

**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 and 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 see below

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

There are only two (2) vendors who provide this legal research service.
This is the second year of a two year contract.

3. Informal procedure used:

- ☐ telephone quotations
- ☐ written quotations
- ☒ negotiations

4. Informal bids received and prices for each:

Westlaw - \$4,884/month
Lexis-Nexis - \$4,924/month

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

Cost, ease of use, content value, and user preferences all favored LexisNexis product.

APPROVED BY:

(Authorized Signature)

DATE:
