

**BID WAIVER INFORMATION FORM
TO ACCOMPANY LEGISLATION
(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 –

An evaluation committee consisting of three representatives from the Department of Public Service, one from the Division of Fleet Management and one from the Department of Finance ranked written proposals submitted by the offerors. One finalist was invited to make oral presentations and then submit pricing. After evaluating all offers and viewing the presentations, in compliance with Columbus City Code 329.14(g), the committee submitted final rankings. Competitive bidding is being waived for this purchase, as no provision exists within the City Code for such an evaluation process.

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

The Department of Public Service has a need for a new asphalt distributor truck and chip spreader for alley rehabilitation. Because of the complexity of this equipment, it was in the best interest of the City to conduct this bid as a request for proposal. This will be a one-time purchase.

3. Informal procedure used:

- telephone quotations
 - written quotations
 - negotiations
 - formal bids
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4. Informal bids received and prices for each:

The McLean Company - Diesel Powered Asphalt Distributor Truck	\$210,509.75
The McLean Company - Chip Spreader	\$254,385.00

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

N/A
