

From: Barlow, Dianne I.
Sent: Friday, March 02, 2007 2:01 PM
To: Elkins, Sherry I.
Subject: Attachment

**BID WAIVER INFORMATION FORM
TO ACCOMPANY LEGISLATION
(LIMIT YOUR RESPONSE TO THIS SHEET)**

1. Reason(s) for Waiving City Code Bid Procedure:

- Purchase made from sole source.
- Emergency breakdown creating an unplanned need.
- Item to be purchased is of a perishable nature.
- It is impossible to obtain bids to satisfy need with time required by formal bidding process.
- Need to extend or increase an existing contract.
- Non-price errors on either the bidder's or the City's part in the bid proposal.
- A new law or regulation which requires immediate compliance.
- Other:

Explanation:

MS Consultants can meet the short time constraints of ODOT.

2. Was Informal Bid Procedure Used: Yes No Explain:

The City will save construction funds by building the bikeway underpass during ODOT highway construction. MS Consultants is ODOT's engineer and will use existing design information reducing engineering overhead as well as providing seamless continuity with ODOT District staff and field construction staff.

3. Informal Bid Received and Prices for Each:

N/A

4. If Lowest Bid Was Not Accepted, Explain:

N/A

Approved Alan D. McKnight
Director, Recreation and Parks
Department

Date: February 28, 2007