



Request for Waiver of Bid Procurement

I. Program Description and Current Operations

Date: November 17, 2015

Service or Goods to be Purchased: Purchase of additional "attic stock" of floor tile for main terminal building flooring.

Estimated Expenditure Amount: \$37,024.50

Vendor Name: Sergenian's Floor Coverings

Department: Airport

Name of Contact Person: William LeGore

Name of Program: Airport Terminal

Requisition Number:

- 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.

The color and style of the ceramic floor tile which is installed throughout the main lobby areas of the Airport Terminal Building has been discontinued by the manufacturer. The Airport has an opportunity to purchase additional quantities of this tile while these materials are still available. The "attic stock" tile will be purchased from Sergenian's Floor Coverings, the subcontractor that originally installed the tile in 2006. The 2015 budget has funds available in account AIRTERM 57219 for this tile purchase. We request approval to purchase the attic stock tile from Sergenian's Floor Coverings.