

BID WAIVER INFORMATION FORM  
TO ACCOMPANY LEGISLATION  
(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 Need for continuity of services. See below.

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

It is required by the grant that the Women, Infants, and Children's Program contract with Children's Hospital for the continuation of the existing W.I.C. clinic. The grant funds awarded provide for a contract with Children's Hospital for \$427,335, for the operation of a WIC clinic at their facility.

\_3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

\_4. Informal bids received and prices for each:

N/A

\_5. If lowest bid was not accepted, explain criteria for award:

N/A.

APPROVED BY: \_\_\_\_\_ DATE \_\_\_\_\_  
(authorized signature)