

**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

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

To ensure this phase of the project is completed on-time, Public Service will secure the traffic commodities required for the project. The lead time on these commodities can be up to 5 months from order. The Public Service, Division of Traffic Management, is requesting to waive bidding provisions of City Code Chapter 329 to establish a purchase order with Gexpro Columbus (Valmont Structures). The Gexpro Columbus quote was higher of the two quotes received. Because of the time sensitivity of this project it was determined to contract with Gexpro Columbus because of shorter lead time for products to be received.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

N/A

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

Because of the time sensitivity of this project it was determined to contract with Gexpro Columbus because of shorter lead time for products to be received.

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APPROVED BY: _____