
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 KeyTracer system is developed by Canadian Time Systems (dba Key Tracer Systems Inc.). There are no third party companies approved by KeyTracer for equipment sales, installation, software, upgrades or maintenance and support services on the KeyTracer system. Consequently, no effort to bid for alternate maintenance and support services has been conducted.

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

Canadian Time Systems (dba Key Tracer Systems Inc.) provided a sole source letter verifying that they are the sole distributor and provider of maintenance and support for the KeyTracer System.

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

Canadian Time Systems (dba Key Tracer Systems Inc.) provided a quote for the annual maintenance and support renewal. The City accepted the quoted prices.

Ordinance No.: 1850-2017

Approved By: Authorized Approval on Corresponding Legislative File
