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**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. In accordance with section 329.27 of the Columbus City Code, City Council may determine that the City's best interest is served by waiving the City Code Formal Bid procedures for the following reason(s): (Note that these reasons are all based on time. Currently, formal bid average completion time is 160 calendar days.)

- An unanticipated breakdown created an unplanned, emergency need.
- The item to be purchased is of a perishable nature, the price or availability will perish before the formal bid process can be completed.
- Need to extend an existing contract for one year or more where no provision for extension was included in the original bid/contract.
- Need to increase a contract for additional supplies/services, although the original contract obligations have been fulfilled.
- A new law or regulation requires immediate compliance; there is insufficient time to accomplish formal competitive bidding and satisfy the needs in order to comply.
- Other: There is not enough time to obtain formally advertised, competitive sealed bids to satisfy the needs because: A formal bid for this service is in process, but the current agreement expires on 3/31/2011. Intent is to have a new contract in place by October 2011, awarded to winner of forthcoming formal bid.

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2. Informal bid procedure used:       Yes       No      Explain:

Requested quote from existing support contractor for 6 month period. Quoted monthly prices are unchanged. Time period will allow for formal bid process for 2011-2012 service period. Existing support contractor is also manufacturer of the equipment and has serviced production printers for over 10 years.

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3. Informal bids received and prices for each:

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4. If lowest bid was not accepted, Explain:

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Ordinance No.: Ordinance Number # 0404-2011

Approved By: Authorized Approval on Corresponding Legislative File

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