

**BID WAIVER INFORMATION FORM
TO ACCOMPANY LEGISLATION
(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 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 – The City of Columbus is accepting the company's cost saving counter proposal to the original bid price to significantly reduce the cost associated with this purchase.
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2. Detailed explanation of reason (must be completed by division):

The Division of Fire has an immediate need to purchase a MSA Safe Site Threat Detection System to be used by the Bomb Squad. Formal bids were solicited with I.E. Monitoring Instruments Inc. submitting the sole responsive bid. The Captain of the Columbus Bomb Squad determined after the opening of the bids, that a chemical detection component included in Line Item #2 of the Bid Proposal was redundant and a significant reduction to the cost of this detector could be realized if the company changed the configuration. The company has agreed to change the configuration of said detector and thus save a considerable amount in cost.

Competitive bidding is being waived for this purchase to take advantage of the cost lowering counter proposal offered by I.E. Monitoring Instruments Inc.

3. Informal procedure used:

- telephone quotations
 - written quotations
 - negotiations
 - formal bids
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4. Informal bids received and prices for each:

N/A

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

See above #2.

APPROVED BY: _____ DATE _____
(Authorized Signature)