

**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 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 Need specific service/continuity of software program

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

JadeTrack is the City's software provider for management of the metrics for the GreenSpot Program. JadeTrack provides the GreenSpot Program with the technology and engagement tools to empower residents and businesses to track the effects of their sustainability efforts through individualized dashboards. Due to the expected costs of switching software platforms, sustaining coordination and continuity of the existing platform is practical and cost effective. Prices previously established in the contract were used to determine the cost of this modification.

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:

Not Applicable.

ORDINANCE #:	<u>2933-2023</u>
APPROVED BY:	<u>Authorized Approval on Corresponding Legislative File</u>
DATE:	<u>10/18/2023</u>
