

**CITY OF COLUMBUS
BID WAIVER INFORMATION FORM**

TO ACCOMPANY LEGISLATION WHICH WAIVES RELEVANT 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 As a result ongoing labor negotiations with collective bargaining contracts citywide in 2017 and 2018, and subsequent major changes to the City's health insurance benefits, the Department of Human Resources decided not to engage in the request for proposal process for prescription drug insurance this calendar year. Therefore, the Department of Human Resources requests a waiver of competitive bidding requirements. The Department of Human Resources will comply with the competitive bidding provisions in Chapter 329 of the Columbus City Code in 2019 and enter into a new contract beginning February 1, 2020 via a request for proposal.

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

This contract was formally bid in December, 2014.

3. Informal procedure used:

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

N/A

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

N/A

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APPROVED BY: Authorized Approval on Corresponding Legislative File
DATE: 1/07/19
