Wisconsin Department of Administration
State Bureau of Procurement
DOA-3088 (R07/2012)

Simplified Bidding Record

(Purchases over $5,000 through $50,000; for printing, $50 through $50,000)

Date (mm/dd/ccyy)	Agency/Requisitioning Unit
8/26/2013	Employee Trust Funds

Person Completing
Mark W. Blank Purchasing Agent

Requisition or Reference Number
ETD0003

Method of Bidding
☐ Price Lists ☒ Written Quote ☐ Phone / Verbal
☐ Other (specify) Due 8/26/13 2:00 pm

Instructions: The agency will make a special effort to award to small businesses, veteran-owned businesses, disabled veteran-owned businesses, minority businesses, and work centers. Use this form to document transactions over $5,000 through $50,000 and attach to purchase order file copy. Generic specifications should be used when possible. If it is necessary to use a brand name to identify a level of quality, vendors must be informed that equivalent alternatives may be acceptable. The agency will be the sole determinater of equivalency. Alternate bids should be indicated. Successful bidder should be circled. Reasons for rejecting any bids should be noted. If a waiver of bidding is approved, indicate reasons.

Code type to be used: **MBE=Minority Business Enterprise (Certified) **WC**= Work Center (Certified)
DVB = Disabled Veteran-owned Business (Certified)

Item Number, Description	QUANTITY	Vendor Name: David J. MacCabe Phone: 512-567-1593 FEIN***	** Code Type	Vendor Name: IIA Phone: 407-937-1399 FEIN***	** Code Type	Vendor Name: LAFPP Phone: 231-978-4430 FEIN***	** Code Type	Vendor Name: Phone: FEIN***	** Code Type
		Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
Independent Validation of Quality Assurance		$9,875.00	$9,875.00	$12,600.00	$12,600.00	Unavailable			
http://etfextranet.it.state.wi.us						during			
Simplified bid ETD0003				The Institute		required			
				of Internal		time			
				Auditors		period			
***FEIN (Federal Employer Identification Number) or Social Security Number (if no FEIN)									
Contact Person		David MacCabe		Tracy Darakjian		Erin Kenney			
Contact Date (mm/dd/ccyy)		8/8/13		8/8/13		8/8/13			
Reply Date (mm/dd/ccyy)		8/23/13 8:29 a.m.		8/26/13 8:15 a.m.		8/14/13			
Terms		davidmaccabe@austin.rr.com		tracy.darakjian@theiia.org		erin.kenney@lafpp.com			
Freight F.O.B.		Net 30 Madison WI		Net 30 Madison WI					
Delivery		per specifications		per specifications		Unavailable for project			

Additional information (note the following as appropriate: bids rejected and why; preferences exercised; explain reason if less than 3 vendors were contacted; justify waiver of bidding):
Award made to David J. MacCabe, lowest bidder. Award based on specifications of Simplified bid ETD0003, attachments, Questions and Answers, and reply submitted August 23, 2013.