

**ORD 1768-2011 BID WAIVER
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):

The Department of Technology currently has a contract with Business Software, Inc (BSI) for the software maintenance and support on the BSI Tax Factory application utilized with the Lawson software for the CHRIS project HR/Payroll implementation.

This legislation requests approval to waive the competitive bidding provisions of the Columbus City Code Section 329 due to the fact that the maintenance and support for the BSI Tax Factory application is only available through the reseller from which the system was licensed. Under the original contract with Lawson Software Ord.1799-2007, passed by Columbus City Council on November 26, 2007, it was identified that the named reseller for the Tax Factory application, which is utilized with the Lawson software for the CHRIS project, would be Business Software, Inc. The initial software maintenance and support contract with Business Software, Inc. (BSI), ED040348, was established in 2009. The bid waiver will allow the City to continue the maintenance and support necessary for the operation of the BSI Tax Factory application.

3. Informal procedure used:

- telephone quotations
- Internet research and written quotations
- negotiations

4. Informal bids received and prices for each:

N/A

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

ORDINANCE #: 1768-2011

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE: