

CITY OF COLUMBUS
BID WAIVER INFORMATION FORM

TO ACCOMPANY LEGISLATION WHICH WAIVES RELEVANT 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 See below.

2. Detailed explanation of reason (must be completed by division): There is an immediate need to continue to receive these services from the current vendor to ensure continuity of services from a company familiar with daily operations of Technology Department.

3. Informal procedure used:

- ☐ telephone quotations
- ☒ written quotations – (via state contract for pricing)
- ☒ negotiations

4. Informal bids received and prices for each:

Named vendor provided hourly pricing by job classification

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

N/A

ORDINANCE #: 2984-2024

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE:
