

**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 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 _____

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

Because this contract is being entered into under Section 186 of the City Charter, competitive bidding is not required. Therefore it is necessary to waive the competitive bidding procedures of Chapter 329 of the Columbus City Code.

3. Informal procedure used:

- ☐ telephone quotations
- ☐ 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 #: 0851-2008

APPROVED BY: Terri Leist, Assistant Director

DATE:
