

**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):

JadeTrack is the City's provider for the GreenSpot metrics software. JadeTrack provides the Greenspot program with the technology and engagement tools to empower residents and businesses to track the impact of their sustainability efforts. It is practical and cost effective for the coordination and continuity of the project to use JadeTrack. Prices previously established in the contract were used to determine the cost of the contract.

3. Informal procedure used:

- ☐ telephone quotations
- ☒ written quotations
- ☐ negotiations

4. Informal bids received and prices for each:

Not Applicable.

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

Not Applicable.

ORDINANCE #:

APPROVED BY:

DATE:

Authorized Approval on Corresponding Legislative File
