

PURCHASING VIEW



CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

## Non-Competitive Selection Request

Date: 04/15/2022

Requisition Number: 22000113 (8 characters)

Requestor Name: Tyson Roessler

Requestor Phone Number: 6082464544

Requestor Email: troessler@cityofmadison.com

Fund: 2200 FLEET SERVICES

Agency: 41 FLEET SERVICES

- 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: \$2,228,362.00

Vendor Name: Bruce Municipal/MacQueen Equipment

Product/Service Description: Maintenance and repair

**\$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.

Elgin street sweepers and Vactors are purchased through contract from Bruce Municipal who is the dealer. Fleet Service preventative maintenance program requires annual inspection and replacement of common wear items as per manufacture recommendations. Annual preventative maintenance is essential to prevent failure of components, this program has been developed to prevent costly repairs and minimize down time. This specialized equipment is very complex and manufacture specific utilizing Bruce Municipal maintains factory warranties, annual preventative maintenance provides complex inspection of components that may lead to warrantable repairs, otherwise may not be warrantied. Bruce Municipal maintains factory trained staff, specialty tools and comprehensive diagnostic equipment and software. City's fleet of Street Sweepers and Vactor trucks, operated by the Streets and Engineering divisions are integral tomaintain public safety and cleanliness of the city streets, storm water basins.

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

The City of Madison has used Bruce Municipal/MacQueen Equipment extensively since 2015 for the purchase of vactors, tractors, and street sweepers, as well as the maintenance of that equipment, totaling \$9,018,844. Here is the breakdown for the purchases since 2015:

\$1,486,221 - Non-Competitive Selection Request (maintenance)

\$425,463 - Non-Competitive Selection Request (equipment)

\$6,326,620 - Cooperative Purchasing (equipment)

\$780,540 - Many p-card payments under \$10,000 (parts and maintenance)

The Common Council approved Bruce Municipal/MacQueen Equipment as a sole source vendor for the maintenance of the City's fleet of Vactors in 2018, as well as for the maintenance of street sweepers in 2019. This non-competitive selection request is for the annual maintenance of both vactors and street sweepers for the next five years.

Date: