
**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: Additional funds are available within the 2010 budget to provide for the needed services. These funds have not been requested in the 2011 budget, and so will not be available at the time a formal bid could be completed.

2. Informal bid procedure used: Yes No Explain:

AssetWorks is the software vendor and has provided professional services to support system upgrades and training in the past (e.g., those authorized through ordinance 0610-2009). The existing contract allows for modifications to accommodate additional services, as needed. Consequently, other vendors were not sought to provide the needed services.

3. Informal bids received and prices for each:

AssetWorks provided a proposal to the Fleet Division, with the consultation of the Department of Technology, the proposal was negotiated to narrow the scope of service. The final proposed cost of \$59,450 was accepted by the Fleet Division, pending approval from Council.

4. If lowest bid was not accepted, Explain:

Lowest bid accepted.

Ordinance No.: Ordinance Number # 1640-2010

Approved By: Authorized Approval on Corresponding Legislative File
