

PURCHASING VIEW



CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

Non-Competitive Selection Request

Date: 05/18/2021

Requisition Number: (8 characters)

Requestor Name: Devyn Brown

Requestor Phone Number: 608-242-6521

Requestor Email: dbrown@publichealthmdc.com

Fund: 6100 PUBLIC HEALTH MADISON DANE

Agency: 32 PUBLIC HEALTH MADISON DANE

- Major:
- 53*** Supplies/Goods
 - 541** Utilities
 - 542** Building/Facility Maintenance/Repair
 - 543** Software/Equipment Maintenance/Repair
 - 544** Public Works Maintenance/Repair
 - 545** Training/HR-Related Services
 - 546** Consulting/Professional Services
 - 548** Grants/Loans/Insurance/Other Services

Total Purchase Amount: \$110,000.00

Vendor Name: Fitch-Rona Emergency Medical Services District

Product/Service Description: Ambulance services for Alliant Energy Center COVID-19 Vaccination Site

- \$50,000 and UNDER**
This form will be sent to the Purchasing Supervisor for review.
- OVER \$50,000**
Complete this form and draft a resolution using the sample resolutions provided by the City Attorney to your Budget Analyst. **Your resolution will not be added to the Finance Committee agenda without this form.**

Check the box(es) for the exception criteria you feel are applicable:

1. Public exigency (emergency) will not permit the delay incident to advertising or other competitive processes.
2. The services or goods required are available from only one person or firm (i.e., **true** sole source).
3. The services are for professional services to be provided by attorneys.
4. The services are to be rendered by a university, college, or other educational institution.
5. No acceptable bids have been received after formal advertising.
6. Service fees are established by law or professional code.
7. A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant.
8. Otherwise authorized by law, rule, resolution, or regulation. Explain:
- If procurement is being paid with Federal or State grant funds, the vendor was identified by name in the approved Grant Application. (OPTIONAL)

REASON FOR REQUEST**WHY A COMPETITIVE SELECTION PROCESS CANNOT BE USED:**

Provide **detailed** explanation below. For a true sole source, provide all information to explain why this product or service can only be purchased from this vendor. For one-of-a-kind items not sold through distributors, explain the unique performance features of the product requested that are not available from any other product. For services, detail the unique qualifications this vendor possesses, or other reason(s) that meet the criteria selected above. Identify specific, measurable factors and qualifications.

Public Health Madison and Dane County is running a COVID-19 mass vaccination site at the Alliant Energy Center and entered into a noncompetitive purchase of service contract for \$50,000 with Fitch-Rona Emergency Medical Services District on March 17, 2021 for ambulance services. As vaccine availability increased, eligibility criteria expanded, and FEMA and WI National Guard provided additional personnel support, we increased the number of doses we administer per hour. At the same time, the odds for an adverse effect in response to a vaccine increased, and we needed more ambulance services than originally estimated.

To secure ambulance services through the end of operations at the AEC mass vaccination site on June 30, 2021, we are requesting an amendment to increase the contract by \$60,000, for a total contract of \$110,000. Fitch-Rona Emergency Medical Services District will continue to provide ambulance services, meaning at least one ambulance and EMS personnel, during the hours of operation of the mass vaccination site at the Alliant Energy Center. The urgency in needing these ambulance services, as well as the pool of EMS providers being stretched in Dane County, does not allow for a competitive process in this circumstance.

COMMENTS REGARDING PURCHASES OVER \$50,000

Public Health has spent \$46,800 with Fitch-Rona EMS, all emergency non-competitive contracts for ambulance services at the Alliant Energy Center vaccination site.

Date: