



## Bid Waiver Form

<b>Short Description of Goods/Services</b>	Native Plants for the Annual Plant Dane Program
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<b>Date</b>	8/20/19
<b>Department</b>	Land & Water Resources
<b>Name</b>	Janet Crary
<b>Email</b>	crary@countyofdane.com
<b>Phone</b>	608-224-3757
<b>Purchasing Agent</b>	Pete Patten

<b>Vendor Name</b>	Agrecol LLC
<b>Vendor MUNIS #</b>	178
<b>Requisition #</b>	FY 2020 not open yet
<b>Requisition Year</b>	2020
<b>Total Cost</b>	\$ 45,000 annually
<b>Vendor Quote Attached</b>	<input type="checkbox"/> Yes – Quote is required to be attached.

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

Provide native plants to schools, non-profit organizations, municipalities and residents of Dane County for a greatly reduced price on an annual basis via the Plant Dane Native Plant Cost-Share Program, run by the Madison Area Stormwater Partnership. This program encourages the use of native plant gardening and rain gardens to capture stormwater runoff.



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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:**

Agrecol LLC has offered to continue providing the plants if Dane County will collect the funds from the sales via our website. Orders are to be collected February through March and the total of the sales will be paid to Agrecol LLC. No other area vendor has the ability to meet this volume, timeline and price. Agrecol is the only vendor that has the ability and is willing to sort and package plants for smaller individual sales while providing them at a reduced price for this program.

The program has been very popular and has grown due to the user friendly prices and packaging options available. 2019 sales totaled \$34,800 with an additional \$2,500 in donated plants for schools and non-profit organizations. 2018 sales totaled \$24,400.

### Bid Waiver Approval (Purchasing Use Only)

<b>Under \$36,000</b>	
<b>Controller Approval</b>	<b>Date</b>
<b>\$36,000 or over</b>	
<b>Personnel &amp; Finance Committee Approval</b>	<b>Date</b>