



Request for Waiver of Bid Procurement

I. Program Description and Current Operations

Date: 10/24/14

Service or Goods to be Purchased: Court appointed special advocate services

Estimated Expenditure Amount: \$52,852

Vendor Name: Dane County CASA, Inc.

Department: Clerk of Court

Name of Contact Person: Kerry Widish

Name of Program: Juvenile Court

Requisition Number:

- 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.

Below is a list of exceptions specified in the ordinance. Choose the one most appropriate to your request.

Emergency procurement

Only one vendor possesses the unique and singularly available ability to meet the Department's requirements

When unique and specific technical qualifications are required

When special adaptation for a special purpose is required

When a unique or opportune buying condition exists

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

Dane County CASA, Inc. provides Court Appointed Special Advocate (CASA) volunteers to children (18 years or under) who are under the authority of the Dane County Courts due to situations of substantiated abuse and/or neglect. Dane County CASA, Inc. interviews, performs background checks on, and selects CASA volunteers who are appropriate for this role. Dane County CASA trains and performs continuing education to its CASA volunteers, oversee CASA volunteers' work on and involvement in their cases, and provides continual professional support to CASA volunteers for the duration of their assignment on a case.