



# Bid Waiver Form

Revised 01/2024

<b>Short Description of Goods/Services</b>	Native Plants for the 2025 Plant Dane Program	<b>Total Cost</b>	\$100,000		
<b>Vendor Name</b>	Agrecol LLC	<b>MUNIS #</b>	178	<b>Req #</b>	317
<b>Purchasing Officer</b>	Hazel Schuster	<b>Date</b>	11/25/2024		
<b>Department</b>	Land & Water Resources	<b>Email</b>	herfel.ian@danecounty.gov		
<b>Name</b>	Ian Herfel	<b>Phone</b>	608-224-3730		

**\*A VENDOR QUOTE MUST BE ATTACHED TO THE WAIVER FOR APPROVAL\***

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

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

**\*Send to a Purchasing Officer Once Completed\***



# Bid Waiver Form

Revised 01/2024

## 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:

In the past, all sales and the purchase of the plants were done by a non-profit organization. This group no longer participates in the plant sale.

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 LLC will sort and package plants plus provide them at a reduced price for this program.

2024 sales totaled \$100,000. 2023 sales totaled \$81,000.

## Bid Waiver Approval (For Purchasing Use Only)

Under \$44,000 (Controller)

\$44,000+ (Personnel & Finance Committee)

Date Approved:

**\*Send to a Purchasing Officer Once Completed\***