

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

RFQ025981 resulted in neither bidder submitting responsive bid proposals, however Atlantic Emergency Solutions proposal met all specified requirements as to vehicles and equipment. Given the time constraints and potential price increases expected in January 2024, the Fire Division is requesting the bid be awarded to Atlantic.

3. Informal procedure used:

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

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

Ordinance #: 3269-2023

APPROVED BY: _____ DATE _____
(Authorized Signature)