

**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 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: Community Design Competition

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

The architect was chosen from 3 shortlisted firms in a design competition run by the Neighborhood Design Center on behalf of the Development Department (UIRF funded project as selected by the Italian Village Area Commission and Society). The selection was done by a juried 7 member panel that included 2 residents of Italian Village, a member of the Italian Village Society, an Italian Village Architect, 2 design professionals and an Italian Village business representative. Each firm gave a presentation of their design for jury review. 3 panel advisors/non voting members also attended and had input on the selection from the following: Development Department, Recreation and Parks and the Italian Village Commission.

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3. Informal procedure used:

- telephone quotations
- written quotations
- Negotiations based on overall budget

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4. Informal bids received and prices for each:

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

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ORDINANCE #:

APPROVED BY:

*Authorized Approval on Corresponding Legislative File*

DATE:

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