

**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 Perkin Elmer ATR accessories are the only system capable of utilizing the existing FTIR equipment and operating software currently used by the Columbus Police Crime Laboratory.

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

The manufacturer (Perkin Elmer) has advised that replacement parts for the two current ATR accessories purchased by the crime laboratory in 2007 and 2011 may no longer be available in the event repairs are needed. ATR accessories allow for direct sampling and are used in tandem with the two FTIR systems to analyze submitted drug evidence. The two FTIR systems currently in use within the Drug Identification Section are less than two years old, remain in production, and are fully supported by the manufacturer. Therefore, the new ATR accessories must be compatible with the existing FTIR systems and their operating software. There are no available ATR accessory alternatives to integrate with existing Perkin Elmer FTIR systems and operating software in use within the Drug Identification Section of the Columbus Police Crime Laboratory.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

A written quote was obtained from Perkin Elmer Sales Specialist Allison Tyler on January 26, 2026. The quote is valid through March 27, 2026 and includes a 10% sales discount on the ATR accessories.
Total net price: \$24,929.16

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

ORDINANCE #: 0724-2026
APPROVED BY: Authorized Approval on Corresponding Legislative File
DATE: _____
