

**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 Informal bid process inadvertently used.

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

This ordinance requires submission in accordance with the relevant provisions of City Code Chapter 329 pertaining to the waiver of competitive bidding. The City's electronic procurement system was used for bidding purposes assuring a competitive process, however due to an anticipated expenditure in excess of \$20,000.00, the competitive sealed process was required by City Code Chapter 329. After a thorough review of the bids received it has been determined that not placing an advertisement in the Columbus City Bulletin did not impact on the overall competitive bid process.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

Consolidated Electrical Distributors, Inc. - \$30,690.00
Crescent Electric Supply Co. - \$34,556.76
Palmer Engineering International LLC - \$42,739.20

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

After a review of the bids, the Division of Sewerage and Drainage recommends the award be made to Crescent Electric Supply Company in the amount of \$34,556.76 for Line 10 (includes application engineering support and services at no additional charge). Consolidated Electrical Distributors, Inc. was the lowest bidder for Line 10 in the amount of \$30,690.00; however the Purchasing Office was notified

that Consolidated Electrical Distributors, Inc. cannot provide an agreement that supports that their company can provide the Square D/Schneider parts to the City of Columbus. It should be noted that a separate purchase order for Line 20 was awarded to Crescent Electric Supply Company in the amount of \$6,635.28.

ORDINANCE #:

APPROVED BY:

Authorized Approval on Corresponding Legislative File

DATE:
