

**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 below

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

Implementation of an employee severance plan is a complicated and specialized service for which it would be extremely difficult to develop and evaluate specifications. Employers Preferred Corporation has a proven track record of over 30 years experience implementing employee severance plans for municipalities and school districts throughout the country. The company has local experience in the successful implementation of an employee severance plan for Columbus City Schools. Finally, it is imperative that this program be implemented as soon as possible due to the financial situation the city is facing, and a competitive bidding process would significantly slow that process.

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:

N/A

ORDINANCE #: 1622-2008

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE: 10-9-08
