



Bid Waiver Form

Revised 01/2024

Short Description of Goods/Services	Case Mangement and Children's Support Subsidies	Total Cost	\$220,000 for five years		
Vendor Name	Family Support and Resource	MUNIS #	44346 35115	Req #	
Purchasing Officer	Pete Patten	Date	1/1/2023		
Department	Human Services - ACS	Email	bear@countyofdane.com		
Name	Monica Bear	Phone			

A VENDOR QUOTE MUST BE ATTACHED TO THE WAIVER FOR APPROVAL

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

Family Support and Resource Center (FSRC) provides on-going case management to children with disabilities and their families. Case Management is defined and service requirements delineated, starting on page 142 of the state's Children's Long Term Support (CLTS) manual which can be accessed at <https://www.dhs.wisconsin.gov/publications/p02256.pdf>

Dane County serves children with disabilities under two state programs, CLTS and the Children's Community Options Program (CCOP). CLTS is a Medicaid program with functional eligibility requirements. Some children meet the program's functional eligibility but are ineligible for Medicaid. They are eligible to receive services under the Children's Community Options Program (CCOP). FSRC provides case management to children in both programs.

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:

CLTS services are operated under an open network with the state requiring all CLTS services to be provided under a Third Party Administrator (TPA) contract. Under this arrangement, Dane County authorizes services and the state's third party administrator, currently WPS Insurance, pays FSRC for those services. The state has no CCOP third party administrator; counties pay CCOP vendors directly. Both TPA and POS case management services are paid at a unit x unit rate after services are rendered.

A child's eligibility between programs is fluid and subject to change. Case management definitions and requirements are the same for both programs as are the agency's unit rates. Maintaining the same case manager across programs as a child's eligibility changes, reduces bureaucratic burden and maintains continuity of services.

All CLTS/CCOP case management agencies have both a TPA and corresponding POS contract. No Disability Services case management provider has a POS contract without first meeting CLTS network criteria and having a TPA contract.

Bid Waiver Approval (For Purchasing Use Only)

Under \$44,000 (Controller)

\$44,000+ (Personnel & Finance Committee)

Date Approved:

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