



Request for Waiver of Bid Procurement

I. Program Description and Current Operations

Date: February 18, 2016

Service or Goods to be Purchased: Backup Generation Service

Estimated Expenditure Amount: Varies with Electrical Usage

Vendor Name: Madison Gas & Electric Company

Department: Airport

Name of Contact Person: Bill LeGore or Kim Jones

Name of Program: Backup Generator

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.

Madison Gas and Electric Company (MG & E) has provided backup generation service to the Airport pursuant to purchase agreements since 1999. Service is provided by a 900 KW Cummins generator placed at the Airport. This generator provides backup service in the event of a power failure and allows the Airport to continue to function in a safe and secure manner. MG & E maintains the generator system and all connections and mounting hardware, including replacement of the supporting floor for the generator. The system is also connected to the power grid to allow for seamless transition to the backup service. Airport staff evaluated the options and determined that continuing the existing agreement is in the best interest of the Airport. The extremely large and heavy generator is already installed and does not require resources to remove or subsequently replace the equipment and there are no lapses in backup protection. Continuation of the agreement provides the best opportunity to meet the requirements of the Airport. Payment for this service is accomplished by a surcharge currently at .09863 per KW per day included in each monthly MG & E invoice. The total paid for these services in 2015 was \$29,207. Execution of this document locks the price for the five year term of the agreement. Funds for this agreement are available in the approved 2016 budget.