



Request for Waiver of Bid Procurement

I. Program Description and Current Operations

Date: 05/5/2017

Service or Goods to be Purchased: 1. System Administration Services
2. Database Conversion/On Call Technical Services

Estimated Expenditure Amount: 1. \$28,380 2. \$32,000
5 Year Est. Total 1. \$151,500 2. \$156,200

Vendor Name: Peterson Technology Group

Department: Airport

Name of Contact Person: Jay Jacobs

Name of Program: Airport Operations Database and Server

Requisition Number: TBD

- II. Chapter 25 of Dane County Ordinance codifies the County's purchasing and contracting process. Included in this chapter, 25.11(20) allows for exceptions to the competitive bidding process for a variety of reasons.

Below is a list of exceptions specified in the ordinance. Choose the one most appropriate to your request.

Emergency procurement

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

When unique and specific technical qualifications are required

When special adaptation for a special purpose is required

When a unique or opportune buying condition exists

- III. State your rationale for request for waiver. Please be specific.

This bid waiver request will apply to two distinct one year contracts, both with four one year extensions at the Airport's election, with Peterson Technology Group, one for the system administration services and one for the database conversion/on call services.

1. System Administration Services

Approximately five years ago Dane County Information Management (DCIM) approved the Airport to contract for the development and maintenance of a redundant server for Airport Operations purposes. This server is critical to the operation of the Airport and requires immediate attention in a server failure situation and DCIM was unable to provide the rapid response required. The Airport prepared an RFP and awarded the contract to Adtec Services now owned by Peterson Technology Group.

2. Database Conversion/On Call Technical Services

As part of that contract Adtec Services, now Peterson Technology Group, also provided services related to the databases used by operations, more specifically, they began a project to convert a database to a new software platform, SQL. This project is ongoing with completion anticipated this year. That database will also require updates and maintenance in

a timely manner. Both projects are extremely complex and must provide the Airport the required tools to comply with regulations and safety matters.

It is in the best interest of the Airport to continue the service with Petersen Technology Group, a company that has mastered the unique requirements of the Airport and assisted in the creation of the products and can provide the necessary response time. The database contract would be time and materials based while the system contract has a fixed rate and an hourly rate for work outside the base service. Funds are available in the 2017 budget and will be charged to AIRADMIN 47887.