

PURCHASING VIEW



CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

## Non-Competitive Selection Request

Date: 05/24/2021

Requisition Number: 21001925 (8 characters)

Requestor Name: Jessica Achterberg

Requestor Phone Number: 6082619656

Requestor Email: jachterberg@cityofmadison.com

Fund: 1100 GENERAL

Agency: 30 FIRE

- 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: \$78,450.00

Vendor Name: Madison Area Technical College

Product/Service Description: Paramedic Training

- \$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 Area Technical College provides initial paramedic training and certification for AY 2021-2022. The MFD provides emergency medical services to the community. Ten (10) Fire Fighter/Paramedic positions are needed to fill expected retirements, promotions, and medics choosing to no longer retain their paramedic status with the Department.

The Madison Fire Department is not a certified training center for initial paramedic training. We cannot practically or legally train and certify paramedics.

Madison Area Technical College has been contracted with previously in 2019 and 2020 to provide the paramedic training and certification needed.

**COMMENTS REGARDING PURCHASES OVER \$50,000**

The City of Madison has made \$561,969 in purchases from Madison College since 2015. Of that, \$96,736 were for purchases under the competitive selection threshold, and the remaining \$465,233 were non-competitively selected - mostly for the paramedic trainings that have been done each year, such as this request is for.

Date: