

**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 Grand total error on bid

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

The original bid submitted by The Quandel Group included a mathematical error in the calculation of their grand total. However, all of sub-totals were correct and are reflected in the amount in the ordinance. In communication with The Quandel Group, the City has verified that the subtotal amounts were the amount that The Quandel Group intended to bid. Because of this error, it is necessary to waive bidding in order to ignore the original erroneous bid and accept the corrected bid.

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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:

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ORDINANCE #:

APPROVED BY:

Authorized Approval on Corresponding Legislative File

DATE:

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