

**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 _____

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

The Westgate neighborhood was awarded these funds in 2012. A breakdown in communication prevented any activity on this project until 2015. At this time, the Neighborhood Design Center is studying the section of West Broad Street just east of Westgate to produce design concepts for a new streetscape. The same type of work needs to be done for Westgate. Due to the lateness of the start date, it was determined that the NDC was best prepared to study the Westgate area and could start right away therefore, satisfying time commitments made to the community.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

Neighborhood Design Center \$12,000.00

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

NA

ORDINANCE #: 2176-2015
APPROVED BY: Authorized Approval on Corresponding Legislative File
DATE: _____
