

**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)

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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 compliance
  - other See below
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2. Detailed explanation of reason (must be completed by division):

This is a pilot program undertaken by the Transportation Division, Public Service Department. The vendors involved will provide materials, labor and equipment at no cost to the city necessary to install and operate Pay and Display and Pay by Space meter systems at up to five locations in the Downtown and the Short North. Instead of utilizing the competitive bidding provisions of the City Code, the Department issued a "Request for Information" to identify potential providers of these devices. This project will allow the City to determine if this is a feasible undertaking and give a sampling of various types of products to determine the best type of application for a given situation. Any future purchase will be secured utilizing the complete bidding provisions of City Code and will be subject to approval by City Council.

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3. Informal procedure used:

- telephone quotations
  - written quotations
  - Negotiations
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4. Informal bids received and prices for each: n/a

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

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ORDINANCE #: 2005-2006

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE:

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