INFO

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