

**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      Normal bid procedure used for CIP project and selected vendor. Negotiations with selected vendor for ongoing operation and maintenance of meter software requires bid waiver.

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

Section 329.18 was followed as part of the Enhanced Meter Project CIP that was legislated under ORD #1024-2020. After proposals were received, the Software-as-a-service (SAAS) contract and cost were negotiated and the department determined the price to be acceptable.

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3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

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4. Informal bids received and prices for each: - N/A.

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

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ORDINANCE #:            0385-2024

APPROVED BY:        Authorized Approval on Corresponding Legislative File

DATE:                    1/30/2024