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. Reasons for waiving City Code bid procedure:

- [ ] emergency breakdown causing unplanned need
- [ ] item to be purchased is of a perishable nature
- [ ] need to extend and 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
- [X] other — The current agreement between Ohio Association of Municipal/County Court Clerks and FedEx provides a costs savings flat rate only offered through FedEx.

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

FedEx offers a discounted rate as a part of the Courts Program and is the sole company offering this cost-saving program for Courts. Additionally, the Municipal Court Clerk's case management system, CourtView, will only accept FedEx to interface with their system.

3. Informal procedure used: N/A

- [ ] telephone quotations
- [x] written quotations
- [ ] negotiations

4. Informal bids received and prices for each: N/A

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

ORDINANCE #: 2248-2023
APPROVED BY: *Authorized Approval on Corresponding Legislative File*
DATE: