
**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. In accordance with section 329.27 of the Columbus City Code, City Council may determine that the City's best interest is served by waiving the City Code Formal Bid procedures for the following reason(s): (Note that these reasons are all based on time. Currently, formal bid average completion time is 160 calendar days.)

- An unanticipated breakdown created an unplanned, emergency need.
- The item to be purchased is of a perishable nature, the price or availability will perish before the formal bid process can be completed.
- Need to extend an existing contract for one year or more where no provision for extension was included in the original bid/contract.
- Need to increase a contract for additional supplies/services, although the original contract obligations have been fulfilled.
- A new law or regulation requires immediate compliance; there is insufficient time to accomplish formal competitive bidding and satisfy the needs in order to comply.
- Other: There is not enough time to obtain formally advertised, competitive sealed bids to satisfy the needs because: _____

2. Informal bid procedure used: Yes No Explain:

Written Quotations; The additional work order requested is based on existing project tasks we have already completed with Falhgren. Having them finalize these similarly situated marketing items would reduce the execution timeline for these pieces and be more cost effective for the City in completing this work.

3. Informal bids received and prices for each:

; Please See Attached...

4. If lowest bid was not accepted, Explain:

N/A

Ordinance No.:

Approved By: Authorized Approval on Corresponding Legislative File

fahlgren mortine

Remittance Address

4030 Easton Station, Suite 300
Columbus, OH 43219

Electronic Payments

Routing #051900395
Account #43093491

City of Columbus
150 S Front Street, Suite 220
Columbus, OH 43215

INVOICE

Invoice Number : 047472
Date : 10/13/2017
Page : 1
Client PO:

	Current
Job: 014076 - City of Columbus Factbook	
Agency Services	8,737.50
Total for Job:	8,737.50
<hr/>	
Sub-Total	8,737.50

*Taxable

Total	\$8,737.50
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11/29/17

fahlgren mortine

Remittance Address

4030 Easton Station, Suite 300
Columbus, OH 43219

Electronic Payments

Routing #051900395
Account #43093491

Handwritten red notes:
1
0,52
0,52

City of Columbus
150 S Front Street, Suite 220
Columbus, OH 43215

INVOICE

Invoice Number : 047473
Date : 10/13/2017
Page : 1
Client PO:

	<u>Current</u>
Job: 014079 - City of Columbus Full Page Ad	
Agency Services	4,992.50
Total for Job:	<u>4,992.50</u>
Sub-Total	4,992.50

*Taxable

Total	\$4,992.50
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Handwritten signature: JH
11/29/17

fahlgren mortine

Remittance Address

4030 Easton Station, Suite 300
Columbus, OH 43219

Electronic Payments

Routing #051900395
Account #43093491

City of Columbus
150 S Front Street, Suite 220
Columbus, OH 43215

INVOICE

Invoice Number : 048761
Date : 11/10/2017
Page : 1
Client PO:

	Current
Job: 014076 - City of Columbus Factbook	
Agency Services	933.75
Total for Job:	<u>933.75</u>
Sub-Total	933.75

*Taxable

Total	\$933.75
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 11/15/17

Estimate

City of Columbus
Fiscal Office/Department of Technology
PO Box 2949
Columbus, OH 43216-2949

Estimate : 1841 - 1 - 1
Date : 2/12/2016
Page : 1/1

Estimate: 001841	City of Columbus Postcard	Job: 014078	City of Columbus Postcard
Component: 01	City of Columbus Postcard	Component: 001	City of Columbus Postcard
Quote: 01			
Revision: 0			

This estimate is for agency hours to create a new announcement postcard for the City of Columbus.

FM to provide design and copy for 2-3 postcard options.

This includes two rounds of revisions. This does not include photography, retouching or printing costs.

Estimate is +/- 10%. Any change in scope or direction will require a revised estimate.

Description:	Amount:
Client Engagement 3-5 hrs	806.25
Creative Direction 1-2 hrs	483.75
Production/Project Management 2-3 hrs	403.13
Visual Art 6-10 hrs.	1,451.25
Writing 3-5 hrs	725.63
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Total For Estimate:	\$3,870.01

Estimate

City of Columbus
Fiscal Office/Department of Technology
PO Box 2949
Columbus, OH 43216-2949

Estimate : 3984 - 1 - 1

Date : 9/22/2017

Page : 1/1

Estimate: 003984 Factbook Updates
Component: 01 Factbook Updates
Quote: 01
Revision: 0

Job: 021902 Factbook Updates
Component: 001 Factbook Updates

<u>Description:</u>	<u>Amount:</u>
Client Engagement	4,500.00
Production/Project Management 8-10 hrs	1,250.00
Visual Art 25-30 hrs	4,050.00
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Total For Estimate:	\$9,800.00

Estimate

City of Columbus
Fiscal Office/Department of Technology
PO Box 2949
Columbus, OH 43216-2949

Estimate : 3985 - 1 - 1
Date : 9/22/2017
Page : 1/1

Estimate: 003985 City of Columbus Print Ad_Two
Component: 01 City of Columbus Print Ad_Two
Quote: 01
Revision: 0

Job: 021904 City of Columbus Print Ad_Two
Component: 001 City of Columbus Print Ad_Two

This estimate is for agency hours to create a new print ad for City of Columbus.

This includes design, copy, creative direction, project management and client engagement.

FM to create new copy and design based on the look/feel of ads previously created for Columbus CEO and Site Selection.

This includes two rounds of minor revisions only.

Estimate is +/- 10%. Any change in scope or direction will require a revised estimate.

Description:

Amount:

Agency Hours

2,475.00

Total For Estimate:

\$2,475.00

Estimate

City of Columbus
Fiscal Office/Department of Technology
PO Box 2949
Columbus, OH 43216-2949

Estimate : 3977 - 1 - 1
Date : 9/20/2017
Page : 1/1

Estimate: 003977 City of Columbus Print Ad_One
Component: 01 City of Columbus Print Ad_One
Quote: 01
Revision: 0

Job: 021903 City of Columbus Print Ad_One
Component: 001 City of Columbus Print Ad_One

This estimate is for agency hours to create a new print ad for City of Columbus.

This includes design, copy, creative direction, project management and client engagement.

FM to create new copy and design based on the look/feel of ads previously created for Columbus CEO and Site Selection.

This includes two rounds of minor revisions only.

Estimate is +/- 10%. Any change in scope or direction will require a revised estimate.

<u>Description:</u>	<u>Amount:</u>
Agency Hours	2,475.00

Total For Estimate: \$2,475.00
