

**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)

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 \_\_\_\_\_

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

Research was performed to determine if any other vendor provided the same or similar instrumentation. Qiagen is the only manufacturer and distributor of the EZ1 instruments.

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 crime laboratory currently has four other EZ1 instruments that are validated and in use. Purchasing a different extraction instrument would require time consuming and expensive validations and SOP changes.

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

A quote for four new EZ1 Advanced instruments was obtained from our representative at Qiagen.

ES 3-24-14

ORDINANCE #:

APPROVED BY:

\_\_\_\_\_  
*Authorized Approval on Corresponding Legislative File*

DATE: