

**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 The first 5 upgrades to Fuel Focus have been completed by AssetWorks. Continuing the upgrades will all the system to provide immediate data without having any manual downloads. It is in the best of interest of the City to be consistent in replacing the remaining units for data, repairs and preventative maintenance.

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

See above.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

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

Lowest bid is accepted.

ORDINANCE #: 1167-2011
APPROVED BY: Authorized Approval on Corresponding Legislative File
DATE:
