

Waiver for Non-Competitive Procurement

NOTE TO PREPARER

The purpose of this form is solely for the department to justify why the requested purchase, over \$5,000, is not being competitively quoted or bid. Use of this form is required for all piggyback purchases, regardless of purchase amount. Electronic approval of the accompanying requisition by the Procurement Manager indicates only agreement as to the reasonableness of the specified selection method justified herein; it is not authority to make the purchase.

All contracts must route through the City's Contract Coordinator – and should not be signed by the vendor or any City staff prior to routing.

This form is not required if purchase is for: 1) Inter-Local Agreement between City and other agency, 2) Utilities (including Ethernet obtained through GRUcom), or 3) Legal Services.

SELECT ONE OF THE FOLLOWING CHOICES:

Initial MOSS Revised MOSS (reason(s) for revision):

INITIAL MOSS AMOUNT: \$375,000

AMOUNT IS FOR PERIOD OF: 2 years (i.e., 1 yr, 3 yrs, etc. – this should match the contract, especially if multi-year)

AMOUNT OF REVISED MOSS:

No Change from Initial MOSS Increase of: Decrease of: \$

REVISED MOSS TOTAL (Initial MOSS amount +Increase/Decrease amount): \$

DEPARTMENT/DIVISION: GCRA

PROJECT MANAGER: David Roque EXTENSION:

PURCHASE TYPE:

One-Time, Single Purchase FY Blanket Dates: Contract/Project Dates: 5/4/23 / 9/30/25

COMMISSION APPROVAL REQUIRED (OVER \$100K): No, per Procurement Policy # Yes, date: 05/04/2023

*SUPPLIER NAME: CHW

*SUPPLIER #: SUP-000005

*Note: supplier setup must be fully completed (approved) within Workday before submitting "MOSS" Requisition Type.

Select one of the following choices:

Other Agency (1) Professional Services Continuing Contracts Sole Source (2) Specified Source (2)

Note: For an Emergency Purchase complete the stand-alone Emergency Purchase Request form and upload it to the Emergency Requisition in Workday

(1) Attach required documentation (ITB, Bid Record, Awarded Response, Complete Contract, and an executed "bridge agreement" or email from legal if bridge agreement is not required, etc.)

(2) Refer to respective Procurement Policy for more information. Written detailed justification is required for these selections (please be specific): The consulting firm CHW is on the City's continuing engineering services contract and they are currently conducting environmental analysis and engineering services for the Eastside Health and Economic Development Initiative (EHEDI) which is comprised of an Urgent Care Center (an initiative led by the City of Gainesville in partnership with Alachua County and UF Health-Shands). In addition to the Urgent Care Center, the EHEDI site will also contain an RTS Transfer Hub. Additional uses for this site include housing, a food hub, additional health care services and community resource paramedic facility. In addition to the EHEDI, additional projects are underway focusing on East Gainesville that require simultaneous planning with the EHEDI: 8th Avenue & Waldo Road, Cultural Arts Center, and the Power District Project.

Considering CHW's existing work on the EHEDI project, and their unique in-house services to include project management, construction engineering and inspections (CEI), transportation planning, landscape architecture and design, permitting, surveying and public input process, they are best suited to provide project management services to the City Manager's Office for the aforementioned projects. As project manager, CHW will oversee consultants, contractors, construction management, and coordinate public input opportunities for all of the projects that impact East Gainesville that need simultaneous design, planning and implementation. A sole project manager with this breadth of experience will also ensure proper coordination with a variety of internal and external stakeholders.

Certification/Statement of Need:

10/2021

The **Project Manager** (named above) hereby certifies, through submission of this form with the requisition, that this proposed waiver of non-competitive procurement is based upon an objective review of the required product/service and appears to be in the best interest of the City. I know of no conflict of interest on my part or personal involvement in any way with this request or entity selected. No gratuities, favors or compromising action have taken place. Neither has my personal familiarity with particular brands, types of equipment, materials or firms been a deciding influence on my request to waive competitive bidding on this purchase if other suppliers are known to exist.