
**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 Cost effective to use vendor selected by the Ohio Department of Health.
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2. Detailed explanation of reason (must be completed by division):

The Columbus Health Department needs to use the same vendor the Ohio Department of Health is using to take advantage of cost savings and to ensure consistency of data collection and analysis in the course of conducting the over-sample of Franklin County in 2005.

3. Informal procedure used:

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

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

APPROVED BY: _____
(authorized signature)

DATE:
