



Bid Waiver Form

Short Description of Goods/Services	Emergency overnight shelter for women and families experiencing homelessness and case management supports.
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Date	1/23/2020
Department	Human Services
Name	Casey Becker
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Phone	608-283-1446
Purchasing Agent	Carolyn Clow

Vendor Name	The Salvation Army
Vendor MUNIS #	7855
Requisition #	
Requisition Year	2021 - 2025
Total Cost	\$ 4,156,860 - estimated 5-year cost; 2020 cost -\$831,372
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:

The provision of emergency overnight shelter for women over the age of 18 and families with children. Services must include the provision of appropriate overnight shelter for guests with access to basic needs services such as showers, meals, and direct emergency assistance. Services must also include case management to assist shelter guests with goals related to obtaining safe, permanent housing, with connections to community resources (housing, employment and training, economic assistance benefits, health insurance, behavioral health resources, legal assistance, etc.), advocacy on behalf of the client, and assistance with goal setting. For individuals and families who are new to the shelter system, case management will include diversion services intended to help individuals and families under risk of homelessness identify safe, non-shelter housing alternatives until permanent housing can be located.



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Procurement Exception List	
<input type="checkbox"/>	Emergency Procurement
<input checked="" type="checkbox"/>	Only one vendor possesses the unique and singularly available ability to meet the Department's requirements
<input 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:
<p>In this program area, the existing vendor is the only vendor known at this time that possesses the unique and singular ability to meet the Department's requirements. This is the case due to two major factors:</p> <ol style="list-style-type: none"> 1. The Salvation Army is the only provider of emergency overnight shelter for families and for women over the age of 18 able to serve a sizable portion of the populations experiencing homelessness in these target groups. To staff's knowledge, no other agency is interested in providing this service that would also have the facilities/institutional capacity necessary to provide the service pursuant to the Homeless Services Consortiums' written standards for shelter provision. 2. The provider owns the facility it is currently operating its shelter programs in. In addition, the provider has plans to redevelop its existing facilities to create a purpose-built shelter that will be able to serve more guests. \$1.3 million in capital funds for a portion of this project (development of affordable housing units) was approved in the 2020 County Budget.

Bid Waiver Approval (Purchasing Use Only)

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