



## Request for Waiver of Bid Procurement

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**Chapter 25 of Dane County Ordinance codifies the County’s purchasing and contracting process. Included in this Chapter, 25.08(18) allows for exceptions to the competitive bidding process for a variety of reasons.**

<b>Vendor Name</b>	Seiler Instruments	<b>Vendor MUNIS #</b>	13684
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<b>Req #</b>	1160	<b>Year</b>	2018	<b>Total Cost</b>	\$49,320.15
<b>Vendor Quote Attached To This Waiver:</b>				<input checked="" type="checkbox"/> <b>Yes</b>	

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

Land & Water Resources is requesting permission to purchase Trimble surveying equipment, software, and warranties for field-related surveying activities from Seiler Instrument and Manufacturing Company (Seiler).

We are proposing to purchase a “Trimble S7” robotic total station. This is a survey instrument that allows the operator to control the instrument from a distance via remote control.

In addition to the Robotic Total Station we are also proposing to purchase two “Trimble T10” data collector tablets. One will work with the robotic total station and the other will replace our current “Trimble TSC3” data collector. These data collector tablets come equipped with the Windows 10 operating system and “Trimble Access” software which is necessary to operate the robotic total station and our current “Trimble R6” GPS unit.

**Provide a detailed explanation as to why these goods/services are needed:**

Increased demand for services from the LWRD is requiring the department to find new efficiencies in our work. LWRD staff has been using a survey grade GPS for most survey work but it cannot be used in situations such as surveying next to buildings, inside buildings, or under a tree canopy. Additionally the GPS is dependent on a wireless internet (cellular) connection and there are several areas in the north and western parts of the county where a cellular connection to the internet is not reliable.

When the GPS cannot be used LWRD staff have been using a total station owned by the US Department of Agriculture Natural Resource Conservation Service. This instrument is 10 to 15 years old and requires two people to operate. A new robotic total station will greatly increase the accuracy of surveys and efficiency by staff. This includes all survey functions such as collection topographic information, layout of construction projects, and as-built survey.

The new robotic total station will work in tandem with the current GPS and will allow for extremely efficient collection of survey data on complex sites such as barnyards where surveying with either a



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GPS or a Total Station alone is cumbersome and time consuming.

The new robotic total station can also be used as a standalone device. This will help reduce the growing in-house demand on our survey grade GPS, and provide redundancy in the event that one piece of equipment is in need of repair. Additionally the new robotic total station will have the ability to measure specific points remotely such as roof lines for barnyard gutter installation which we currently do not have the capability to do.

The purchase of a new robotic total station will allow the LWRD to provide better customer service in a more timely manner while reducing conflicting use of equipment internally and by utilizing less staff time on a wide variety of projects.

**Choose the most appropriate exception that applies to your request:**

### Procurement Exception List

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

**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:**

The proprietary features of this equipment will allow the county to replace and upgrade older equipment while remaining compatible with existing inventory of survey equipment and software. Three years ago a Trimble survey grade GPS, data collector, and survey software were purchased by the Land & Water Resources Department. The purchase of a Trimble robotic total station is necessary to continue for this equipment to be put to its highest use.

Using surveying equipment from other manufacturers would require additional training of staff making it difficult to provide support for multiple systems. Also, selecting alternate equipment would be incompatible with existing equipment (Trimble R6 GPS antenna) and software (Trimble Access) currently being used within the Department.

The Trimble equipment being requested is currently being used by WI DOT and NRCS. This equipment will allow us to easily share data and provide consistent results among these agencies. Lastly, due to consistent platforms with partnering agencies, it will allow us to learn and troubleshoot issues together.



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Competitive bids cannot be obtained from multiple Trimble vendors because Trimble assigns vendors to service specific areas and does not allow competition between their vendors within those specific areas.

### Bid Waiver Approval Signature

Approved by:	Date