

**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 X See below.

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

During fiscal year 2004, this agreement was implemented as a three-year agreement, by the Department of Technology, contingent upon approval of funding on an annual basis. The Department of Technology (DoT) owns the software responsible for the City's Help Desk. To continue the use of this critical business application associated with the City's Help Desk DoT is continuing to enhance modules within the application by utilizing the support and maintenance provided by Computer Associates International. Computer Associates International has been the provider for the maintenance and support since the original agreement for this application. DoT has exercised due diligence through a cost analysis research, and has determined that to move away from the current application would be very expensive. In order to adequately maintain operation of the City's Help Desk it is in the best interest to waive competitive bidding provisions of the Columbus City Code.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

Pricing and terms were negotiated, with the final amount of \$25,000.00 per year for (3) three years.

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

ORDINANCE #: 0588-2007

APPROVED BY: *Authorized Approval on Corresponding Legislative File*

DATE: April 04, 2007
