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**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. In accordance with section 329.27 of the Columbus City Code, City Council may determine that the City's best interest is served by waiving the City Code Formal Bid procedures for the following reason(s): (Note that these reasons are all based on time. Currently, formal bid average completion time is 160 calendar days.)

- An unanticipated breakdown created an unplanned, emergency need.
- The item to be purchased is of a perishable nature, the price or availability will perish before the formal bid process can be completed.
- Need to extend an existing contract for one year or more where no provision for extension was included in the original bid/contract.
- Need to increase a contract for additional supplies/services, although the original contract obligations have been fulfilled.
- A new law or regulation requires immediate compliance; there is insufficient time to accomplish formal competitive bidding and satisfy the needs in order to comply.
- Other: There is not enough time to obtain formally advertised, competitive sealed bids to satisfy the needs because: Due to the cancelation of RFP026722 in August of 2024, the Human Resources Department did not have time to complete an additional RFP process in 2024. Therefore, the Human Resources Department requests a waiver of competitive bidding requirements. The Human Resources Department will comply with the competitive bidding provisions in Chapter 329 of the Columbus City Code in 2025. Cancer advocacy services can possibly be supplied by a third party administrator of medical services.

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2. Informal bid procedure used:     Yes     No    Explain:

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3. Informal bids received and prices for each:

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4. If lowest bid was not accepted, Explain:

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Ordinance No.:0038-2025

Approved By: Authorized Approval on Corresponding Legislative File

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