

**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 Paul Werth Associates has provided work on media services in 2013-2015 for the Infant Mortality Commission and is familiar with the goals set forth by the Greater Columbus Infant Mortality Task Force.

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

Paul Werth Associates has the knowledge and background based on their media services completed for Columbus Public Health in 2013-2015 for Infant Mortality. This would provide a continuity of services for the branding of CelebrateOne as recommended by the Task Force.

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 #: 1404-2015

APPROVED BY: _____