

**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 _____

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

The process to write the City of Columbus' new zoning code has been evolving and iterative. As this project has evolved, a gap was identified in the community engagement conducted to date – it has generated qualitative insights, but not quantitative, insights. An opportunity was identified to create a digital engagement methodology that would capture quantitative input from more residents than have participated in the community engagement process to date, as well as to capture insights from a dataset that is more demographically representative of the Columbus population. However, if the project team were to bid out the creation of the intended engagement tool, the procurement process would run longer than the window of utility for the data within the overall project schedule.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

Futurety, \$65,260. However, the proposal did not include budget for incentives for residents to participate in the survey. Therefore, budget was added, so the team may add incentives if needed.

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

ORDINANCE #:

APPROVED BY:

Authorized Approval on Corresponding Legislative File

DATE:
