

**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 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 _____

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

It was originally estimated that the Commissioners of Franklin County, Ohio would assume the custodial responsibilities at the Municipal Court building on March 1, 2009. However, they will not be able to assume said responsibilities until April 1, 2009. Without an extension of one month, the building would not have custodial services for the month of March 2009.

3. Informal procedure used:

- telephone quotations
- written quotations
- * negotiations

4. Informal bids received and prices for each:

Not Applicable.

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

Dove Building Services was awarded a formal contract that is now out of renewal options. They are being asked to remain for one additional month.

ORDINANCE #:

APPROVED BY:

Authorized Approval on Corresponding Legislative File

DATE:
