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 and 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 conpliance

   ☒ other   Need to purchase simulator of same manufacture to ensure continuity

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

   The Division of Fire currently uses a Laerdal SimMan patient simulator for EMS training purposes; there is a need to purchase additional patient simulation equipment, which includes a simulation manikin, computerized simulation system, warranty and updates. These simulators use lifelike manikins programmed to simulate a multitude of medical conditions used to train emergency responders; by purchasing this additional simulator, the Training Bureau will be able to utilize the hundreds of scenarios already written with Laerdal software, without the need to learn a new operating interface on another manufacturer's simulator, and thus provide product continuity. Training endeavors would be augmented by employing like equipment using existing the scenarios already employed with the current simulator.

3. Informal procedure used:

   ☐ telephone quotations

   ☒ written quotations

   ☐ Negotiations

4. Informal bids received and prices for each:

   See attached quote.

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

APPROVED BY: _____   DATE: _____
                (Authorized Signature)