
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:

This purchase is for additional licenses for a software product that is currently used by the Department of Building and Zoning Services, Department of Development, and the Department of Public Service.

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

Please see attached letter from Accela.

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

Quote from Accela. Cost per license.

Ordinance No.: 1814-2015

Approved By: Authorized Approval on Corresponding Legislative File
