
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 Ohio Department of Health bids out this security paper purchase and we are required to purchase this security paper through ODH each year.

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

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

Price is determined by bids handled by the Ohio Department of Health

Ordinance No.: 1452-2025

Approved By: Authorized Approval on Corresponding Legislative File
