
**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. In accordance with section 329.27 of the Columbus City Code, City Council may determine that the City's best interest is served by waiving the City Code Formal Bid procedures for the following reason(s): (Note that these reasons are all based on time. Currently, formal bid average completion time is 160 calendar days.)

- ☐ An unanticipated breakdown created an unplanned, emergency need.
- ☐ The item to be purchased is of a perishable nature, the price or availability will perish before the formal bid process can be completed.
- ☐ Need to extend an existing contract for one year or more where no provision for extension was included in the original bid/contract.
- ☒ Need to increase a contract for additional supplies/services, although the original contract obligations have been fulfilled.
- ☐ A new law or regulation requires immediate compliance; there is insufficient time to accomplish formal competitive bidding and satisfy the needs in order to comply.
- ☐ Other: There is not enough time to obtain formally advertised, competitive sealed bids to satisfy the needs because: _____

2. Informal bid procedure used: ☐ Yes ☒ No **Explain:**

Testing volume ebbs and flows and is very dependent on the clients served and new protocols have been added this year to include HIV PrEP, and Rapid ART which has added testing for the management of HIV. In addition, an increase in TB patients without insurance who are also Medicaid ineligible also contributed to increased costs. In addition, we are in the process of upgrading our electronic medical record system which requires consistency during implementation. This will allow us to cover the gap of services during the transition and while we finalize the new RFP for laboratory services as a result.

3. Informal bids received and prices for each:

Current pricing is based on previous contract with discount rate of 55%; includes all testing supplies.

4. If lowest bid was not accepted, Explain:

Ordinance No.: 2256-2025

Approved By: Authorized Approval on Corresponding Legislative File
