

**BID WAIVER INFORMATION FORM
TO ACCOMPANY LEGISLATION
(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 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 –

Competitive bidding is being waived for this purchase to accept the negotiated additional terms and conditions of Mike Albert, Ltd. Dba Mike Albert Fleet Solutions and to accept special terms and conditions required for Vulcan contracts under the terms of the grant agreement.

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

The Department of Public Service has accepted the Smart City grant to convert fuel vehicles over to electric and/or hybrid vehicles to increase safety, reduce carbon emissions, and enhance mobility throughout public and private fleets within the Columbus and surrounding areas. Negotiations were entered into with one bidder's additional terms and conditions offering leasing options to off-set the costs. The awarded contracts of the bid quotation will be used for a multi-year (UTC) contract.

3. Informal procedure used:

- telephone quotations
 - written quotations
 - negotiations
 - formal bids
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4. Informal bids received and prices for each:

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

N/A
