

**CITY OF COLUMBUS
BID WAIVER INFORMATION FORM**

TO ACCOMPANY LEGISLATION WHICH WAIVES ANY PROVISIONS OF COLUMBUS CITY CODES CHAPTER 329
(PLEASE LIMIT YOUR RESPONSE TO THIS SHEET)

1. Reasons for waiving City Code bid procedure:

- ☐ emergency breakdown causing unplanned need
- ☐ item to be purchased is of a perishable nature
- ☐ need to extend an existing contract
- ☐ there is not enough time to obtain formal bids to satisfy need
- ☐ non-price error on either the bidder's or the City's part in the bid proposal
- ☐ a new law or regulation requires immediate compliance
- ☒ other Limitation in the amount of consultants to provide services for the specific needs of our Department, given Trinity's breadth and reach in years of providing diversity, equity and inclusion programs within cities, within park systems.

2. Detailed explanation of reason (must be completed by division):

TTC's services are unique, innovative and highly specialized. In 2021 when CRPD initially contracted with TTC, the Department needed to find a provider with experience working with government, specifically recreation and parks agencies, however have them not limited to only the government sector. There was also a sense of urgency in securing an experienced firm to address some of the deep challenges facing our agency in order to position ourselves to be proactive in addressing issues and opportunities around diversity, equity, and inclusion. They have proven to be very effective in the past 12 months and now have a deeper understanding of our Dept and our community making them the ideal candidate to continue training and advising CRPD in this area of expertise.

3. Informal procedure used:

- ☐ telephone quotations
- ☒ written quotations
- ☐ negotiations

4. Informal bids received and prices for each:

5. If lowest bid was not accepted, explain criteria for award:

ORDINANCE #:

APPROVED BY:

Authorized Approval on Corresponding Legislative File

DATE:
