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**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. In accordance with section 329.27 of the Columbus City Code, City Council may determine that the City's best interest is served by waiving the City Code Formal Bid procedures for the following reason(s): (Note that these reasons are all based on time. Currently, formal bid average completion time is 160 calendar days.)

- An unanticipated breakdown created an unplanned, emergency need.
- The item to be purchased is of a perishable nature, the price or availability will perish before the formal bid process can be completed.
- Need to extend an existing contract for one year or more where no provision for extension was included in the original bid/contract.
- Need to increase a contract for additional supplies/services, although the original contract obligations have been fulfilled.
- A new law or regulation requires immediate compliance; there is insufficient time to accomplish formal competitive bidding and satisfy the needs in order to comply.
- Other: There is not enough time to obtain formally advertised, competitive sealed bids to satisfy the needs because: the Purchasing Office did a formal competitive process for these items and received four competitive bids. As these items are important for the daily operations of the Division of Power and it not anticipated that another bid would produce any better results and important work would be delayed if another bid process was pursued, Therefore the recommendation is to waive due to minor technicalities and award to all 4 bidders the items for which they were low bidder.

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2. Informal bid procedure used:       Yes       No      Explain:

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3. Informal bids received and prices for each:

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4. If lowest bid was not accepted, Explain:

A formal competitive bid process was completed. The recommendation is to award to all four bidders the items for which they were low bidder.

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Ordinance No.: 0364-2020  
Approved By: Authorized Approval on Corresponding Legislative File

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