

**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 an 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 Pricing error (see detailed explanation)

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

An error in pricing was made by the vendor in completing Page 5A of the bid document. The actual price being offered is lower, as detailed on an attached Quotation submitted by the vendor with their bid. In addition, the vendor included a line stating that the bid was only valid until 11/14/2008; they have agreed to strike this line from their bid. In order to accept this lower price, it is necessary to waive the competitive bidding provisions of the Columbus City Code.

Approval for bid waiver is requested to enable the balance of the pilot-scale demonstration studies to proceed without delaying the schedule associated with those studies.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

Formal bids were received (see explanation above). One bid was received from E.H. Wachs Company in the amount of \$108,090.00.

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

ORDINANCE #:

APPROVED BY:

Authorized Approval on Corresponding Legislative File

DATE:
