

BID WAIVER INFORMATION FORM
TO ACCOMPANY LEGISLATION
(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: see below
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2. Detailed explanation of reason (must be completed by division):

Even though refuse disposal services are available in the market place other than those offered by SWACO, competitive bidding must be waived because of the City's contractual relationship with SWACO.

3. Informal procedure used:

- telephone quotations
- written quotations
- Negotiations

Fees are determined based on SWACO's rate setting process in which the City of Columbus has participated, based upon its membership on the SWACO Board.

4. Informal bids received and prices for each:

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

APPROVED BY: Linda K. Page by DJB **DATE** _____
(authorized signature)