

**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 City Treasurer's Office solicited bids for armored car services. The bid pricing was based on specifications that included a schedule of pickups and deliveries for four city agencies and the Municipal Court Clerk's Office. The schedule originally requested by the Municipal Court Clerk was changed after the bid was received. As a result, a waiver of competitive bidding is required.

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3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

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4. Bids received and prices for each:

Recreation and Parks -- \$684 per month plus fuel surcharge  
Parking Violations -- \$972.60 per month plus fuel surcharge  
Public Utilities -- \$684 per month plus fuel surcharge  
Municipal Court Clerk -- \$2,154.00 per month plus fuel surcharge for delivery same banking day; \$684 per month plus fuel surcharge for delivery next banking day  
Building & Zoning -- \$684 per month plus fuel surcharge

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

N/A

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ORDINANCE #: 1453-2013

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE: June 10, 2013

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