

**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      Waiver of \$20,000 contract threshold requiring council approval (raise to \$100,000)

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

The Recreation and Parks Department solicited Requests for Statements of Qualifications for Professional Architectural and Engineering Services as well as for Professional Construction Management Services. Multiple contracts will be awarded to various companies that were deemed to be prequalified through the evaluation process. The RFSQ's were advertised through the City's Vendor Services website on May 21, 2020 and received on July 2, 2020. The City received 28 responses for Architectural Design and Structural Engineering, 16 responses for Mechanical, Electrical, Plumbing, and HVAC Engineering, 31 responses for Civil, Environmental, and Structural Engineering, and 22 responses for Construction Management and Inspection. In accordance with City Code, a selection team evaluated the proposals and recommends that the firms identified be selected to perform the work. The firms were chosen based on their referenced projects, experience, qualifications, availability, timeline, and project understanding.

Per City Code Section 329 regarding non-emergency waiver of regulations, it is in the best interests of the city to waive the competitive bidding provisions of City Code for the purpose of this ordinance, Authorizing the Recreation and Parks Department to enter into contracts up to the amount of one hundred thousand dollars (\$100,000.00), raising the threshold from twenty thousand dollars (\$20,000.00).

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3. Informal procedure used: N/A

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4. Informal bids received and prices for each: N/A

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

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ORDINANCE #:            2050-2020

APPROVED BY:        Authorized Approval on Corresponding Legislative File

DATE:

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