

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 and 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 _____

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

The Division of Police, Department of Public Safety needs to purchase unmarked vehicles for the Mayor's Summer Safety Initiative Project. The goal is to expedite these purchases so the vehicles will be available immediately for use by the Division of Police by June 2006. There is not sufficient time to complete a formal bid process for this purchase.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

There will be an evaluation process completed by a committee from the Division of Police, Fleet Management Division and Department of Finance and Management to determine the vehicle purchase and supplier. Based on pricing, type of vehicle and availability several dealerships (suppliers) will be used to obtain the maximum number of vehicles in a timely fashion.

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

N/A

ORDINANCE #:

APPROVED BY:

Authorized Approval on Corresponding Legislative File

DATE:
