



Bid Waiver Form

Revised 02/2023

Short Description of Goods/Services	Ballot Printing	Total Cost	\$520,000
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Vendor Name	Wisconsin Graphics, Ad Madison	MUNIS #	8864	Req #	
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Purchasing Officer	Megan Rogan	Date	August 18, 2023
Department	County Clerk	Email	anderson.patti@countyofdane.com
Name	Patti Anderson	Phone	608-266-0723

A VENDOR QUOTE MUST BE ATTACHED TO THE WAIVER FOR APPROVAL

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

Printing and delivery of all ballots and test ballots for the 2024 Election Cycle. This would be a one year extension of the current contract #13565C.

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:

Wisconsin Graphics/Ad Madison has had our contract to provide printing services for ballots for elections since 2019. With the upcoming 2024 Presidential Election cycle, it is our desire to continue to use Wisconsin Graphics/Ad Madison for ballot printing for 2024.

Considering our current election environment, it would be in our best interest to continue our partnership with Wisconsin Graphics/Ad Madison for printing of the ballots for the 2024 election cycle. Wisconsin Graphics/Ad Madison understands the election process, the importance of the accurate completion of their printing services, and the delivery procedures required.

Bid Waiver Approval (For Purchasing Use Only)

Under \$43,000 (Controller)

\$43,000+ (Personnel & Finance Committee)

Date Approved:

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