

**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 Waiver of \$20,000 contract threshold requiring council approval.

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

The Department of Recreation and Parks solicited Requests for Statements of Qualifications for Professional Architectural/ Engineering Services as well as for Professional Construction Management Services. Multiple contracts will be awarded to various companies that were deemed to be prequalified through the evaluation process. The RFSQ's were advertised through the City's Vendor Services web site on July 17, 2018 and received on August 10, 2018. The City received forty (40) total responses for both projects. The prequalification process is good for two years, through August of 2020.

Per City Code Section 329 regarding non-emergency waiver of regulations, it is in the best interests of the city to waive the competitive bidding provisions of City Code for the purpose of this ordinance, Authorizing the Recreation and Parks Department to enter into contracts up to the amount of one hundred thousand dollars (\$100,000), raising the threshold from twenty thousand dollars.

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3. Informal procedure used: N/A

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4. Informal bids received and prices for each: N/A

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

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ORDINANCE #: 0433-2020

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE: \_\_\_\_\_

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