

**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):

Formal bids were received for pneumatic rubber tire rollers. The Purchasing Office opened formal bids March 14, 2013 for the purchase of two (2) pneumatic rubber tire rollers for the Division of Planning & Operations. Three bids were received. The bids were reviewed based on meeting specifications and overall cost proposals. A bid waiver is being requested to award to Rudd Equipment. Rudd Equipment submitted their bid prior to the bid addendum being posted. For their bid to have been complete, Rudd Equipment needed to resubmit their bid after the bid addendum was posted. Waiving bid will save the city approximately \$12,000.00

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 #: 1013-2013

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE: _____
