PURCHASING VIEW

CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

Non-Competitive Selection Request

Date: 06/22/2022

Requisition Number: (8 characters)

Requestor Name: Matthew Mikolajewski

Requestor Phone Number: 608-267-8737

Requestor Email: mmikolajewski@cityofmadison.com

Fund: 1420 TAX INCREMENT DISTRICTS

Agency: 63 ECONOMIC DEVELOPMENT

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
- [x] 546** Consulting/Professional Services
- [ ] 548** Grants/Loans/Insurance/Other Services

Total Purchase Amount: $116,300.00

Vendor Name: Eppstein Uhen Architects Inc

Product/Service Description: Architectural and Engineering Design Services

- [ ] **$50,000 and UNDER**
  This form will be sent to the Purchasing Supervisor for review.
- [x] **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.
- [x] 8. Otherwise authorized by law, rule, resolution, or regulation. Explain:
  Resolution; for the purpose of consistency between the private and public components of the pr...

- [ ] 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 Madison Parking Utility is planning to reconstruct the State Street Campus Garage at 415 N. Lake Street in cooperation with Mortenson Development as part of a larger mixed use development project. The public development portion of this project also includes an intercity bus terminal. This resolution allows the City to enter into contracts for conceptual architectural and engineering design services for the public development portion of the project with Mortenson Development as well as Mortenson Development's architect, Eppstein Uhen Architects (EUA) so as to insure consistency between the conceptual design of both the public and private portions of this mixed-use redevelopment project.

COMMENTS REGARDING PURCHASES OVER $50,000

The City of Madison has paid EUA a total of $177,000 since 2015. Of that, $159,000 was competitively selected through the Public Works process, and $18,000 was non-competitively selected.

Date: 06/28/2022

Submit