PURCHASING VIEW

CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

Non-Competitive Selection Request

Date: 05/23/2023

Requisition Number: 23001868 (8 characters)

Requestor Name: Andrea Freedman

Requestor Phone Number: 266-5957

Requestor Email: afreedman@cityofmadison.com

Fund: 1100 GENERAL

Agency: 30 FIRE

Major:

- [x] 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: $79,740.00

Vendor Name: Jefferson Fire & Safety (#25015)

Product/Service Description: Scott Cylinder & Valve, Carbon 4.5 45-min CGA

- [ ] **$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.
- [x] 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.

MFD currently uses 3M Scott cylinders for SCBA and needs to replace aging cylinders. An alternative cylinder would require different SCBAs. As stated in the sole-source letter attached to the requisition listed above, Jefferson Fire & Safety is the only distributor of 3M Scott Fire & Safety products serving Dane County, WI that is trained and authorized to provide products and services to municpal fire service customers.

COMMENTS REGARDING PURCHASES OVER $50,000

The City of Madison has paid Jefferson Fire & Safety $2,882,000 since 2015. Of that, $524,200 was paid for competitively selected purchases; $1,196,000 was paid for non-competitively selected purchases; and $1,161,800 was paid for purchases that were under the threshold requiring competitive selection.

Date: 05/30/2023

Submit