

**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 The Division of Water believes the products from Underground Pipe & Valve, Inc. warrant expanded tests. Additionally, this vendor has provided the materials for the 1st phase of our test at no cost to the Division.
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2. Detailed explanation of reason (must be completed by division):

The Division received quotes for the equipment we will be purchasing. We took the quotes and figured how many of each item we would need to do an entire reading route and the worst pits in the City. We picked the worst pits because that would give us the best test of the equipment.

3. Informal procedure used:

- telephone quotations
 - written quotations
 - negotiations
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4. Informal bids received and prices for each:

Our estimates indicate that we would need about \$75,000.00.

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

Did not bid; see legislation and numbers 1-4 above.

APPROVED
BY:

(Authorized Signature)

DATE:
