

**CITY OF COLUMBUS
BID WAIVER INFORMATION FORM**

Ordinance No. 0510-2008

TO ACCOMPANY LEGISLATION WHICH WAIVES ANY 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 Specialized equipment required with existing PBX Telephone System implemented in 2007 to support both Police and Fire.

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

This is additional equipment being purchased from Horizon Chillicothe Telephone to maintain continuity with the existing PBX Telephone System located at the Division of Police, 120 Marconi Blvd. It is not in the best interest of the City to competitively bid this add-on equipment because we risk voiding the current warranty.

3. Informal procedure used:

- telephone quotations
- written quotations
- negotiations

4. Informal bids received and prices for each:

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

ORDINANCE #: ORD0510-2008 BidWaiverForm.doc
APPROVED BY: Authorized Approval on Corresponding Legislative File
DATE: 03/12/2008
