

**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 Vendor's response to formal bid included a change in the contract term

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

The Purchasing Office opened RFQ011284 and the sole bidder's response included a change in the contract term, from 2 years to 1. It is necessary to waive in order to accept this change in the terms of the original specifications.

3. Informal procedure used: None, a formal bid process was utilized

- ☐ telephone quotations
- ☐ written quotations
- ☐ negotiations

4. Informal bids received and prices for each:

Formal bid results - Solar Salt - \$177.14/ton delivered

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

N/A

ORDINANCE #: 1096-2019

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE: 5/15/18

