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**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. In accordance with section 329.27 of the Columbus City Code, City Council may determine that the City's best interest is served by waiving the City Code Formal Bid procedures for the following reason(s): (Note that these reasons are all based on time. Currently, formal bid average completion time is 160 calendar days.)

- An unanticipated breakdown created an unplanned, emergency need.
- The item to be purchased is of a perishable nature, the price or availability will perish before the formal bid process can be completed.
- Need to extend an existing contract for one year or more where no provision for extension was included in the original bid/contract.
- Need to increase a contract for additional supplies/services, although the original contract obligations have been fulfilled.
- A new law or regulation requires immediate compliance; there is insufficient time to accomplish formal competitive bidding and satisfy the needs in order to comply.

Other: Waiver of Section 329.07(h)(1) of the Columbus City Codes as the competitive bidding process to be used by the Purchasing Office . Given the complexity of the criteria involved and multitude of services being provided and evaluated, Section 32.14 (Awarding Professions Services through requests for proposals) was the process used to obtain and evaluate proposals.

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2. Informal bid procedure used:  Yes  No **Explain:** As required in Section 329.14, a committee was established to review proposals and rank the offerors. Three offerors were selected to give presentations to the committee and following the presentations the committee submitted rankings the the Finance and Management Director.

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3. Informal bids received and prices for each: The Purchasing Office originally opened formal bids on June 9, 2011. The Purchasing Office advertised and solicited competitive bids in accordance with Section 329.14. (Proposal No. SA003945). Ninety six (96) (M1A:4, F1:0) bids were solicited; A total of six (6) bid proposals (M1A:0, F1:0) were received.

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4. If lowest bid was not accepted, Explain: The Finance and Managment Director selected Sprint Solutions, Inc. as the offeror with whom to conduct negotiations.

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