

PURCHASING VIEW



CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

Non-Competitive Selection Request

Date: 08/19/2021

Requisition Number: (8 characters)

Requestor Name: Rachel Darken

Requestor Phone Number: (608) 246-4540

Requestor Email: rdarken@cityofmadison.com

Fund: 2200 FLEET SERVICES

Agency: 41 FLEET SERVICES

- 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: \$200,000.00

Vendor Name: Renewable Energy Group

Product/Service Description: 100% Biodiesel for Pilot Project

- \$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.

The 100% biodiesel pilot project was proposed to the City of Madison jointly by Optimus Technologies and Renewable Energy Group. In this pilot project, the fuel system technology produced by Optimus Technologies will be installed on City-owned Fleet assets to run 100% biodiesel fuel year-round, drastically reducing our greenhouse gas emissions. Renewable Energy Group is the only biodiesel supplier working with Optimus Technologies, and will pay for all costs associated with the installation/mobilization/training/software subscriptions of the fuel system technology during the pilot. Renewable Energy Group produces biodiesel at a plant in Dane County, which will be the source of all biodiesel for this pilot project. The total purchase amount for biodiesel during the pilot is an estimate.

COMMENTS REGARDING PURCHASES OVER \$50,000

The City has not purchased from Renewable Energy Group prior to this.

Date: