



## Finance Department Purchasing Services

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**Risk Manager**  
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**Treasury & Revenue Manager**  
Craig Franklin, CPA

## Non-Competitive Selection Request

Requisition Number

Fund  
1420 TAX INCREMENT DISTRICTS

Major  
546\*\* Consulting/Professional Services

Agency  
Economic Development

Total Purchase Amount  
\$ 150,000.00

Vendor Name  
Downtown Madison Inc.

Product/Service Description  
The preparation of a Downtown Economic Investment Strategy.

Exception Criteria  
2. The services or goods required are available from only one person or firm (i.e., true sole source).

Reason For Request  
Downtown Madison Inc. (DMI) has raised private funding to complete a Downtown Economic Investment Strategy. The City of Madison will soon prepare a Downtown Area Plan. The Downtown Area Plan work by the City will greatly benefit from a partnership with DMI on the preparation of their Downtown Economic Investment Strategy. DMI and its subconsultant team will complete planning work needed by the City for the preparation of Downtown Area Plan in partnership with City staff and will furnish these work products to the City of Madison for the \$150,000 contracted amount. Implementation of City plans is reliant on private property owners. The source of financial support for DMI's Downtown Economic Investment Strategy, and DMI's membership in general, comes from a significant percentage of private Downtown property owners. The City could not replicate the level of private-sector support for this planning effort by contracting with a different organization or consulting firm. Downtown Madison Inc. is uniquely positioned to provide the privately supported work product being contracted for by the City.

October 15, 2024

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Requestor

Mikolajewski, Matthew

Comments

The City of Madison has paid \$2,245,062 to Downtown Madison Inc since 2015. Of that, \$2,12,331 total payments were made on behalf of the Business Improvement District, not the City itself. Of the remaining money paid, \$30,953 was for an ARPA grant, and \$61,779 was made up of small purchases under the threshold requiring competitive selection.