

**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 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 See Number 2 below.

2. Detailed explanation of reason (must be completed by division): SGI Matrix provides both the access control hardware (panels and card readers) as well as the software to monitor, control access, and secure facilities under the purview of the Facilities Management Division. In Ohio and contiguous states, SGI Matrix maintains installation personnel to provide final hook up, testing, and certification of all facility access security equipment. Therefore, due to the proprietary nature of the security software and compatibility of existing security equipment, it is in the best interest of the City to waive the provisions of competitive bidding and enter a contract with SGI Matrix, LLC.

3. Informal procedure used:

N/A

- ☐ telephone quotations
- ☐ written quotations – Quotes were requested from Applied Technical Services who previously performed anchor inspection.
- ☐ negotiations

4. Informal bids received and prices for each:

N/A

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

N/A;

ORDINANCE #: 1873-2025

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE: 6/18/2025