



Bid Waiver Form

Revised 02/2020

Short Description of Goods/Services	Development of online learning tools and resources to support caregivers so they can help persons with dementia and/or Intellectual Disabilities/Developmental Disabilities to stabilize in place when experiencing a behavioral crisis.
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Date	1.26.21
Department	Human Services – Adult Community Services
Name	Beth Freeman
Email	Freeman.beth@countyofdane.com
Phone	608.242.6448
Purchasing Officer	Carolyn Clow

Vendor Name	Employment Resources Inc.
Vendor MUNIS #	2442
Requisition #	
Requisition Year	2021
Total Cost	\$ 56,160

A VENDOR QUOTE MUST BE ATTACHED TO THE WAIVER FOR APPROVAL

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

The Collaborative Stabilization Coalition (CSC) of Greater Dane County offers free online training to direct caregivers of people living with dementia and intellectual/development disabilities (I/DD) with focus on crisis prevention and person-centered planning. Due to COVID-19, the face-to-face training format was changed to virtual instructor-led trainings using Zoom.

The CSC team would work with ERI to achieve the following training goals:

1. Provide training and technical assistance to CSC presenters on adapting training content for use in virtual online trainings using Zoom, managing live, virtual events and engaging learners in a virtual environment.
2. Develop a cohesive design for training materials (powerpoints, handouts, etc.) and update materials to incorporate these new design standards.
3. Build individual asynchronous – self-paced, online – versions of the CSC trainings to expand training opportunities, increase learner access, and facilitate training sustainability.



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Procurement Exception List (place an "X" next to any that apply)	
	Emergency Procurement
X	Only one vendor possesses the unique and singularly available ability to meet the Department's requirements
	Unique and specific technical qualifications are required
	A special adaptation for a special purpose is required
	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:

Employment Resources, Inc. (ERI) is a private, nonprofit organization located in Madison, Wisconsin. ERI provides a variety of services throughout Wisconsin and beyond. Since 1990, their mission is to practice and promote innovative services to advance employment opportunities, support personal choices, and enhance the well-being of people with disabilities.

ERI provides services and training advancing the employment goals of people with disabilities. Their services include employment and benefits counseling services to people with disabilities who are considering or pursuing employment. **ERI also offers consultation, training and technical assistance to employers, human service professionals, disability advocates, government agencies and the public regarding disability and employment.**

Because of the agency's level of experience as well as their familiarity with the population designed to be supported, ERI, Inc is a uniquely qualified provider to meet the goals of the CSC project and within the timeframe needed.

ERI, Inc has confirmed it can create the necessary materials and learning platforms to support the CSC training efforts from 1.1.21 – 6.30.21. The funding for this work comes through a Department of Health Services Innovation grant and ends as of 6.30.21.

Bid Waiver Approval (Purchasing Use Only)

Under \$37,000 Controller Approval	Date

\$37,000 or over Personnel & Finance Committee Approval Date	