

**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 \_\_\_\_\_

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

Under Ordinance 3467-2022, we contracted with Designing Local for \$32,500.00 to help Development apply for public art grants. The contract was developed to run through July 1, 2023. When Columbus was named a finalist in the Bloomberg Public Art Challenge, additional consulting services were needed to prepare a finalist application, due after July 1, 2023. We wanted to continue with the same consultant that had partnered with us to develop the concept that was successfully selected as a finalist. Ordinance 1337-2023. Passed by City Council on June 9, 2023, authorized a modification to the agreement to extend the expiration date and to add \$15,000.00 to the agreement for a total of \$47,500.00. However, the original agreement expired before a modification could be executed.

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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 #:

APPROVED BY:

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*Authorized Approval on Corresponding Legislative File*

DATE:

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