

**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 See below

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

Seven contractors were contracted in an attempt to sell the decommissioned Océ TSC 500 system. Five of the contractors had no interest in the system. 1 contractor offered \$700 and 1 contractor, Key Blue Prints Inc., offered a 24 month service contract covering maintenance and repairs on another system, the Océ 9600 Plotter, Scanner, Controller and software. The estimated value of this service is approximately \$9,000.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

Key Blue Prints Inc: Offered a 24 month service contract on the Océ 9600 Plotter, Scanner, Controller and software.
Wide Format Company: \$700
360 Tech: \$0
Franklin Imaging: \$0
PSI Digital Imaging Solutions: \$0
Repros Inc.: \$0
AEC Technology: \$0

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

ORDINANCE #:

APPROVED BY:

Authorized Approval on Corresponding Legislative File

DATE:
