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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:**

The Department of Technology (DoT) asked and received a letter from SeaChange International indicating that they are the owner, manufacturer, and sole source provider of service and support of products manufactured by SeaChange International (commercial, state, and local government marketplace).

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

SeaChange International provided a sole source letter verifying that they are the sole distributor and sole provider of support.

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

For our renewal, SeaChange International sent us a quote specifically for the services that they would provide and for the coverage period as well.

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**Ordinance No.:** 0720-2010

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

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