



# DANE COUNTY DEPARTMENT OF HUMAN SERVICES 2024 Procurement Strategy

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## Changes since 2021 Procurement Cycle

Reflect the Department's continued focus on data-driven decision making and its values of transparency and accountability.

Our intention is to continue reviewing and modifying our purchasing processes with the goals of:

- 1) Expanding our Purchase of Services (POS) network to include more providers of color (Vision: Next 2021-2026, Priority 1 – Advance Racial Justice)
- 2) Supporting the development of contracted and non-contracted providers to strengthen their performance (Vision: Next 2021-2026, Priority 4 – Strengthen Our Partnerships).



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## Changes since 2021 Procurement Cycle

- 2021
  - Re-examined forms, templates, scoring, and procurement cycle timelines
  - Brought all Bid Waivers for the 2021 procurement cycle to P&F at the same time
- 2022
  - DCDHS began briefing HHN about Bid Waivers at P&F request
  - Modified the budget template that applicants complete and more clearly defined units of service
  - Assigned the cost evaluation to one DCDHS staff person
- 2023
  - Updated forms and templates with the guidance of the DOA Purchasing Division
  - Developed a web-based application platform
  - Refined internal discussion and decision making process of procurement strategy for each service (RFP v BW)
- 2024
  - Soft roll-out of a new electronic bidding platform
  - Moved the FMS staff involvement earlier in the process to address lessons learned in the 2023 cycle
  - Refining the process for contract negotiations and Best and Final Offers (BAFOs)



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## **Dane County Ordinances 25.08(18)(b)**

outlines circumstances where the Controller or P&F may waive the requirement for competitive bids (aka a bid waiver), which is directly copied in the list below. The exceptions are broad and allow discretion in their application.

1. When he or she determines that only one vendor possesses the unique and singular available ability to meet the County's requirements;
2. Unique and specific technical qualifications, the ability to deliver at a particular time, or services from a public utility are required;
3. When special adaptation for a special purpose is required;
4. When a unique or opportune buying condition exists.



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## DCDHS Bid Waivers and RFPs

Procurement Year	Number of Bid Waivers	RFPs released
2021 (P&F only)	23	Approx. 18
2022 (Jan. 2021 HHN review & P&F approval)	9	Approx. 19
2023 (Jan. 2022 HHN review & P&F approval)	19	17 on-cycle RFPs for about 25 programs 11 off-cycle RFPs
2024 (Jan. 2023 HHN review & P&F approval)	8	Estimated 16 on-cycle RFPs for about 23 programs



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## DCDHS 2024 Bid Waivers

A special adaptation for a special purpose is required

BW #	Current Provider	Program Name	BW # of Years	Yearly \$ Amount	TOTAL
BW02	JMHC	Individual and Group Outpatient Therapy	5	468,553	2,342,765
BW01	Journey Mental Health Center (JMHC)	Case Management Services	5	312,125	1,560,625
BW03	JMHC	Crisis Services	2	5,179,279	10,358,558
BW07	Goodman Center	Youth Therapy and Education	1	80,417	80,417



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## DCDHS 2024 Bid Waivers

A unique or opportune buying condition exist

BW #	Current Provider	Program Name	BW # of Years	Yearly \$ Amount	TOTAL
BW05	YWCA	JobRide	5	70,892	354,460
BW09	The Road Home	Housing Case Management for The Heart Room	5	50,386	251,930

Unique and specific technical qualifications are required

BW #	Current Provider	Program Name	BW # of Years	Yearly \$ Amount	TOTAL
BW06	RISE WI, Inc.	Early Childhood Initiative (ECI)	5	869,641	4,348,205

Only one vendor possesses the unique and singular available ability to meet the Department's requirements

BW #	Current Provider	Program Name	BW # of Years	Yearly \$ Amount	TOTAL
BW08	Centro Hispano	Employment Services for Latinx population	5	183,183	915,915