



Bid Waiver Form

Revised 02/2023

Short Description of Goods/Services	Planned Service Agreement	Total Cost	\$502,195
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Vendor Name	Johnson Controls	MUNIS #	3925	Req #	
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Purchasing Officer	Megan Rogan	Date	5/23/23
Department	Airport	Email	pearcy.jason@msnairport.com
Name	Jason Percy	Phone	608-241-1064

A VENDOR QUOTE MUST BE ATTACHED TO THE WAIVER FOR APPROVAL

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

The access control and video system installed at the Airport is proprietary and currently maintained by Johnson Controls Inc. (JCI).

Only JCI technicians may service and maintain P2000/CCure equipment, therefore, only JCI possesses the unique ability to meet these service and maintenance requirements.

We are looking for a renewal of a five year maintenance agreement. This renewal will ensure that we will continue to receive maintenance, provided by technicians who possess the unique and specific technical qualifications required to service these systems.

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:

The access control and video system installed at the Airport is proprietary and currently maintained by Johnson Controls Inc. (JCI). It is necessary to incorporate the access control and video systems components into a single, fully integrated system for security purposes and efficiency. This requires that the entire system may only be accessed and serviced by Johnson Controls. A proposal for on-going preventive maintenance and planned service is attached. In 2013 the Airport was required to release an RFP for these services to confirm the proprietary nature and sole source requirements for this system. JCI was the only respondent and the system continues to be proprietary and require JCI to perform any work on the system. The Airport requests approval of the bid waiver for this contract. Funds for this work are available in the approved 2023 budget in the AIRADMIN 32329 account.

Bid Waiver Approval (For Purchasing Use Only)

Under \$43,000 (Controller)

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

Date Approved:

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