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 and 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   Performance Protocol offers specialized training that the division has utilized
                   previously and to maintain consistency throughout the different units being
                   trained, Performance Protocol is the only option to provide this training.

2. Detailed explanation of reason (must be completed by division):
Division of Police has expressed interest in improving their human capital situation. Based on the statistics and information gathered through a discovery session with Performance Protocol's Strategic Alliance Team, the Cross-generational Communication Training is recommended for the Field Training Officers Unit. This Training is recommended to develop existing leaders for cross generational communication and to obtain organizational alignment for leadership. The Division has used Performance Protocol twice to train our officers and it is crucial to continue their services to provide consistent training to all of our FTO officer who are training our recruits.

3. Informal procedure used:

    ☐   telephone quotations

    ☒   written quotations

    ☐   negotiations

4. Informal bids received and prices for each: Quote from Performance Protocol attached.
    This price includes an 8-hour training course for 170+ Field Training Officers over the course of a week to cover the flexibility of schedules and shifts.

    Grand Total = $75,000.00

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

ORDINANCE #:	1308-2025
APPROVED BY:	*Authorized Approval on Corresponding Legislative File*
DATE:	