
**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. 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: Formal bids were received; however, submittal of additional terms and conditions submitted by the bidder rendered the bid non-responsive.

2. Informal bid procedure used: Yes No Explain:

Formal bids were opened by the Purchasing Office on October 27, 2005. The Purchasing Office advertised and solicited competitive bids in accordance with Section 329.06. (Proposal No. SA001753). One bid was received. The bidder, In-Situ, Inc. submitted additional terms and conditions with their proposal, deeming them non-responsive. The terms and conditions have been rescinded by the bidder in writing. Completion of this waiver will allow the contract to be processed on an informal basis with the sole bidder, in the shortest time possible.

3. Informal bids received and prices for each:

Formal bids received (total of one each of 11 parts and Technical Support):
In-Situ, Inc. - \$5,537.00
The Division anticipates spending \$70,000.00 annually on this option contract.

4. If lowest bid was not accepted, Explain:

This was the sole bid received.

Ordinance No.: 2010-2005

Approved By: Authorized Approval on Corresponding Legislative File
