



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: \$500,000.00

Vendor Name: Badger Meter Inc.

Product/Service Description: Water meter equipment.

☐ **\$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) has used Badger Meter Inc. solely to supply our meters since the implementation of our Advanced Metering Infrastructure (AMI) system. Standardizing our meters has allowed MWU to save time and money on repairing and purchasing new meters. Since MWU purchases a large volume of meters from Badger Meter Inc., we are allowed to purchase directly from the vendor and are not subject to a distributor mark up.

COMMENTS REGARDING PURCHASES OVER \$50,000

MWU has used an Advanced Metering Infrastructure (AMI) system since implementation in 2012, and has standardized their meters across all utility customers so that equipment can be repaired and maintained by all MWU staff. The City has paid \$1,846,129 to Badger Meter since 2015 and all of these purchases have been non-competitively selected.

Date:

Submit