

**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 Contract expired before Purchase was able to be completed.

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

Due to processing delays and year-end Performance cut-offs, purchase orders for these vehicles were not established prior to the expiration of the Universal Term Contract, which occurred on 12/31/12.

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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:

This was a previous contract that expired before execution of purchase that was approved by Ordinance 2520-2012 and given AC034343

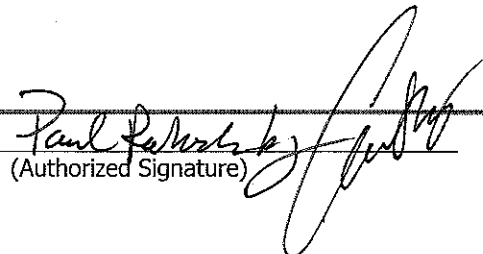
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5. If lowest bid was not accepted, explain criteria for award:

N/A

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APPROVED BY:

  
(Authorized Signature)

DATE:

1/11/13