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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 City has been using Bentley software since 2002 as a solution to create a central storehouse of information related to building and zoning. The Department of Building and Zoning Services is satisfied with the current solution, so no effort to bid for an alternate service or product took place this year.

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

Bentley systems provided a letter verifying that they are the sole provider of support for the software used by the Department of Building and Zoning Services. Additional research was conducted verifying that Bentley does not use resellers for the purposes of providing annual maintenance and support.

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

Bentley provided a price quote to the Department of Building and Zoning Services. The annual fee for software maintenance and support was accepted by the Department.

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**Ordinance No.:** Ord. No. # 0253-2013

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

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