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)

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:

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:**

   The City of Columbus has been using the Legistar system since 2003 for the management of legislative files. Legistar software proprietary and Granicus is the sole supplier.

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

   N/A

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

   The vendor submitted a price quote for our basic annual maintenance and an upgraded OpsCloud project that was accepted by the City of Columbus, City Clerk's office.

Ordinance No.: 0386-2026
Approved By: **Authorized Approval on Corresponding Legislative File**