

**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 \_\_\_\_\_

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2. Detailed explanation of reason (must be completed by division): Ms. Willis was retained to facilitate the artist selection phase of the North Bank Public Art Project (Ord. #1153-2011). The Department wishes to extend the date and amount of her existing contract thru the fabrication and installation of the public artwork. Willis is the Director of Public Art for the Sacramento, CA Metropolitan Arts Commission and a recognized public art professional with over 15 years experience managing complex public art projects. She is familiar with Columbus, having served as a curator for FINDINGTIME: Columbus Public Art 2012, the temporary public art program currently taking place in downtown Columbus. Ms. Willis' public art administration experience greatly benefitted the artist selection process. Extending her contract will help insure the second phase of the project goes smoothly and will position the City to successfully complete future public art projects.

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3. Informal procedure used:

- telephone quotations
- written quotations
- Negotiations (with Ms. Willis)

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4. Informal bids received and prices for each: Ms Willis' expertise has been valuable to the successful completion of the artist selection phase and the Development Department has determined that it would be advisable to continue her services thru completion of the North Bank Park public art project. No other bids were sought. A flat fee of \$10,000 dollars all inclusive has been negotiated with Ms. Willis for her continued services.

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5. If lowest bid was not accepted, explain criteria for award: See entries #2 & #4

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ORDINANCE #: 1505-2012

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE: June 28, 2012

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