
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:

CPH is undergoing internal realignment of programs. There is a need for additional work stations, pedestals, panels and other components, that will match existing components. No other company can provide the components without voiding the existing warranty or jeopardizing the continuity in appearance. In 2001 RFP # SO002285 was advertised and Continental was selected as the highest ranked offeror from a selection committee with members from CPH, EBOCO, and the Finance/Purchasing Office.

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

A letter has been obtained from the manufacturer, Herman Miller, stating that Continental Office Furnishings is the sole exclusive provider.

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

Pricing was negotiated by utilizing: State of Ohio STS714, contract # 800182, refurbished, modification and reconfiguration of existing product.

Ordinance No.: 2564-2013

Approved By: Authorized Approval on Corresponding Legislative File
