

**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 Office of Education competitive process was used to determine providers

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

RLOI sent to all licensed child care providers in Franklin County. The providers that met our basic requirements were all chosen.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

Letters of intent and applications received. Prices were not a part of the process.

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

The process did not include bids.

ORDINANCE #: 1786-2026

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE:
