



# Bid Waiver Form

Revised 04/2021

<b>Short Description of Goods/Services</b>	Inpatient psychiatric hospitalization	<b>Total Cost</b>	\$262,050 (total of 5 years)		
<b>Vendor Name</b>	Meriter Hospital, Inc.	<b>MUNIS #</b>	??	<b>Req #</b>	
<b>Purchasing Officer</b>	Pete Patten	<b>Date</b>	11/10/2021		
<b>Department</b>	Adult Community Services (AC	<b>Email</b>	whaley.hannah@countyofdane.com		
<b>Name</b>	Hannah Whaley	<b>Phone</b>	608-242-6484		

**\*A VENDOR QUOTE MUST BE ATTACHED TO THE WAIVER FOR APPROVAL\***

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

Contract #85335 - Programs #1284, #12658, #9195.

These programs provide payment for preauthorized, voluntary and involuntary, psychiatric inpatient hospital stays at the Mertier Hospital Psychiatric Unit. This contract pays per day of service and negotiates the rate directly with the hospital on an annual basis. Average length of stay under the contract is three (3) days. The County's Emergency Mental Health Services provider (under DHS 34), Journey Mental Health Center, is the only agency allowed to authorize a stay under this contract and does so using clinical judgment of the client's presentation. Journey Mental Health Center also oversees the stay and ensures authorizations do not exceed contracted amount of days.

**\*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:

All local hospitals are under contract for this service. If an RFP were to go out, there would likely be no response as local hospitals provide this service a fairly reduced rate. An RFP would also mean less ability for DCDHS to contract with each hospital and end up reducing local options for inpatient psychiatric stabilization. In turn, the County may see an increase in emergency detentions and unnecessary trips to Winnebago Mental Health Institute. Providing an opportunity to each of our local hospitals with psychiatric units a chance to contract with Dane County Department of Human Services is why we do not feel a competitive bidding process would be appropriate. Also, the strict prior authorization process further ensures justification for keeping this service outside of our normal RFP process.

## Bid Waiver Approval (For Purchasing Use Only)

Under \$37,000 (Controller)

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

Date Approved:

**\*Send to a Purchasing Officer Once Completed\***