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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 minimum lead time to upfit a van to our specifications is 16 weeks from receipt of the vehicle, according to vendor estimates. If purchased as soon as possible, the van would arrive to the vendor in February or March at the earliest. This schedule would surpass the remaining life of the grant if a formal bid were to be included, as all expenses must be encumbered and expensed prior to June 30, 2025. We were not given permission to purchase the vehicle until November 26, 2024; therefore we are requesting that the bid requirements be waived and the contract be awarded to Waldoch Crafts Inc.

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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:

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Ordinance No.:3415-2024

Approved By: Authorized Approval on Corresponding Legislative File

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