

**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):

This vendor has been providing concessions at Berliner Sports Complex for about 10 years. They were previously under contract with a non-profit to provide concessions during the late-February to mid-November season. However, CRPD has since severed ties with the non-profit, so CRPD needs to contract directly with Wright's Concessions to provide the concessions. There is not enough time to go to bid in order for concessions to be available for the start of the 2025 season in late February. Wright's is familiar with the community and city operations and procedures and have proven to be reliable, responsible, cautious and attentive in the care of youth participants. The past performance of this vendor is considered to be an adequate statement of qualifications confirming that they are the best choice for the contract, therefore, the Department is requesting that the bidding requirements of Columbus City Code Chapter 329 be waived pursuant to Section 329.27.

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 #: 3222-2024

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE: