

**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 Due to negotiations after formal bids opened.

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

Four bids were received on November 9, 2017 for the New Jackson Pike Substation Transformer Project and all were deemed non-responsive. The Division attempted to negotiate the necessary revisions from the apparent low bidder, PTI Transformer, but they did not respond to the City's request to waive their terms and conditions or modify their transformer design. As such, PTI was again judged non-responsive.

The Division then tried to negotiate with the second lowest bidder, VRT Power Ltd. VRT agreed to accept the City's terms and conditions and hold their pricing for 60 days from the bid opening, and submitted a modified design that would allow the transformer to fit within the substation.

~~Informal~~ **Formal** procedure used: Formal bids were received November 9, 2017.

- telephone quotations
- written quotations
- negotiations

3. ~~Informal~~ **Formal** bids received and prices for each:
VRT Power Ltd. – \$920,414.00

4. If lowest bid was not accepted, explain criteria for award:
Contract being awarded to second lowest bidder with negotiated terms.

APPROVED

DATE:

BY:

(Authorized Signature)
