

**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)

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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      Use of RFP process for purchase other than professional services and to allow the Department to select alternative sites in lieu of one or more of the sites listed in the RFP.
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2. Detailed explanation of reason (must be completed by division):

A waiver of Columbus City Code Chapter 329 pertaining to the RFP process is requested in order to purchase a commodity (solar purchase power). The RFP section of the code is specific to professional services, so it is necessary to waive this section of the code in order to use the RFP process for anything beyond professional services. The Department of Public Utilities also seeks to waive provisions of Columbus City Code relating to award of contracts to allow the Department to select alternative sites in lieu of one or more of the sites listed in the RFP so that the most beneficial design, capacity, and power purchase price can be selected. This ordinance does not require the Director of Public Utilities to execute a contract with DG if the negotiation and due diligence process does not produce pricing/terms and conditions that serve the best interest of the City and its customers.

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3. Informal procedure used:

- telephone quotations
  - written quotations (RFP process)
  - negotiations
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4. Informal bids received and prices for each:

RFP will be issued.

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

RFP has not yet been issued.

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ORDINANCE #: 0210-2021

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE:

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