



CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

Non-Competitive Selection Request

Date: 01/30/2023

Requisition Number: 00000000 (8 characters)

Requestor Name: Kathy Schwenn

Requestor Phone Number: 266-4645

Requestor Email: kschwenn@madisonwater.org

Fund: 2100 WATER UTILITY

Agency: 86 WATER

- 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: \$80,000.00

Vendor Name: N Harris Smartworks

Product/Service Description: Software maintenance for our Metersense Meter Data Management softw...

\$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.

Madison Water Utility (MWU) selected N Harris Smartworks Metersense Meter Data Management software through the RFP process in 2011. This is the system that allows our customers to view their usage online and sign up for threshold notifications. It helps our customers to monitor their usage and encourages conservation of our natural resource. MWU is required to pay an annual maintenance fee for the use of this software and it can only be purchased from N Harris.

In December 2022 the Utility went live with a new billing system, Tyler Utility Billing, but the accompanying module that allows our customers to view their usage, Tyler Smart Meters (TSM), is not ready to go live yet. Due to this delay in the new product being ready to go live, we will be keeping our old system up to date until TSM is thoroughly vetted and ready to go live. We do not anticipate requiring this product for more than 1/2 of 2023. The annual cost of Smartmeters maintenance is approximately \$80,000.

COMMENTS REGARDING PURCHASES OVER \$50,000

The City of Madison has paid N Harris Computer Corporation a total of \$1,385,947 since 2015. All of these purchases have been non-competitively selected.

Date:

Submit