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**BID WAIVER INFORMATION FORM  
TO ACCOMPANY LEGISLATION  
(LIMIT YOUR RESPONSE TO THIS SHEET)**

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**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 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 Special requirements necessary for physician services.
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**2. Detailed explanation of reason (must be completed by division):**

The requirements for these physician services are specific to Pulmonary medicine and Tuberculosis control. OSU Hospitals can provide a physician who has the necessary requirements. This relationship between OSU and the TB Clinic will also provide better coordination since OSU hospital is utilized to care for TB patients with active Tuberculosis.

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**3. Informal procedure used:**

The Medical Director of the Columbus Health Department contacted area physicians specializing in Infectious Disease or Pulmonary medicine, expressing a need for these specialized services in the Ben Franklin TB Clinic. OSU Hospitals responded and has provided a physician who meets the criteria for the TB Program.

- telephone quotations
  - written quotations
  - negotiations
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**4. Informal bids received and prices for each:**

\$100 an hour is minimum for a physician with the expertise that is needed for the management of Tuberculosis.

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**5. If lowest bid was not accepted, explain criteria for award: N/A**

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APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
(authorized signature)

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