

**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)

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 Matrix Pointe Software is currently utilized by the City Attorney's Office.. Given the extensive need to continue information sharing between the City divisions, it is in the City's best interest to continue utilization of the same computer system to continue automated information sharing between the City divisions.

2. Detailed explanation of reason (must be completed by division): The City Attorney's Office has been utilizing Matrix Pointe Software and case management system for many years. Given the existing Matrix Pointe Software case management system integration/interface with other City divisions, it was determined that the best solution was to continue to utilize the same automated computer system to continue information sharing between City divisions. Therefore it is best to request a waiver of the competitive bidding provisions of the Columbus City Code.

3. Informal procedure used: N/A –

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

N/A –

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

N/A –

ORDINANCE #: 1876-2021

APPROVED BY: Signature on File

DATE: 7/13/2021
