
**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. In accordance with section 329.27 of the Columbus City Code, City Council may determine that the City's best interest is served by waiving the City Code Formal Bid procedures for the following reason(s): (Note that these reasons are all based on time. Currently, formal bid average completion time is 160 calendar days.)

- An unanticipated breakdown created an unplanned, emergency need.
- The item to be purchased is of a perishable nature, the price or availability will perish before the formal bid process can be completed.
- Need to extend an existing contract for one year or more where no provision for extension was included in the original bid/contract.
- Need to increase a contract for additional supplies/services, although the original contract obligations have been fulfilled.
- A new law or regulation requires immediate compliance; there is insufficient time to accomplish formal competitive bidding and satisfy the needs in order to comply.
- Other: There is not enough time to obtain formally advertised, competitive sealed bids to satisfy the needs because: The Purchasing Office previously opened SA000549 and SA001069. Three contracts resulted from SA000549, one of which was created informally due to non-responsiveness and expires on May 31, 2004. Since two formal bid proposals have yielded unacceptable results and time is of the essence, the Division of Water is requesting that the proposal from Cintas Corporation be considered on an informal basis and a contract established as they are the lowest responsible and best bid.

2. Informal bid procedure used: Yes No Explain:

The City of Columbus chose Cintas Corporation's proposal because it was the lowest, responsible, non-responsive bid received. Cintas Corporation has agreed that the pricing submitted on their proposal for formal bid SA001069 would be the pricing for the Universal Term Contract.

3. Informal bids received and prices for each:

N/A

4. If lowest bid was not accepted, Explain:

Cintas Corporation offered the lowest overall cost when taking the overall cost of the completed uniform into consideration (ie, the cost of patches and application of them, stenciling) as well as a more complete line of the requested uniforms.

Ordinance No.: 0871-2004

Approved By: Authorized Approval on Corresponding Legislative File
