

2019
Request for Waiver of Bid Procurement

I. Program Description and Current Operations:

Name of Service Provider currently under contract: Northwoods Consulting Partners, Inc.
Name of Contract Manager: Bill Hanna
Division: Fiscal and Management Services
Current Contract Total: \$88,287
Name of Program (program description): Child Protective Services Software

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.

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

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

The Northwoods Compass Pilot and CoPilot software is used by 84 child protective services staff to document case information. Dane County has made a significant investment both in payments to the vendor and in staff time. The implementation cost for Northwoods in late 2013 through mid-2014 was over \$770,000. Since implementation, Dane County has paid a little more than \$1,000 per license per year (~\$85,000/year) for software maintenance and support. In addition, staff spent significant time modifying workflow and the software to meet the needs of Dane County. This waiver request would be for an additional five years of software maintenance and support. If the waiver is not approved and a new RFP is required Dane County will likely incur significant costs for implementing a new software system and a major disruption to the work being completed by its social workers.

The State of Wisconsin Department of Children and Families (DCF) have announced that it plans to modernize its state automated child welfare system over the next few years. DCF has plans to implement mobile solutions and document management features in its redesign. This modernization will take several years. Maintaining a contract with Northwoods for the next five years will allow Dane County to continue its current practices and put the County in the position to issue a new RFP after State changes are made, if a new RFP is needed at all.