



Bid Waiver Form

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| Short Description of Goods/Services | ECI Connector Services |
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|-------------------------|--|
| Date | January 23, 2020 |
| Department | Dane County Department of Human Services |
| Name | Ron Chance |
| Email | chance@countyofdane.com |
| Phone | 6083588798 |
| Purchasing Agent | Carolyn Clow |

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|------------------------------|--|
| Vendor Name | Children's Service Society of Wisconsin |
| Vendor MUNIS # | 4799 |
| Requisition # | |
| Requisition Year | 2021-2025 |
| Total Cost | \$ 184,405 - estimated 5 year cost. |
| 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 Connector position informs referral sources and families about what programs are available to them and makes referrals to home visitation (HV) programs as appropriate. The Connector ensures that families enrolled in HV programs are addressing their housing, education and employment needs. The Connector will track families aging out of programs to facilitate transitions to other HV programs. As a single point of contact the Connector will manage the flow of referrals in the Early Childhood Zone, monitor the connections of client families to available resources within the partner programs, coordinate collaborative meetings, and track outcome metrics.



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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 type="checkbox"/> | Unique and specific technical qualifications are required |
| <input type="checkbox"/> | A special adaptation for a special purpose is required |
| <input checked="" 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:

The Connector Services Program is jointly funded by Dane County Human Services and the United Way of Dane County splitting the cost of this service 50/50 or at \$36,881 each for a total funding package of \$73,762 per year. A rebid of this contract would be potentially disruptive to this collaboration if a separate vendor was awarded the 50% of this contract. To maintain this collaboration and consistency of effort it is requested that this bid waiver be approved.

Bid Waiver Approval (Purchasing Use Only)

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