

**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 See Number 2 below.

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

A competitive process to solicit paver replacement services, was attempted by the Department via RFQ028099. Zero responses were received to the request for quotations, therefore requiring a waiver of the competitive bidding provisions of Columbus City Code, Chapter 329. Roberts Service Group, Inc. was asked to provide a quote for the removal, excavation, replacement and installation of pavers. This vendor has completed similar work for the Division in the past.

3. Informal procedure used:

- ☐ telephone quotations
- ☒ written quotations – Quotes were requested from Roberts Service Group, Inc.
- ☐ negotiations

4. Informal bids received and prices for each:

N/A

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

N/A;

ORDINANCE #:	<u>1734-2025</u>
APPROVED BY:	<u>Authorized Approval on Corresponding Legislative File</u>
DATE:	<u>6/16/25</u>
