



Bid Waiver Form

Short Description of Goods/Services	Transgender Health Advocate
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Date	February 24, 2020
Department	Human Services
Name	Beth Freeman
Email	freeman.beth@countyofdane.com
Phone	242.6448
Purchasing Agent	Carolyn Clow

Vendor Name	OutReach, Inc
Vendor MUNIS #	5933
Requisition #	
Requisition Year	2021 - 2025
Total Cost	\$ 103,000 - estimated 5-year cost; 2020 cost - \$20,600
Vendor Quote Attached	<input type="checkbox"/> Yes – Quote is required to be attached.

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

OutReach, Inc provides outreach services for transgender and gender non-conforming individuals to improve access to quality health care. This service includes public education about transgender health care issues and support to those pursuing gender altering health care services.



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Procurement Exception List	
<input type="checkbox"/>	Emergency Procurement
<input type="checkbox"/>	Only one vendor possesses the unique and singularly available ability to meet the Department's requirements
<input checked="" type="checkbox"/>	Unique and specific technical qualifications are required
<input type="checkbox"/>	A special adaptation for a special purpose is required
<input type="checkbox"/>	A unique or opportune buying condition exists

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 chosen:

OutReach, Inc. is a unique provider in that it is the only contract Dane County Department of Human Services has focused on providing outreach and support to transgender and gender non-conforming individuals seeking improved access to quality health care. OutReach, Inc is the only known provider to provide services to this group of individuals with the goal of ensuring they are aware of and have access to those supports and medical care that will allow them to live as independently as possible in the community.

HHNC reviewed the bid waiver on 3/12/2020 and raised no concerns.

Bid Waiver Approval (Purchasing Use Only)

Under \$36,000 Controller Approval	Date
\$36,000 or over Personnel & Finance Committee Approval	Date