

**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)

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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 and 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 \_\_\_\_\_

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

MH Equipment/MH Logistics was low bidder on items 1-4 (\$44,247.00). The manufacturer, Nilfisk-Advance, provided a quote to MH Equipment/MH Logistics in error. MH Equipment/MH Logistics therefore had to submit written communication withdrawing their bid as they cannot honor their quote, being that they are not an authorized equipment dealer for Nilfisk-Advance; and therefore cannot sell the equipment to the City of Columbus. The second low bidder, Jordan Power Equipment Company is an authorized dealer and met specifications for the sale, service, and repair of the equipment as stated in the bid; (\$45,770.48).

Because of the error made by Nilfisk-Advance in providing a quote to an unauthorized dealer, the Purchasing Office negotiated with Nilfisk-Advance to provide the equipment to Jordan Power Equipment Company, the lowest bidder actually authorized by Nilfisk-Advance to sell the equipment, to provide the equipment to the City at the cost of \$44,247.00. Nilfisk-Advance and Jordan Power Equipment Company agreed to this proposal. Therefore, it is necessary to waive competitive bidding.

Therefore, this ordinance asks City Council to waive the competitive bidding provisions of the Columbus City Codes and to accept the negotiated price from Jordan Power Equipment Company in the amount of \$44,247.00 for items 1-4 including manuals, training and warranty, as specified.

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3. Informal procedure used:

- telephone quotations
- written quotations

negotiations

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4. Informal bids received and prices for each:

See attached bid tabulation.

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

Lowest bid is accepted after MH Equipment withdrew their bid.

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APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Authorized Signature)

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