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**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)

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**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:

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**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:**

Jackson Pike based their decision on the work already done by DPU to identify and verify this vendors product and capability.

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

Real Time Networks provided a detailed memo outlining their proprietary technology and integration benefits for DPU to all use the same KeyLockBox System. Efforts were also made to consult with other DPU areas with this equipment to verify its benefits and the value of a integrated system for employees.

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

Through a quote from the contractor

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**Ordinance No.:** 2494-2024

**Approved By:** Authorized Approval on Corresponding Legislative File

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