



# Bid Waiver Form

Revised 04/2021

|  |  |                   |                                    |              |  |
|--|--|-------------------|------------------------------------|--------------|--|
| <b>Short Description of Goods/Services</b> | Youth Crisis Emergency Services<br>(Mental Health Crisis Services) | <b>Total Cost</b> | \$346,060<br>(1 year delay of RFP) |              |  |
| <b>Vendor Name</b>                         | Journey Mental Health Center                                       | <b>MUNIS #</b>    | 5152                               | <b>Req #</b> |  |
| <b>Purchasing Officer</b>                  | Pete Patten  | <b>Date</b>       | December 16, 2021                  |              |  |
| <b>Department</b>                          | Human Services   | <b>Email</b>      | wills.marykay@countyofdane.com     |              |  |
| <b>Name</b>                                | Marykay Wills  | <b>Phone</b>      | 608-242-6404                       |              |  |

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

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

Youth Crisis Emergency Services provides a 24-hour mental health crisis line for Dane County youth (children and youth age 4-18) and their caregivers. The program also provides assessment for Dane County children and youth who may qualify for an emergency detention under WI Chapter 51 statutes and monitoring of Ch 51 court orders for youth. Additionally, Youth Crisis Emergency Services provides mental health crisis stabilization services for Dane County children and youth, including provider training and support as described in DHS Chapter 34, Wisconsin Administrative Code. Staff in the program provide services via phone and in person depending on the need. Approximately 300 youth and their caregivers are served by this program annually.

Youth Crisis Emergency Services is the companion program to the Department's Mental Health Emergency Services program and is operated by the same vendor. The programs rely on the same staffing, work from the same crisis line and provide a very similar service overall.

**\*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:

This bid waiver seeks to align the RFPs for these two companion programs (Youth Crisis Emergency Services and Mental Health Emergency Services). The Youth Emergency Services Program is by far the smaller of the Department's two programs with an annual budget of \$346,060 compared to the current Adult Emergency Services contract of \$2,789,848. This bid waiver is proposed to delay the Youth Emergency Services RFP one year until 2023 to coordinate with the timing of scheduled adult Emergency Services RFP and provide continuity in both the RFP process and contracting. Additionally it is important to note that by 2023 the Department's Behavioral Health Division will be launched, providing the opportunity to review the scope of these important lifespan services.

## Bid Waiver Approval (For Purchasing Use Only)

Under \$37,000 (Controller)

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

Date Approved:

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