
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)

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:

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:

No effort to bid for an alternate item. Cornerstone OnDemand, Inc. was awarded the original contract in 2015, it would not be cost-effective to replace the Cornerstone OnDemand software with an alternate item at this point.

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

DoT asked for and received a letter from Cornerstone OnDemand, Inc. indicating that Cornerstone OnDemand, Inc. is the owner, manufacturer, and sole source provider of software maintenance and support services for Cornerstone OnDemand software.

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

The vendor Cornerstone OnDemand, Inc. provided a price quote for maintenance and support services that was accepted by the City of Columbus, Department of Technology.

Ordinance No.: 2582-2025

Approved By: Authorized Approval on Corresponding Legislative File
