

**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 Consultant is modifying plans previously submitted by Consultant

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

The original contract for this project was between Village Communities Corporation and Evans, Mechwart, Hambleton and Tilton (EMH&T) (the Consultant) for the purpose of meeting the infrastructure improvement obligations associated with the Northeast Memorandum of Understanding dated February 23, 2006, and subsequent First Amendment dated August 16, 2010 and Administrative Revision dated May 5, 2011. The remaining obligation for the Warner Road, Phase 2 project will be the responsibility of the City, who will directly contract with the Consultant to make modifications to the engineering plans for the project. The City is not using the competitive evaluation process because the Consultant has already submitted engineering plans for the project that were signed by the City on June 7, 2011. Contracting directly with the Consultant will be the most cost effective way to update the plans while meeting community commitments.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

EMH&T: \$40,000.00

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

One proposal was submitted for Warner Road, Phase 2 project design, based upon a continuation of Consultant's previously submitted engineering plans.

ORDINANCE #:

APPROVED BY:

Authorized Approval on Corresponding Legislative File

DATE:
