

**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 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 Lowest bidder made minor exceptions to bid specification

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

The lowest bidder, Ricart Properties, Inc. dba Ricart Ford, Inc. took an exception to two clauses of the bid. Ricart Properties, Inc. dba Ricart Ford, Inc. will provide the standard Ford powertrain warranty of 60,000 miles instead of the 100,000 miles asked for in the bid. (The bid specification asked for by the City should not have been written as such. It was not the intention of the City to disqualify Ford dealers). Ricart Ford Inc. also proposed providing replacement vehicles for warranty work that takes more than 10 days, for a period of 3 years and 36,000 miles instead of five years as asked for in the bid. (This provision is new to fleet bids; it has been included in several bids recently. The City is discovering that most bidders are objecting. Therefore, this language will be removed from future bids). The Purchasing Office in conjunction with the Fleet Management Division believes it is in the best interests of the City to accept these exceptions. If the award were made to the only bidder not to take exception to these clauses, the City would spend over an additional \$1,400 for each compact automobile, and an additional \$4,400 for each mid-size automobile. Discussions with the highest bidder confirmed that allowing them to reduce the warranty to that proposed by Ricart Ford, Inc. would not lead to a lower bid on their part.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

Not applicable. Formal bids were received.

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

ORDINANCE #: 0365-2012

APPROVED BY: *Authorized Approval on Corresponding Legislative File*

DATE: February 14, 2012
