



Bid Waiver Form

Revised 04/2021

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|--|---------------------------------|-------------------|--|------------------|
| Short Description of Goods/Services | Medication for Vending Machines | Total Cost | \$500,000.00 (\$100,000 per year for five years) | |
| Vendor Name | Meriter Hospital Inc | MUNIS # | 5164 | Req # 915 |
| Purchasing Officer | Carolyn Clow | Date | June 8, 2021 | |
| Department | Emergency Management | Email | kelley.denise@countyofdane.com | |
| Name | Carrie Meier/Denise Kelley | Phone | 608-261-9793 | |

A VENDOR QUOTE MUST BE ATTACHED TO THE WAIVER FOR APPROVAL

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

Dane County Emergency Management purchases medications to supply the Medicine Vending Machines located throughout the County. Medication is purchased by the local EMS Agencies to supply their needs. Dane County Emergency Management bills each EMS Agency monthly for the cost of the medications purchased through the machines.

This program was created to assist the agencies in purchasing a couple of medications at a time and to reduce the amount of wasted doses. Many medications are only sold in bulk and at a high cost.

Previously, EMS Agencies were purchasing their medications independently. For many of our agencies this increased the amount of waste due to challenges with quantities required for purchasing. This challenge along with medications expiring created a loss that we found to be preventable if we worked together to do group purchasing. Prior to this program our EMS agencies also needed to restock their ambulances from their stations. This could prevent the ambulance from being ready to respond during their commute back to the municipality. Now with the use of the vending machines at each hospital they are able to restock prior to returning which allows them to be available for additional calls.

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:

Meriter Hospital has been the sole hospital pharmacy working with our EMS agencies to provide medications for purchase for over 10 years. This arrangement is just centralizing this purchasing through the County. This partnership with Meriter has worked well to allow for quick turn around with ordering and stocking the vending machines in a timely manner to allow EMS the needed medications and to always remain in a state of readiness. A doctor's medical license is required to purchase the medications so Meriter is providing the physician prescription services needed to fulfill these orders and to allow the machines to be restocked.

Inquiries were made to the other hospital pharmacies through the EMS liaisons and the other hospitals had no interest in providing this service.

Bid Waiver Approval (For Purchasing Use Only)

Under \$37,000 (Controller)

\$37,000+ (Personnel & Finance Committee)

Date Approved:

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