
**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 current contract expires 2/28/2013 and no extensions are available.

2. Informal bid procedure used: Yes No Explain:

Formal bids were done January 17, 2013. All bids were non-responsive; however, one of the companies erred in not providing essential information needed for our contract. The bidder has and has had this contract in the past. We negotiated an agreement on an informal basis and are recommending award to Cintas Corporation.

3. Informal bids received and prices for each:

See above.

4. If lowest bid was not accepted, Explain:

Bidders did not have a local facility with inventory and fitting and sizing capability at that facility.

Ordinance No.: 0499-2013

Approved By: Authorized Approval on Corresponding Legislative File
