

**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 modify and 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 _____

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

Baker & Hostetler, LLP has the expertise to conduct these investigations and is currently under contract with the Department of Public Safety in such capacity. Furthermore, the comprehensive review of citizen complaints should be conducted quickly and to ensure that such review conforms with any investigation deadlines stipulated by the FOP bargaining unit contract.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

Received quote for vendor.

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

Lowest bid is accepted.

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APPROVED BY:	<u>Authorized Approval on Corresponding Legislative File</u>
DATE:	7/23/2020
