

**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 The vendor is local and providing a preferred pricing arrangement

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

Columbus City Council is seeking to create a grant program to provide wall mounted baby-diaper changing stations to local businesses and other establishments with public-use restrooms to ensure equal access to the accommodations for parents of both sexes. Foundations World Wide, Inc. is the only Ohio-based manufacturer of baby-diaper changing stations and is willing to provide the units at cost for the program.

Other manufacturers were considered but there were no proposals requested, as Foundations presented the opportunity for a unique and local partnership.

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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:

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

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ORDINANCE #:

APPROVED BY:

DATE:

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*Authorized Approval on Corresponding Legislative File*

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