

**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 – Competitive bidding is being waived for each of the below vendors. City agencies are required to obtain at least three actual quotes from STS vendors; the Fire Division is not able to do so, given the lack of available manufacturers of custom fire apparatus within the State of Ohio's STS schedule.
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2. Detailed explanation of reason (must be completed by division):

The Division of Fire, is in need to purchase the fire apparatus and related equipment as specified in this ordinance to replace venerable front line emergency response vehicles, and outfit these vehicles with necessary firefighting equipment. The Division of Fire is requesting a Bid Waiver for the Atlantic Emergency Solutions, Sutphen Corporation, and Horton Emergency Vehicles due to the changes in STS bidder provisions. Competitive bidding is being waived for each of the below vendors. City agencies are required to obtain at least three actual quotes from STS vendors; the Fire Division is not able to do so, given the lack of available manufacturers of custom fire apparatus within the State of Ohio's STS schedule. Given the Division of Fire's need for custom apparatus, referencing a contract awarded through this program with three quotes is not possible, thus the submission of this bid waiver legislation to City Council.

3. Informal procedure used:

- telephone quotations
 - written quotations
 - negotiations
 - formal bids
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4. Informal bids received and prices for each: See attached quotes.

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

APPROVED BY: _____ DATE _____
(Authorized Signature)