



# Bid Waiver Form

Revised 02/2020

<b>Short Description of Goods/Services</b>	Domestic abuse intervention services including crisis case management, 24/7 hotline, legal advocacy, and hotel vouchers.
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<b>Date</b>	January 20, 2021
<b>Department</b>	Adult Community Services (ACS)
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<b>Vendor Name</b>	Domestic Abuse Intervention Services
<b>Vendor MUNIS #</b>	2172
<b>Requisition #</b>	
<b>Requisition Year</b>	2022-2026
<b>Total Cost</b>	\$310,905.00 (year one), up to \$1,600,000 (five years)

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

The Domestic Abuse Intervention Services (DAIS) contract purchases crisis intervention services, legal advocacy and defense resources, and crisis housing in the form of hotel vouchers. DAIS provides a unique service for victims of domestic abuse in Dane County. The ultimate goal for these services is to increase safety for victims of domestic abuse; to reduce the risk of physical and emotional harm to victims of domestic abuse through safety planning, support, information and referrals, and advocacy for victims.

Crisis intervention services include a 24/7 domestic abuse hotline as well as crisis case management. Help line services are provided to all persons in search of ways to assist and advocate for victims of domestic abuse and their children. This also includes initial and ongoing training and supervision of staff and volunteers providing service on the help line. The Crisis Case Management service provides emotional support, safety planning, resource navigation, and housing advocacy case management to both residential and community clients who have been victims of domestic violence and are in crisis, including with those accepted or denied from the shelter's waitlist. The services aim to collaborate with other organizations to meet the needs of the client by meeting one-on-one with an assigned case manager on a continual basis. Community clients will complete a needs assessment with their assigned case manager and develop strength-based goals for that individual's identified needs.



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The DAIS Legal Services staff respond to requests from victims of domestic abuse about legal matters. The Legal Services staff may meet with victims in person to discuss safety planning, legal options, or to assist the victim completing court related paperwork. The Legal Services staff can accompany victims to court for civil or criminal hearings or other matters. The Legal Services staff can attend, with victims, other appointments with other legal service providers. The Legal Services staff's role with the victim in all of these settings is one of support and advocacy rather than legal representation. The Legal Services staff also attends community meetings related to direct service issues of victims of abuse. Legal Services staff may also provide consultation to community members in order to share information with those who may be in contact with a victim of domestic abuse.

Hotel vouchers are provided as part of this contract when victims of domestic abuse are unable to access the shelter or other safe setting. Hotel vouchers are provided under the following circumstances: DAIS shelter is at capacity, male victims of intimate partner violence and when the individual is approved for shelter but is unable to tolerate the shelter environment. Hotel vouchers are offered one week at a time. The service includes a hotel breakfast and transportation.



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

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:
<p>There are no other domestic abuse agencies that would be capable of providing shelter care, legal advocacy, crisis case management and a 24/7 hotline in Dane County. Since 1977, DAIS has worked to ensure the safety and well-being of domestic violence survivors and their families, and to change societal attitudes that perpetuate violence and the abuse of power. DAIS is well known in the community as the definitive resource for all things related to domestic violence.</p> <p>DAIS is a consortium contract – the Department purchases the service in partnership with other sources such as the City of Madison, other counties, the United Way, etc. and the funding partners are not interested in bidding the contract and the Department cannot purchase the same service with its funds alone.</p>

## Bid Waiver Approval (Purchasing Use Only)

<b>Under \$37,000 Controller Approval</b>	<b>Date</b>
<b>\$37,000 or over Personnel &amp; Finance Committee Approval Date</b>	