

**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      Approval of the grant submission by CelebrateOne to the Ohio Department of Medicaid specified these agencies to provide specific services to meet all of the grant deliverables. In order to comply with the grant agreement, we need to contract with the listed vendors. Therefore, CelebrateOne, on behalf of the Office of the Mayor requests waiver of Columbus City Code 329.

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

Approval of the grant submission by CelebrateOne to the Ohio Department of Medicaid specified these agencies to provide specific services to meet all of the grant deliverables. In order to comply with the grant agreement, we need to contract with the listed vendors. Therefore, CelebrateOne, on behalf of the Office of the Mayor requests waiver of Columbus City Code 329.

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3. Informal procedure used:

- telephone quotations
- written quotations - an RFP process (via Bonfire system) was utilized.
- negotiations – an RFP process (via Bonfire system) was utilized.

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4. Informal bids received and prices for each:

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

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ORDINANCE #:            3165-2019  
APPROVED BY:         Authorized Approval on Corresponding Legislative File  
DATE: \_\_\_\_\_

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