



Bid Waiver Form

Revised 04/2021

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|-------------------------------------|-------------------------------|------------|----------------------------------|-------|--|
| Short Description of Goods/Services | Revolving Vehicle/Repair Loan | Total Cost | \$100,000 5 year | | |
| Vendor Name | Southwest WI Community Acti | MUNIS # | 25377 | Req # | |
| Purchasing Officer | Pete Patten | Date | 12/20/21 | | |
| Department | Human Services | Email | brown.nathanael@countyofdane.com | | |
| Name | Nathanael Brown | Phone | (608) 242-6486 | | |

A VENDOR QUOTE MUST BE ATTACHED TO THE WAIVER FOR APPROVAL

Provide a detailed description of the goods/services intended to be purchased:

Dane County contributes \$20,000 to Southwest Wisconsin Community Action Program (SWCAP) so they can operate the Work-n-Wheels program in Dane County which provides 0% interest loans to income eligible individuals and/or families to purchase vehicles needed to get to and from work. SWCAP uses the \$20,000 as part of the required match for the Wisconsin Employment Transportation Assistance Program (WETAP). The WETAP funding is provided by the State of Wisconsin and is administered through the Department of Transportation (DOT). The Wisconsin DOT is solely responsible for awarding these grant funds, and does so on an annual basis.

Send to a Purchasing Officer Once Completed



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Procurement Exception List

- Emergency Procurement
- Unique and specific technical qualifications are required
- A special adaptation for a special purpose is required
- A unique or opportune buying condition exists
- Only one vendor possesses the unique and singularly available ability to meet the Department's requirements

Provide a detailed explanation as to why the competitive bidding (RFB/RFP) process cannot be used. Also provide a detailed justification in relation to the Procurement Exception(s) chosen:

SWCAP operates the Work-n-Wheels program in 11 counties, including Dane, using funding from the Wisconsin Employment Transportation Assistance Program and matching funds. Dane County contributes \$20,000 toward the match required by the grant in order to assure that SWCAP is able to receive the grant funds and operate the program in Dane County. By working with an organization receiving WETAP funding, Dane County is able to maximize the impact of the program. For example, when Dane County contributed \$20,000 in 2020, SWCAP was able to provide 22 loans in the county worth \$108,100. Based on the average loan amount, if Dane County worked with an agency that did not receive WETAP grant funds, the \$20,000 would only be enough for four loans. Over a five year period from 2016 through 2020, Dane County contributed \$100,000 for the program which allowed SWCAP to provide 101 loans totaling \$486,100.

Bid Waiver Approval (For Purchasing Use Only)

Under \$37,000 (Controller)

\$37,000+ (Personnel & Finance Committee)

Date Approved:

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