
**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. In accordance with section 329.27 of the Columbus City Code, City Council may determine that the City's best interest is served by waiving the City Code Formal Bid procedures for the following reason(s): (Note that these reasons are all based on time. Currently, formal bid average completion time is 160 calendar days.)

- An unanticipated breakdown created an unplanned, emergency need.
- The item to be purchased is of a perishable nature, the price or availability will perish before the formal bid process can be completed.
- Need to extend an existing contract for one year or more where no provision for extension was included in the original bid/contract.
- Need to increase a contract for additional supplies/services, although the original contract obligations have been fulfilled.
- A new law or regulation requires immediate compliance; there is insufficient time to accomplish formal competitive bidding and satisfy the needs in order to comply.
- Other: There is not enough time to obtain formally advertised, competitive sealed bids to satisfy the needs because: The Inspector General's Department must begin receiving complaints from the public as of July 1st. Marketing and public relations costs were not originally contemplated during the budget cycle and, therefore, were not included in the procurement plan. The services are needed in June so as to educate and engage the public regarding the IG's Department in advance of the initiation of complaint intake. In addition, the total time between the IG, her Deputy, and their staff coming onboard and the July beginning of intake is less than the current average procurement timeline noted in the header of this document.

2. Informal bid procedure used: Yes No Explain:

3. Informal bids received and prices for each:

4. If lowest bid was not accepted, Explain:

Ordinance No.:

Approved By: Authorized Approval on Corresponding Legislative File
