

**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 Vendor has already completed phases I and II of three phase evaluation.

2. Detailed explanation of reason (must be completed by division):

Quality Performance completed phases I and II of the evaluation process so this is essentially completion of the original evaluation that began in 2013 that called for three phases. This provides Quality Performance with intrinsic knowledge and understanding of the APPS program and its evolution thus providing continuity of service. A new vendor would have to obtain this knowledge and understanding thus resulting in considerable more cost and time to complete the project.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

Quality Performance \$24,250

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

ORDINANCE #:

APPROVED BY:

Authorized Approval on Corresponding Legislative File

DATE: