

**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 and 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 see below

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2. Detailed explanation of reason (must be completed by division):  
There are only two (2) vendors who provide this legal research service.

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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:

Westlaw - \$4,884/month  
Lexis-Nexis - \$4,924/month

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

Cost, ease of use, content value, and user preferences all favored LexisNexis product.

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APPROVED BY: \_\_\_\_\_

(Authorized Signature)

DATE: \_\_\_\_\_

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