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**CITY OF COLUMBUS - SOLE SOURCE INFORMATION FORM**

TO ACCOMPANY LEGISLATION WHICH WAIVES  
ANY PROVISIONS OF COLUMBUS CITY CODE CHAPTER 329.  
(LIMIT YOUR RESPONSE TO THIS SHEET)

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**1. Verification of sole source: (Why no other individual or business entity is capable of supplying the needed item/service.)**

- Sole source manufacturer/distributor.
- Sole distributor authorized for this territory.
- Patented product purchased for owner/developer.
- Sole company offering this unique service.
- Other:

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**2. Describe any effort to bid for alternate item (service or product) that is not provided by a sole source that would meet this need:**

Letter received from company indicating that Hansen Banner, LLC is the sole owner, manufacturer, and sole source provider of software maintenance, support and professional services for the Customer Suite products being utilized by the Department of Public Utilities (DPU).

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**3. Describe efforts to determine/verify that the company is the sole source:**

Researched company website to verify that software resellers are not used for customized version of the software utilized by the Department of Public Utilities (DPU).

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**4. Indicate how the price or fee structure was determined:**

Hansen submitted a price quote that was in line with prior year costs, that was accepted by the City of Columbus, Department of Public Utilities (DPU) and the Department of Technology (DoT).

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**Ordinance No.:** 2857-2022

**Approved By:** Authorized Approval on Corresponding Legislative File

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