
**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. 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: _____

2. Informal bid procedure used: Yes No Explain:

The Department entered into contract number EL003747 with K & M Kleening Service. The initial terms of the bid included the option to extend the original contract for two one-year periods (multi-year renewal option). The Department has exercised both renewal options and is in the third and final year of this agreement. The Department had planned to re-bid this contract this year however due to a realignment of Divisions within the Department it was necessary to conduct a space study of the Public Utilities Complex. The space study requires a configuration change of the existing floor plan to accommodate the realignment. Our Janitorial Consultant has advised us that it is in our best interest to postpone the bidding process to accommodate the reassignment of personnel and equipment. The Department would like to modify and increase the original contract for an additional six months, for a grand total of \$135,000.00.

3. Informal bids received and prices for each:

4. If lowest bid was not accepted, Explain:

Ordinance No.: 0898-2006

Approved By: Authorized Approval on Corresponding Legislative File
