

**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. Reasons for waiving City Code bid procedure:

- emergency breakdown causing unplanned need
- item to be purchased is of a perishable nature
- need to modify 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 See below

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

Implementation of an employee severance plan is a complicated and specialized service for which it would be extremely difficult to develop and evaluate specifications. Employers Preferred Corporation (EPC) was chosen because they have a proven track record of over 30 years experience implementing employee severance plans for municipalities and school districts throughout the country. As a component of the plan implementation process, EPC utilizes Metropolitan Life Company (MetLife) to secure monthly payments to participants.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:
Not applicable.

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

ORDINANCE #:	0294-2009
APPROVED BY:	<u>Authorized Approved on Corresponding Legislative File</u>
DATE:	2/20/2009
