

**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)

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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 Number 2 below.

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

The competitive process to solicit inspection, testing, removal, and/or remediation of hazard materials services, was completed by the Department via RFQ026935. Ohio Technical Services was the sole respondent, The contract established from that bid, expired March 2025. Due to funding limitations, the department was not able to establish a contract prior to the expiration. Therefore, given the timing and critical nature of this service, a waiver of the competitive bidding provisions of Columbus City Code, Chapter 329 is requested.

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3. Informal procedure used:

- ☐ telephone quotations
- ☒ written quotations – RFQ026935-Ohio Technical was the sole respondent.
- ☐ negotiations

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4. Informal bids received and prices for each:  
N/A

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

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ORDINANCE #: 3260-2025

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE: 12/1/2025

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