

**BID WAIVER INFORMATION FORM
TO ACCOMPANY LEGISLATION
(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 – The Division of Fire (CFD) is in need of purchasing an incident command accountability module to replace the initial module, which did not meet performance expectations, purchased from Scott Safety/3M via Ordinance 1915-2016 passed 7/18/2016.
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2. Detailed explanation of reason (must be completed by division):

The Division of Fire (CFD) is in need of purchasing an incident command accountability module to replace the initial module purchased from Scott Safety/3M via Ordinance 1915-2016 passed 7/18/2016. The module that was purchased did not meet performance expectations and was returned to the vendor for a full refund. Columbus Fire's Health, Safety & Innovation Bureau evaluated several other established market leaders in incident command accountability solutions, and determined that Tablet Command provides a solution that will provide CFD with a product that meets, if not exceeds, the myriad of requirements of the division.

3. Informal procedure used:

- telephone quotations
 - written quotations
 - negotiations
 - formal bids
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4. Informal bids received and prices for each: See attached quote.

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

APPROVED BY: _____ DATE _____
(Authorized Signature)