

PURCHASING VIEW



CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

Non-Competitive Selection Request

Date: 12/01/2021

Requisition Number: (8 characters)

Requestor Name: Janet Schmidt

Requestor Phone Number: 608-261-9688

Requestor Email: jschmidt@cityofmadison.com

Fund: 2120 STORMWATER UTILITY

Agency: 40 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: \$733,000.00

Vendor Name: United States Geological Survey (USGS)

Product/Service Description: professional services for engineering and stormwater monitoring

\$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 City currently has 3 existing contracts with the USGS, all approved with noncompetitive selection. The services provided by the USGS (a Federal Agency) are very specific and related to research the City and the USGS have worked on collaboratively over many years. This partnership is mutually beneficial as the USGS partially funds these projects, has a very high level of expertise and can do this work much more effectively than the City or other consulting engineers (this is work they do as part of their agencies core mission). The resolution proposes to combined 3 existing noncompetitive contracts and extend work for certain portions of the existing scope to help streamline the management of these contracts and make one master agreement for the services they provide to the City. Funds from the existing contracts that are not used will be moved forward to this new master agreement and the existing contracts will be mutually terminated. This new agreement will last 5 years. see Legistar file 68654

COMMENTS REGARDING PURCHASES OVER \$50,000

The City of Madison has paid a total of \$795,820 to USGS since 2014, all of it through non-competitively selected contracts.

Date: