

**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):

ED015818 was established, in the amount of \$20,000, with Capital Fire Protection Company for maintenance and repair services for the Division of Electricity's fire sprinkler suppression system. Capital Fire Protection Company installed the system in 1952 and is very familiar with the inner workings of the system. Additional funds are requested in order to make repairs to certain area of the system that is failing in the North Pump House.

3. Informal procedure used:

- telephone quotations
- written quotations
- Negotiations

4. Informal bids received and prices for each:

Capital Fire Protection Company provided written quotations to repack fire pump and to make repairs to the pump house. The division is requesting a blanket agreement, in the amount of \$10,000, to cover those costs plus the cost of annual testing and any contingencies that may arise between now and when the 2005 budget is passed.

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

ORDINANCE #:

APPROVED BY:

Authorized Approval on Corresponding Legislative File

DATE:
