

**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)

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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 This supplier has worked on this anti-drug campaign since 2005

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

Since 2005 Jane E. Torbica has worked with Strategic Response Bureau to develop anti-drug media campaign. Jane E. Torbica was paid \$15,000 in 2005-2006 and \$10,000 in 2006-2007. Beginning in 2008 the momentum of this campaign has increased and continuation of this contract is necessary due to celebrities and other sponsorships established on behalf of this contractor for the City of Columbus Division of Police's Anti-Drug Media Campaign "Focus on Dream, Not on Drugs".

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3. Informal procedure used:

- ☐ telephone quotations
- ☐ written quotations
- ☒ negotiations

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4. Informal bids received and prices for each:

Not Applicable

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

Not Applicable

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ORDINANCE #:

APPROVED BY:

Authorized Approval on Corresponding Legislative File

DATE:

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