

PURCHASING VIEW



CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

Non-Competitive Selection Request

Date: 02/26/2019

Requisition Number: (8 characters)

Requestor Name: Julia Olsen

Requestor Phone Number: 243-0401

Requestor Email: jolsen@publichealthmdc.com

Fund: 6100 PUBLIC HEALTH MADISON DANE

Agency: 32 PUBLIC HEALTH MADISON DANE

- 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: \$78,276.00

Vendor Name: The Safe Communities Coalition for Madison and Dane County

Product/Service Description: Drug poisoning prevention

- \$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.

Public Health Madison and Dane County has been contracting with Safe Communities since 2012 to provide services to address to grpwong burden of opioids in Madison and Dane County. These services include: maintaining the Parent Addiction Network, Health Care Taskforce, and Opioid Epidemic Steering Committee; Prescription Drug Misuse Prevention Initiatives, and Recovery Supports for Community. As these projects are continuing it would be in the interest of the City from a time and financial standpoint to retain the current vendor.

COMMENTS REGARDING PURCHASES OVER \$50,000

PHMDC has contracted with Safe Communities for a total of \$985,225 since 2015. There has never been a competitive selection process used; however, the vast majority of the contracts have been funded by CDC grants that specified Safe Communities as the vendor to be used. These include:

Academic Detailing \$91,667

Opiate Poisoning Services \$475,307

Injury Prevention \$66,666

Med Drop Services \$100,000

Pregnancy to Recovery \$222,086

Roundabouts \$20,000

In addition, several small payments have been made that were not subject to competitive selection processes:

An art grant through the City Planning department \$1,000

Med Drop Municipal Match (Engineering department 4 years at \$2,000 per year) \$8,000

Safe Communities membership (MPD) \$500

Date: