

**CITY OF COLUMBUS  
BID WAIVER INFORMATION FORM**

TO ACCOMPANY LEGISLATION WHICH WAIVES RELEVANT PROVISIONS OF COLUMBUS CITY CODES CHAPTER 329  
(PLEASE LIMIT YOUR RESPONSE TO THIS SHEET)

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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 Vertiv is the only company that provides all needed services, thus allowing comprehensive management of services.

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2. Detailed explanation of reason (must be completed by division): Vertiv is the only company that provides all needed services within one company. This is important as the components to be serviced are all inter-connected. It is important to have a comprehensive view of the services.

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3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

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4. Informal bids received and prices for each:

The chosen vendor supplied written quote.

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

N/A

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APPROVED BY: Authorized Approval on Corresponding Legislative File

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