

PURCHASING VIEW



CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

Non-Competitive Selection Request

Date: 05/13/2019

Requisition Number: (8 characters)

Requestor Name: Steve Sonntag

Requestor Phone Number: 608-267-1997

Requestor Email: ssonntag@cityofmadison.com

Fund: 1400 CAPITAL PROJECT

Agency: 40 ENGINEERING

- 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: \$450,000.00

Vendor Name: C.D.L. Electric, Inc.

Product/Service Description: Railroad Signal and Gate Installation

☐ **\$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:

The Federal Railroad Administration sets the standards required for facilities in the railroads right-...
- ☐ 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.

The Federal Railroad Administration sets the standards for railroad crossing signal work. The work to be done will be on Wisconsin and Southern Railroad (WSOR) right-of-way and the equipment to be installed will be controlled and operated by Wisconsin and Southern Railroad. WSOR must approve the Contractor to do the work on their own property and C.D.L. Electric, Inc. has been selected to install and maintain their facilities.

COMMENTS REGARDING PURCHASES OVER \$50,000

The City has paid CDL Electric, Inc. a total of \$759,646 since 2015. All of this was for Public Works contracts, so the vendor was selected according to state statutes.

Date: