

**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 Purchasing directly from manufacturer with a fixed pricing set for all distributors

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

Pesticide supplier Syngenta offers a seasonal purchasing program to its distributors which packages pesticides into bundles and offers deep discounts and rebates when the pesticides are purchased in the fall. Syngenta also sets pricing resulting in equal pricing between all distributors. Harrell's is the only local vendor to include additional free services such as soil and water testing and educational training programs with the pesticide purchase and these are of value to the Recreation and Parks Department. Due to the set pricing across distributors and the provision of additional free services by Harrell's, competitive bidding is requested to be waived.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

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

ORDINANCE #:

APPROVED BY:

Authorized Approval on Corresponding Legislative File

DATE:
