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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:**

LEEDS Precision Instruments is the only manufacturer of firearms/toolmarks microscopes having ISO 17025 calibration certificates for all its measuring capabilities. Only other microscope commonly used in the area of forensic firearms identification is manufactured by Leica Microsystems. This microscope is NOT calibrated to ISO 17025 specifications as required by our accrediting body.

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

- Internet search
- Communication with LEEDS Precision Instruments
- Discussion with other Firearms Examiners & AFTE website
- Letter from the company stating it is a sole source

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

LEEDS Precision Instruments submitted quotation # 74248

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**Approved:** \_\_\_\_\_

Director Authorized to Contract on Behalf of The City

\_\_\_\_\_ Date

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