

**2017**  
**Request for Waiver of Bid Procurement**

I. Program Description and Current Operations:

Name of Service Provider currently under contract: *RSVP of Dane County, Inc.*

Name of Contract Manager: *Transportation Coordinator - Vacant*

Division: *Department of Human Services / Adult Community Services*

Current Contract Total: *\$334,179 (includes mileage reimbursement for volunteer drivers)*

Name of Program (program description): *Volunteer Driver – Driver Escort Program*

*The Driver Escort Program has several hundred active volunteer drivers who provide rides to and from medical appointments for older adults throughout Dane County and who deliver home delivered meals to homebound older adults who live outside the Madison/Middleton/ Monona area. In 2015, RSVP volunteer drivers provided 16,915 one-way medical trips for 1,148 older adults. Volunteers delivered 71,500 meals and drove more than 389,000 miles. 649 different people volunteered in this program in 2015.*

*RSVP staff recruit the volunteers, receive and schedule ride requests, manage mileage reimbursement, maintain insurance coverage and arrange volunteer recognition activities including an annual luncheon. RSVP staff work closely with rural focal point agencies to assure that sufficient volunteer drivers are available to deliver meals daily, Monday through Friday, throughout the year.*

II. Chapter 25 of Dane County Ordinance codifies the County's purchasing and contracting process. Included in this chapter, 25.11(20) allows for exceptions to the competitive bidding process for a variety of reasons.

Existing vendors possess the unique and are singularly available ability to meet the Department's requirements

III. State your rationale for request for waiver. Please be specific.

*The waiver is being requested because RSVP of Dane County, Inc. has the unique ability to consistently attract and maintain a large corps of volunteers. Maintaining this large corps of volunteers is essential to getting older adults the home delivered meals and rides to medical appointments they need. Older adults will face significant health and nutritional risk if the pool of volunteers is not adequate. The waiver request is based on the belief that no other provider would be able to seamlessly assume these daily responsibilities at a cost of less than \$1.00 per mile.*