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**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)**

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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: It is difficult to award an MRO UTC as the product line is varied and the City is unable to predict with much accuracy what and how much will be purchased.

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2. Informal bid procedure used:       Yes       No      Explain:

The City is implementing a new e-catalog system and will upload into the e-catalog most catalog-type and price list type UTC contracts. Currently, the City has no general Maintenance, Repair, and Operations UTC's. It is difficult to award an MRO UTC through a solicitation as the product line is varied and the City is unable to predict with much accuracy what and how much will be purchased. By uploading these three catalogs to the e-catalog, the agencies will be able to search, review and order the needed items at discounted prices. Therefore, the selected suppliers will be, in a sense, bidding within the e-catalog system each time a city user searches and compares items. This change will enable the City agencies to more efficiently purchase MRO items with cost savings.

The three MRO vendors authorized through this ordinance will not be competing with those businesses that have won City UTC's through bids. All items these MRO companies offer will be available in the e-catalog, except items the City already has a competitively bid contract for. It is the intention of this bid waiver request to fill in the gaps, not to drive spend away from vendors who have won competitive bids. In cases where an item is available under a bid contract, the e-catalog will direct and authorize City users to purchase from the bid winning contracted vendors.

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**3. Informal bids received and prices for each:**

Negotiations

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**4. If lowest bid was not accepted, Explain:**

N/A

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**Ordinance No.:0886-2014**

**Approved By: Authorized Approval on Corresponding Legislative File**

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