

**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 modify/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):

KNS is the security software Vendor of Record for the Finance & Management Department and it is necessary to allow a single vendor (KNS) to provide the hardware, software, and installation services and provide a single point of contact for software and hardware issues and staff training needs in order to minimize compatibility and integration issues, improve service and reliability of the Municipal Campus security communication system.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

Received quote for vendor.

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

Lowest bid is accepted.

ORDINANCE #:	1942-2016
APPROVED BY:	<i>Authorized Approval on Corresponding Legislative File</i>
DATE:	7/10/16
