

**BID WAIVER INFORMATION FORM
(LIMIT YOUR RESPONSE TO THIS SHEET)**

1. Reason(s) for Waiving City Code Bid Procedure:

- Purchase made from sole source.
- Emergency breakdown creating an unplanned need.
- Item to be purchased is of a perishable nature.
- It is impossible to obtain bids to satisfy need with time required by formal bidding process.
- Need to extend or increase an existing contract.
- Non-price errors on either the bidder's or the City's part in the bid proposal.
- A new law or regulation which requires immediate compliance.
- Other:

Explanation:

The Play is Natural donation awarded to Columbus Recreation and Parks allowed a limited listing of manufacturers. The community researched these manufacturers and met with them to determine who they preferred to supply the playground equipment.

2. Was Informal Bid Procedure Used: Yes No

Explain: The project has been awarded a Play is Natural donation for Gametime Play Structures. The \$40,000 CIP funds will be matched by \$16,000 from Gametime for a total of \$56,000 to purchase play equipment.

3. Informal Bid Received and Prices for Each:

N/A

4. If Lowest Bid Was Not Accepted, Explain:

N/A

Approved _____
Director, Recreation and Parks Department

Date: 10/23/12