

**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):

A bid waiver is requested for these contracts in order to comply with the PASSPORT Administrative Agency (PAA) rules and regulations set forth in the grant agreement with the Ohio Department of Aging (ODA) and Ohio Department of Medicaid (ODM) as defined by OAC 173-39. COAAA, as the PAA for Central Ohio, is required to enter into contract with all ODA-certified PASSPORT providers within the Central Ohio service area within 60 days of certification. This requires COAAA to enter into contract with new providers more regularly than the competitive bidding process will allow. While this Ordinance authorizes COAAA to enter into contract with PASSPORT provider for the period of July 1, 2024, to June 30, 2025, ODA will continue to certify providers on a rolling basis throughout this period. It is essential that COAAA maintain flexibility to enter into these contracts to remain compliant with the stipulations set forth in the grant agreement with the ODA, ODM, and Ohio Administrative Code. In order to comply with the PAA agreement in a timely manner, COAAA is asking for the authority to enter into additional contracts as they are certified by ODA prior to seeking City Council approval.

3. Informal procedure used:

- ☐ telephone quotations
- ☐ written quotations
- ☒ negotiations

4. Informal bids received and prices for each:

COAAA is unable to bid these contracts. COAAA, as the PAA for Central Ohio, is required to enter into contract with all ODA-certified PASSPORT service providers within the Central Ohio service area within 60 days of certification.

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

COAAA is required to enter into contract with all ODA-certified PASSPORT service providers.

ORDINANCE #: 1486-2024

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE: 5/16/2024
