



ARAPAHOE COUNTY
COLORADO'S FIRST

WAIVER PER PURCHASING POLICIES

WAIVER OF SOLICITATION <input type="checkbox"/>	WAIVER OF QUOTE <input type="checkbox"/>
SELECT SOURCE <input checked="" type="checkbox"/>	FOR INFORMATION ONLY <input type="checkbox"/>

DESCRIPTION OF PROJECT: Arapahoe County Fair Carnival Services

PRICE: \$180,000

ANNUAL MAINTENANCE: \$ N/A

FIXED ASSET Yes No

FIXED ASSET # N/A

COST CENTER # 344820110

G/L # 54360

IO # N/A

JUSTIFICATION (Provide Vendor name, How were they selected, Why requesting to waive purchasing policy process): In 2012, RFP 12-07 was issued to solicit carnival services to support the annual Arapahoe County Fair. The solicitation called for a one year contract with three 1 year options for renewal. Crabtree Amusements was the sole respondent to this solicitation and was awarded the contract. Solicitation 12-07 expired in early 2016 and we continued the contract with Crabtree by doing a select source waiver for four years at that time. The current terms have expired and we would like to extend contracting with Crabtree for another term. Crabtree has provided well maintained rides and a variety of food / game vendors throughout the length of their prior contract. Carnival services are a key component to providing a mix of fun family entertainment for the County's annual Fair. The County's historical experience is that Carnival Service providers are territorial resulting in one bidder per County solicitation process. Fairgrounds Management would like to establish a one year contract with four 1 year renewal options with Crabtree Amusements. This agreement would allow the County to contract with Crabtree Amusements for a total of five years with Fairgrounds staff negotiating the scope of services and contract revenue sharing at each one year renewal.

Requestor Name, Signature & Telephone Number

Date


Elected Official/Department Head

1-7-20
Date

Purchasing Manager

Date

Comments:

Waiver approved, BoCC Reso #180600. Requestor to proceed with PO

Yes No

Requestor to schedule BoCC Drop In & Create Board Summary Report

Yes No

Janet Kennedy, Director of Finance (not to exceed \$100,000)

Date

BOCC, Chair

Date

Per BoCC Resolution #180600 of 10/6/18, Purchasing Manager has authorization for sole approval up to \$100,000 plus exemptions to Contract Extensions