
**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: The existing contract recently expired, so a new contract is needed to authorize and fund the remainder of the project.

2. Informal bid procedure used: ☒ Yes ☐ No Explain:

The existing contract was bid (RFP process) and awarded to Mission Critical Partners. That contract expired on 11/5/25. We would like to enter into a new contract that covers the period of 11/5/25-3/31/26 so that the project can be completed.

3. Informal bids received and prices for each:

There were five proposals received and the evaluation committee rated Mission Critical Partners the highest.

4. If lowest bid was not accepted, Explain:

We used the RFP process for this bid.

Ordinance No.: 3385-2025

Approved By: Authorized Approval on Corresponding Legislative File
