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**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)

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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: The original contract allowed for an extension, however, a lower price was negotiated with a new company, Argonaut. Research was conducted by both the City and the insurance contractor to examine the insurance marketplace. As a result of the research and through negotiations, the City will maintain the same services and the same deductible at a reasonable cost given the state of the market. It is important to continue the current policy because insuring the properties reduces the City's risk, it will maintain continuity of service, and the price offered is lower than the industry projections.

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2. Informal bid procedure used:       Yes       No      Explain:

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3. Informal bids received and prices for each:

Travelers Insurance Co.  
Coregis Insurance Co  
Argonaut Insurance Co.

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4. If lowest bid was not accepted, Explain:

N/A

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**Approved:**

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**Director Authorized to Contract on Behalf of The City**

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**Date**

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