

**CITY OF COLUMBUS
SOLE SOURCE INFORMATION FORM**

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

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

☒ sole manufacturer/distributor

☐ sole company offering this unique service (manufacturer's warranty/product support)

☐ other _____

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2. Describe efforts to determine that the company was a sole source:

Allita 360 software is software utilized for applications for emergency rental assistance (ERA). It began being used by ERA agencies in Columbus and Franklin County starting in early 2021. Allita 360 is the leading product for ERA applications and the wide use within our community among various agencies streamlined processes for managing the overall program. This software allows for a universal system for online applications, compliance and reporting. The current software houses the data for ERA applications since the beginning of this program which is expected to sunset in 2024.

Allita 360 software was sold in 2022 to Housing and Development Software.

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3. 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 looked at the needs of the current program and potential end of the program in the coming year. The City determined it would be prohibitive to change software while nearing the end of the federal program. The current software houses all data and reporting needs for closing out the program.

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

Prior to this contract the software was paid for individually by each agency who works on emergency rental assistance. In determining the price for the next year the City and HDS looked at what was being paid individually by agencies and how many agencies the City would be working with in the future to distribute emergency rental assistance. This contract also includes users who distribute ERA for Franklin County, training classes, reporting and chat support. The Department of Development consulted with Department of Technology staff to discuss the price and features of the software.

ORDINANCE #:

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE: _____
