

**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. 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: Agencies require a supply chain for these building maintenance items that include every other week or monthly replacements. Those options were not currently on the contract.

**2. Informal bid procedure used:**       **Yes**       **No**      **Explain:**

Informal solicitations were faxed to registered active suppliers, however, the only responses received were from Cintas and Spirit Services. The non-responsive companies were Janton, Rose Products, and Newark Janitorial, and Columbus Janitorial.

**3. Informal bids received and prices for each:**

	Cintas Corporation:		Spirit Services	
	Every other week	Monthly	Every other week	Monthly
30" mop	\$ .60	\$ .80	\$ 1.20	\$ 1.45
42" mop	.60	.80	1.25	1.85
Wet mops	.83	1.10	1.40	1.85
Floor mat 3 x 10	4.25	5.66	4.50	5.25
Floor mat 3 x 5	2.03	2.70	2.55	3.25
Floor mat 4 x 6	3.53	4.70	3.50	4.25
Scraper Mat	2.03	2.70	No Bid	No Bid

No other bids were received.

**4. If lowest bid was not accepted, Explain: Lowest bid accepted.**

**Ordinance No.: 2709-2003**

**Approved By: Authorized Approval on Corresponding Legislative File**