

**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 and 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):

The City Treasurer's Office assumed the responsibility for the consumer payments portion of the relationship with First Data Government Solutions, LP (as a banking-related service) consolidating the city's contracts for the departments of Public Utilities, Public Service and Building and Zoning under one umbrella during 2012. The contracts for electronic payment services were an outgrowth of a bid in 2004. The City Treasurer planned to include these services among the other banking services that were bid during 2012. However, including them within the banking contract would have limited the respondents to banks, as well as increase the complexity of the banking RFP. It became clear that the consumer payment processing services, which includes a web portal and interactive voice response systems, should be bid separately, after the city's banking partners were established. As a consequence, an additional contract year is sought to prevent interruption of services while bid specifications are developed. A bid waiver is, therefore needed.

---

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

---

4. The cost of electronic payment services is a continuation of current pricing provided to each of the city agencies (Public Utilities, Power and Water; Building and Zoning Services and Public Service receiving the service. The same pricing is available to any other city agency wishing to offer electronic payments.

---

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

N/A

---

ORDINANCE #:

APPROVED BY:

\_\_\_\_\_  
*Authorized Approval on Corresponding Legislative File*

DATE:

February 7, 2012

---