
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:

iReportSource is the sole provider of hosting services, maintenance and support for iReportSource software (Citywide solution). As such we are requesting that this contract is being established in accordance with the sole source provisions of the Columbus City Code, Section 329. Bidding for an alternative item is manifestly impractical given these circumstances.

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

iReportSource provided a letter stating that they are the sole provider of hosting, maintenance and support for the iReportSource software application. Additional research verifies that they do not utilize resellers to provide maintenance and support services for their copyrighted software. A direct client relationship is required in order to access and utilize the full capabilities and services.

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

The vendor provided pricing via quote/proposal documents that were accepted by the City of Columbus.

Ordinance No.: 0235-2024

Approved By: Authorized Approval on Corresponding Legislative File
