

**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 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 \_\_\_\_\_

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

The contracts for electronic payment services, which were an outgrowth of a bid in 2004 that used to be held by three city agencies, has now grown to five agencies. The City Treasurer's Office assumed the responsibility for the consumer payments portion of the relationship with First Data Government Solutions, LP as a banking-related service in order to consolidate the contracts under one umbrella. The Treasurer's Office planned to bid these services during 2013. However, the Department of Technology requested that the bid process be delayed for another year, to allow technology standards governing citywide credit card payment processing to be developed for all city agencies wishing to acquire on-line payment processing services. The City Treasurer's Office therefore wishes to extend the contract with First Data for another year to allow for development of such standards and comprehensive bid specifications. As a consequence, a bid waiver is needed.

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3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

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4. The cost of electronic payment services is a continuation of current pricing provided to each of the city agencies (Public Utilities, Power and Water; Building and Zoning Services; Public Service; Health; and Public Safety, Support Services receiving the service.

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

N/A

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DATE: January 27, 2014

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