

CITY OF COLUMBUS-BID WAIVER INFORMATION FORM
To accompany legislation which waves any provision of Columbus City Code Chapter 329

1 Reasons for waiving City Code bid procedure:

- An unanticipated breakdown created an unplanned, emergency need.
- The item to be purchased is of a perishable nature
- Need to extend an existing contract for one (1) year or more where no provision for extension was included in the original bid/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:

2. Detailed explanation of reason: Both companies who responded to the bid were deemed non-responsive for failure to submit the entire bid package. Both however submitted pricing and required information. This was a non-pricing error

3 Informal bid procedure used:

- Telephone Quotations
- Written Quotations
- Negotiations

4. Informal bids received and prices for each: Formal bids were received.

5. If lowest bid was not accepted, explain: Low bidder did not meet the product specifications as detailed in the attachment.