



CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

Non-Competitive Selection Request

Date: 10/11/2022

Requisition Number: 22003217 (8 characters)

Requestor Name: PATRICIA HARIO

Requestor Phone Number: 608/267-1105

Requestor Email: PHARIO@CITYOFMADISON.COM

Fund: 2160 GOLF COURSES

Agency: 81 GOLF COURSES

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: \$61,969.00

Vendor Name: BURRIS EQUIPMENT CO.

Product/Service Description: 2005-G STAR 2000 SPRAYER

 \$50,000 and UNDER

This form will be sent to the Purchasing Supervisor for review.

 OVER \$50,000Complete 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.

SMITHCO SPRAYERS ARE SOLD BY COMPANIES WHO SERVE SPECIFIC TERRITORIES OF THE COUNTRY. BURRIS HAS RIGHTS TO THE TERRITORY THAT INCLUDES THE CITY OF MADISON. MUNICIPAL PRICING IS OFFERED WHEN PURCHASING SMITHCO SPRAYERS. THE SPRAYER WE ARE CHOOSING MEETS OUR NEED FOR A 200-GALLON TANK AND GPS MOUNTED UNITS TO CONTROL COSTS AND CHEMICAL USAGE ON CITY GROUNDS. DURING THIS TIME OF SUPPLY CHAIN SHORTAGES, THIS SPRAYER IS AVILABLE IN STOCK WHEN ALL OTHERS WOULD TAKE OVER A YEAR TO RECEIVE. WE ARE IN NEED OF A SPRAYER TO COMPLETE OUR JOB ADEQUATELY AND PROMOTE THE VALUES OF CITY LAND MANAGEMENT. THIS IS THE ONLY SPRAYER AVAILABLE IN OUR AREA.

COMMENTS REGARDING PURCHASES OVER \$50,000

The City of Madison has spent \$627,941 with Burris Equipment since 2015. Of that amount, \$441,834 was non-competitively selected, \$24,679 was competitively selected, and \$161,428 was made up of many small p-card purchases below the threshold requiring competitive selection.

Date:

Submit