

**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 Bid Waiver - Manifestly impractical to bid

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

The work is part of the Enhanced Meter Project CIP which was legislated under ORD #1024-2020. This legislation relates to ongoing software, hardware and maintenance of the system that is required as part of that project. The department will be using a Software-as-a-service (SAAS) model which will include the vendor hosting all data and software on their computer servers.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

Section 329.18 was followed as part of the Enhanced Meter Project CIP which was legislated under ORD #1024-2020. After proposals were received, the SAAS contract and cost were negotiated and the department determined the price to be acceptable.

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

This contract was negotiated after a vendor was selected as part of the Enhanced Meter Project CIP legislated under ORD #1024-2020.

APPROVED BY: _____ DATE: _____
(Authorized Signature)
