

**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 _____

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

The Department of Public Service has determined that it is in the best interest of the City to enter into contract with the Evans, Mechwhwart, Hambelton, and Tilton (EMH&T) for the Parsons/Livingston Avenue Improvement project. This allows the City to utilize the services of this consultant's knowledge of the project as the project designer. It is therefore necessary to waive the competitive bidding requirements of the City Code for this project.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

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

ORDINANCE #: 0738-2010
APPROVED BY: Authorized Approval on Corresponding Legislative File
DATE: 5/10/10
