

**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 Time sensitive pricing

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2. Detailed explanation of reason (must be completed by division): (1) Existing security system DVR's are aged and failing, plus the manufacturer no longer offers replacement parts for repairs. (2) The manufacturer is offering 35% off MSRP (\$12,423 each) to trade in existing DVR's for new DiBos DVR's until Sept. 30, 2007. (3) Although the emergency did not allow for formal bids, informal bids were sought through Solicitation No. SO025650 on the City's Vendor Services webpage and KNS Services, Inc., was the lowest and best bidder. (4) Desired supplier, KNS Services, is offering an additional 18% discount from MSRP. (5) KNS Services also is the only bidder that is an authorized, licensed affiliate of Matrix Systems that qualifies them to perform the installation into the integrated security system.

3. Informal procedure used:

- telephone quotations
- written quotations
- Negotiations

4. Informal bids received and prices for each:

31-1460220	KNS Services, Inc.	\$5,797.00
22-3389053	North American Video, Inc.	\$6,410.00
20-0484733	Lynk3 Technologies	\$6,649.29

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

ORDINANCE #:

APPROVED BY:

Authorized Approval on Corresponding Legislative File

DATE:
