
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:

The original contract for this software (CT17745) was awarded to Open Data Systems as a solution for tracking building permit activity. The annual maintenance contract was transferred to Accela, Inc. in 2001 when Open Data Systems was acquired (ordinance 1754-01, passed October 22, 2001). The most recent contract was authorized by ordinance 0961-2017, passed May 1, 2017 through PO06061. The City remains satisfied with the Accela software product, therefore is not yet ready to bid for an alternate technology solution.

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

Accela, Inc. provided a letter verifying that it is the sole provider of annual software maintenance for Accela Automation. Additional research verifies that Accela does not use resellers to provide annual software maintenance

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

The price in attached quotes was negotiated by the Department of Building and Zoning Services and Accela.

Ordinance No.: 0738-2018

Approved By: Authorized Approval on Corresponding Legislative File
