

**SOLE SOURCE INFORMATION FORM
TO ACCOMPANY LEGISLATION
(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)
- (x) sole manufacturer/distributor
- (x) sole company offering this unique service (manufacturer's warranty/product support)
- () other:
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2. Describe efforts to determine that the company was a sole source:

The City of Columbus utilizes Matrix Systems, Inc. in several of its facilities; the equipment is proprietary in nature. Matrix Systems, Inc. is the sole manufacturer and distributor of Matrix systems. Due to the Matrix's proprietary interest, a sole source provision is necessary for this purchase.

3. Describe any effort to bid for alternate item (service or product) that is not provided by a sole source that would meet this need:

Matrix Systems, Inc. product was chosen as the security system to be purchased to ensure the interface with other City of Columbus Facilities; the Matrix security system being purchase via this ordinance is solely manufactured and distributed Matrix Systems, Inc.

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

A written quotation from Matrix Systems, Inc. was received, reviewed and approved by the Public Safety Department on behalf of the Fire Division.

Approved By: _____ Date: _____
Procurement Manager