



Non-Competitive Selection Request

Date:

Requisition Number: (8 characters)

Requestor Name:

Requestor Phone Number:

Requestor Email:

Fund:

Agency:

- 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:

Vendor Name:

Product/Service Description:

\$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 of Madison desires to work with UW PHI to evaluate the impacts of this 10 year community-development project in order to evaluate the merits of their efforts and identify which public investments are actually improving the lives of the residents of South Madison. The long-term goal being to ensure that these funds impact the residents of South Madison, and to use this strategy in other areas of the City that face similar challenges to South Madison.

Project Description : This Census to Census (CtC) project is a ten (10) year, in depth survey and analysis of the impact of the City's investments to support racial equity and inclusion and increased economic and overall well-being for current residents of South Madison. The City wishes to understand the effect that these investments have on the current residents, and to then apply this information to other similar investment strategies throughout the City. To that end, the City is contracting with UW PHI for services related to data gathering and collection, surveying, analysis and reporting on these efforts.

UW PHI shall research, survey, collect data, manage, and provide project oversight for a long-term, longitudinal study of approximately ten (10) years in the South Madison area as shown in the attached Appendix. Deliverables are defined as:

- UW PHI shall provide provide project management, survey, research, develop, and create the following deliverables to be provided to the City utilizing a

participatory action evaluation research methodology that invests in the residents of South Madison taking a central decision-making roles in the development and implementation of this evaluation:

- A baseline survey of all 117 household participants in the Study, both the control group and the study participants that meets the primary goals of the study and may include some or all of the following information on each participant in the

study, pending outcomes of the PAR process:

- Age
- Race and Ethnicity
- Tenure in South Madison
- Income level
- Occupation
- Property ownership status (renter, owner, living with friends / family, etc.)
- Educational attainment (for all participating adults)Overall wealth, including retirement savings, equity in property, pensions, stocks, etc.
- Income and wealth change over time for the aggregate of all households, as well as tracking each individual household's change over time
- Applicable test scores (for all participating children), including third and eighth grade reading and math scores, and graduation statistics
- Health and wellbeing of residents:
 - Research and analysis of infant mortality rates for participants in the Study over the term of the study
 - Perinatal support statistics for participants in the Study over the term of the study
 - Access to healthcare and health insurance
- Ongoing analysis regarding displacement and gentrification within South Madison. The City wishes to intervene and understand its ability to stem the tide of displacement and gentrification that is occurring in South Madison.
- Yearly update provided to the City of Madison that provides details to the findings of the ongoing study. In particular, the City wishes to understand whether the well-being of the residents of South Madison is improving, by reviewing these findings on an annual basis. UW PHI shall provide a detailed analysis of these findings to the City, along with any recommendations that UW PHI believes will enhance and improve the City's ability to positively impact the lives of residents of South Madison.
 - The City will make substantial investments into South Madison, as described at the beginning of this document and elsewhere. With this investment, the City seeks to understand what impacts it is having upon South Madison's residents.
- Suggestions of policy and / or program changes or improvements that could improve or enhance the impact of the City's investment into South Madison on South Madison residents.
- Neighborhood Ambassadors - UW PHI will hire Neighborhood Ambassadors to assist with conducting outreach and data collection. UW PHI will be responsible for oversight, pay, and management of the Neighborhood Ambassadors. These Neighborhood Ambassadors will be responsible for meeting with residents, learning about their concerns, informing them about the process and how they can get involved, providing feedback on data collection tools and protocol and conducting data collection and dissemination. If desired, neighborhood ambassadors will be invited to participate in data analysis

UW PHI's has extensive experience conducting these long-term types of surveys and studies. They are a critical component to move this project forward.

COMMENTS REGARDING PURCHASES OVER \$50,000

The City has an extensive purchasing history with the UW Madison. Since 2015, the City has paid the UW \$3,885,855. Due to the vast number of transactions, it is not possible to provide specific amounts that are competitive vs. non-competitive, but in my belief that since this is the UW, most of this was non-competitively selected.

Date: