

**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 prior Plumbing Services UTC expired on February 28, 2026 after certain paperwork for a renewal was not able to be completed prior to expiration. A short-term contract needs to be established to ensure plumbing services can be performed throughout City of Columbus facilities. This contract allows for services to be continued while a formal bid process is conducted to establish a new UTC for these services.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

N/A – negotiated with prior UTC vendor for a new short-term contract while a new bid is completed

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

N/A

ORDINANCE #: 0796-2026

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE: 3/11/2026
