

**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 software is essential to the Chris project. Due to project timelines and in order to mitigate risk to the project schedule, pricing information was utilized from a State of Ohio State Term Contract (0A07004 with the State of Ohio – expiration date 6/30/2010), in the amount of \$31,990.00

3. Informal procedure used:

- ☐ telephone quotations
- ☒ written quotations
- ☐ negotiations

4. Informal bids received and negotiated prices for each:

ORDINANCE #: 1340-2009

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE:
