



Bid Waiver Form

Revised 02/2023

Short Description of Goods/Services	Portable Transformers for Outdoor Exhibitors/Vendors	Total Cost	\$167,832		
Vendor Name	Staff Electric	MUNIS #	12310	Req #	2746
Purchasing Officer	Pete Patten	Date	November 3, 2023		
Department	Alliant Energy Center	Email	heffron.adam@alliantenergycenter.com		
Name	Adam Heffron	Phone	267-3982		

A VENDOR QUOTE MUST BE ATTACHED TO THE WAIVER FOR APPROVAL

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

The Alliant Energy Center (AEC) campus is used in many ways by different shows. Temporary outdoor power for food vendors and other exhibitors is a regular request. At times, this power is needed in locations where permanent power is not available.

Currently, the AEC rents transformers when they are needed by exhibitors for outdoor power. The rented units are costly and do not come with the specific variation of outlets needed for safe and efficient provision of electrical service to shows and exhibitors. AEC electricians then need to spend a lot of time modifying the rented transformers to ensure they will be functional to provide service as needed on campus.

Additionally, there have been times when needed outdoor transformers are not available in the marketplace and the AEC is unable to rent the transformers to shows and exhibitors. In these cases, the AEC had to forego rental revenue and shows and exhibitors had to forego the power requested in particular locations.

Send to a Purchasing Officer Once Completed



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Procurement Exception List

- Emergency Procurement
- Unique and specific technical qualifications are required
- A special adaptation for a special purpose is required
- A unique or opportune buying condition exists
- Only one vendor possesses the unique and singularly available ability to meet the Department's requirements

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(s) chosen:

Staff Electric provides contracted electrical service to the AEC as part of a multi-year contract. The electricians at Staff are regularly involved in the day-to-day operations of the AEC and have intimate knowledge about the needs of the venue. They have been involved in setting up temporary transformers to meet the needs of shows and exhibitors. As a result of this working relationship, the project manager at Staff Electric has been able to design a template for a skid mounted temporary transformer that will meet the needs of the AEC, This transformer is a custom design, not commercially available, so it cannot be procured on the open market or through bidding.

Staff Electric can arrange to have the transformers built in a controlled environment in their prefabrication shop in Wisconsin, skid mounted and delivered to the AEC prior to the next show season in April 2024.

Once the AEC purchases the transformers from Staff Electric, the AEC will avoid rental fees and associated concerns with improper equipment. The new units will have a 3 year payback and an expected lifespan of 10 years.

Bid Waiver Approval (For Purchasing Use Only)

Under \$43,000 (Controller)

\$43,000+ (Personnel & Finance Committee)

Date Approved:

Send to a Purchasing Officer Once Completed



Quality | Integrity | Experience

Alliant Energy Center
1919 Alliant Energy Center Way
Madison, WI 53713

- ⚡ Electrical Contractors
- 🔧 Technology Solutions
- 🔧 Design/Build Specialists

BID# 2022-02187R2
November 2, 2023

ATTN: Adam Heffron

RE: Alliant Energy Center
Transformer

We are pleased to submit our proposal for this project, detailed as follows:

Scope Of Work:

	Total	=	\$ 167,832.00
	Skid/Cage Cost	=	\$ 14,286.00
PDU Material and Labor Cost	=	\$ 153,546.00	

The following proposal reflects cost impacts for providing material, labor, and subcontractor to build (Qty. 6) transformer Power Distribution Skid to match existing.

Includes:

- Straight time labor
- Transformer skid/cage with fork pockets
- Transformer
- Panels
- Outlets to match existing skids.

Clarification:

- Proposal is valid for 60 days.

Please feel free to contact me if you have any questions or require additional information.

Sincerely,
STAFF ELECTRIC CO., INC.

Jim Hynes

Project Manager
Jim Hynes
JH:jb