

READ ONLY VIEW



CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

## Non-Competitive Selection Request

Date: 04/14/2020

Requisition Number:  (8 characters)

Requestor Name: Lauren Striegl

Requestor Phone Number: 608-266-4094

Requestor Email: lstriegl@cityofmadison.com

Fund: 2120 STORMWATER UTILITY

Agency: 40 ENGINEERING

Major:  546\*\* Consulting/Professional Services

Total Purchase Amount: \$37,777.13

Vendor Name: MSA Professional Services

Product/Service Description: Engineering design services

**\$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.

MSA Professional Services has provided all modeling and design services for stormwater/flood mitigation in the western Hawks Landing development up until today. The original stormwater modeling project for this area was competitively bid in 2016, and all additional work under this contract has been submitted to Purchasing for review as sole source given MSA's familiarity with the area and with the modeling that has informed the design up until now. This requested amendment would increase the contract (7833) amount by \$37,777.13 to a total contract amount of \$226,627.13, and includes minor revisions to a plan set for a project currently under construction (Hawks Landing Flood Mitigation - South, Munis No. 11857), completion of several relocation orders for the flood mitigation purposes adjacent to Hawks Landing, development of bidable construction plans and specifications for a new flood mitigation project in the northern part of Hawks Landing (part of the overall Hawks Landing flood mitigation strategy), and documentation of stormwater management analysis that the City requested MSA complete. Were this project to be bid out competitively, it is Engineering's belief that the City could not get the described work done by a different firm for less (or even something close to) MSA's proposed price given that firm's familiarity with the region and with the work that they have completed for us thus far.