

PURCHASING VIEW



CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

## Non-Competitive Selection Request

Date: 07/21/2020

Requisition Number: (8 characters)

Requestor Name: Graham Heitz

Requestor Phone Number: 608-266-4589

Requestor Email: gheitz@cityofmadison.com

Fund: 1400 CAPITAL PROJECT

Agency: 45 TRAFFIC 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: \$55,000.00

Vendor Name: Traffic Control Corporation

Product/Service Description: Centracs (centralized traffic signal operation program) SMA for CY2019 &amp; C...

- \$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.

The product being purchased is (2) consecutive annual software maintenance agreement (SMA) for the City's existing signal management software Centrats for \$27,500/ea. It is solely distributed by the Centrats manufacturer's representative Traffic Control Corporation in this market area. The City's existing signal management software Centrats requires its own software maintenance agreement and is not compatible with other products.

**COMMENTS REGARDING PURCHASES OVER \$50,000**

The City of Madison has spent \$1,463,530 with Traffic Control Corporation since 2015.

Of that, \$278,772 was purchased as approved non-competitive selection. \$15,778 was purchased using an approved purchasing cooperative. \$1,079,650 was purchased using pricing from the Wisconsin state contract. \$89,330 was made up of small purchases that were under the threshold requiring competitive selection.

Date: