

**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)

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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 Due to grant deliverables, services need to begin immediately to provide services for mothers and babies.

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

Nationwide Children's Hospital, Ohio Support Service and PrimaryOne Health are written into the WIC grant deliverables to provide clinic space, see clients using the WIC program and provide security to the clients and staff.

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3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

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4. Informal bids received and prices for each:

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

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ORDINANCE #: 2468-2017

APPROVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

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