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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 Central Ohio Data Sharing Initiative was awarded funds through the FY 2007 COPS Technology Program (pursuant to Ordinance #1607-2007) for the purchase of standardized hardware/software, including a web-based mugshot system. The City remains satisfied with the Mugshot Database System from DataWorks Plus and does not seek an alternate technology solution.

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

DataWorks Plus LLC provided a letter verifying that it is the sole provider of annual software maintenance/support and does not use resellers to provide this service.

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

The price/fee structure was obtained through soliciting the vendor (DataWorks Plus, LLC) to provide a quote to the Department of Public Safety, Division of Police..

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**Ordinance No.: 0247-2018**

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

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