

Ordinance 1375-2006

**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 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 _____

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

The Purchasing Office advertised and solicited competitive bids in accordance with the Columbus City Code, Section 329.06(a), bid #SA002007. There were two bidders; neither offered pricing for all items for which pricing was requested in the ITB. Research showed the items were not bid because each bidder had to purchase the items from third parties. Should there be product failure, and to avoid conflict between parties, the Division feels it is critical that all of the items be purchased from the same supplier. Given there were two bidders, the Purchasing Office sent a request for each bidder to provide pricing for those items not included in the original bid response. One bidder chose to respond the other chose not to respond. AEROFLEX Wichita, Inc. was the bidder. Even though the formal process was used, neither respondent chose to bid all items. An informal process was used to request all items to be bid, only one respondent chose to bid.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

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

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APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE:
