

**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 Project for which firm will provide service is unique. Proposed firm is only remaining planning firm that worked on original plan effort that is the subject of this project.

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

The city of Columbus is initiating an update to the Darby Watershed Plan, which was adopted by City Council in 2006. This planning effort was an entirely unique planning effort that included 10 Central Ohio jurisdictions. The selected firm's previous experience in the formation of the existing plan makes them uniquely qualified to support the plan update.

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3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

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4. Informal bids received and prices for each:

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

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ORDINANCE #: 3230-2024

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE:

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