
**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:

City Code 329 was modified to require all service contractors to pay a responsible wage and provide a health insurance benefit. Real Estate and Land Redevelopment and Fiscal found the Invitation to Bid (ITB) process does not allow a City agency to negotiate pricing to ensure awarded bidders account for responsible wage requirements. In addition, the ITB process is limited to the lowest bid rather than weighing the contractor's ability and capacity to perform the demand of the contract.

By processing the procurement project as a Request for Statement of Qualifications (RFSQ) and scoring each offeror on their experience, equipment, and personnel allowed the evaluation committee to determine the most qualified contractors to perform the services on city-owned parcels.

The Division of Real Estate and Land Redevelopment published and notified registered vendors of the procurement project through the City's Vendor Services portal and bulletin.

The RFQ provided instructions to submit supporting documentation on the City's Bonfire portal. A bid waiver is required to enter into contracts because the Request for Statement of Qualifications (City Code 329.27) process allows agencies to award only professional service contracts, and technical proposals were not requested from offers since we provided technical specification requirements to follow.

3. Informal bids received and prices for each:

4. If lowest bid was not accepted, Explain:

Ordinance No.:0363-2026

Approved By: Authorized Approval on Corresponding Legislative File
