
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 original contract for this software (CT17745) was awarded to Open Data Systems as a solution for tracking building permit activity. The annual maintenance contract was transferred to Accela, Inc. in 2001 when Open Data Systems was acquired (ordinance 1745-01). A new five year agreement (EL012856) for software maintenance and support was authorized by ordinance 0430-2012. The City remains satisfied with the Accela software product, so is not yet ready to bid for an alternate technology solution.

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

Accela, Inc. provided a letter verifying that it is the sole provider of annual software maintenance for Accela Automation. Additional research verifies that Accela does not use resellers to provide annual software maintenance.

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

The price/fee structure was obtained through soliciting the vendor (Accela, Inc.) to provide a quote to the Department of Building and Zoning Services.

Ordinance No.: 0202-2016

Approved By: Authorized Approval on Corresponding Legislative File
