
**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. In accordance with section 329.27 of the Columbus City Code, City Council may determine that the City's best interest is served by waiving the City Code Formal Bid procedures for the following reason(s): (Note that these reasons are all based on time. Currently, formal bid average completion time is 160 calendar days.)

- An unanticipated breakdown created an unplanned, emergency need.
- The item to be purchased is of a perishable nature, the price or availability will perish before the formal bid process can be completed.
- Need to extend an existing contract for one year or more where no provision for extension was included in the original bid/contract.
- Need to increase a contract for additional supplies/services, although the original contract obligations have been fulfilled.
- A new law or regulation requires immediate compliance; there is insufficient time to accomplish formal competitive bidding and satisfy the needs in order to comply.
- Other: There is not enough time to obtain formally advertised, competitive sealed bids to satisfy the needs because: Formal Competitive Proposals were obtained (RFP) and the award recommendation is the highest ranked offeror. The services requested are Professional Services, to be competitively solicited according to Section 329.12 of the Finance and Taxation code. This waiver is requested because the recommended contract will be a Universal Term Contract (UTC) for use by all City agencies. The City Code Chapter 329 does not allow for Universal Term Contracts (UTC's) to be established using the competitive process for Professional Services. This waiver is to allow for a UTC contract to be established for the Professional Service of Drug and Alcohol Testing.

2. Informal bid procedure used: Yes No Explain:

A formal competitive solicitation (requests for proposals) was done to determine the highest ranked offeror.

3. Informal bids received and prices for each:

Formal competitive proposals were solicited (RFP's) and price was established through this process

4. If lowest bid was not accepted, Explain:

The contract is to be established with the highest ranked offeror.

Ordinance No.:0383-2012

Approved By: Authorized Approval on Corresponding Legislative File
