

**CITY OF COLUMBUS  
SOLE SOURCE INFORMATION FORM**

TO ACCOMPANY LEGISLATION WHICH WAIVES ANY PROVISIONS OF COLUMBUS CITY CODES CHAPTER 329  
(PLEASE LIMIT YOUR RESPONSE TO THIS SHEET)

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1. Verification of sole source:  
(Why no other individual or business is capable of supplying the needed item)

- ☐ sole manufacturer/distributor
- ☒ sole company offering this unique service (manufacturer's warranty/product support)
- ☐ other \_\_\_\_\_

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2. Describe efforts to determine that the company was a sole source:

Because the current system configuration was designed and implemented by PDT Communications, LTD and there is an on-going annual agreement for maintenance and support, the system has been modified and customized to meet the needs of COAAA. The additional funds are needed to upgrade the existing platform and outdated hardware.

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3. Describe any effort to bid for alternate item (service or product) that is not provided by a sole source that would meet this need:

In 2008 the initial product was selected based on a universal term contract between PDT and the City. The telephone system has been customized to meet the needs of COAAA. New equipment must be configured by PDT before implementation to avoid a disruption in vital processes. It would be manifestly impractical to rebid, reinstall, and manipulate the various databases for a different system without a disruption in service.

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

A large amount of the time and taxpayer dollars has been invested in implementing and configuring the current telephone system to meet the needs of COAAA. It would be very disruptive and very costly to replace. The pricing is consistent with GSA pricing schedules.

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ORDINANCE #: 1141-2014

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE:

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