

**CITY OF COLUMBUS
SOLE SOURCE INFORMATION FORM**

TO ACCOMPANY LEGISLATION WHICH WAIVES ANY PROVISIONS OF COLUMBUS CITY CODES CHAPTER 329
(PLEASE LIMIT YOUR RESPONSE TO THIS SHEET)

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1. Verification of sole source:
(Why no other individual or business is capable of supplying the needed item)

- sole manufacturer/distributor
- 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:

We evaluated product brochures, spoke with representatives of the various companies and did a short demonstration trial with one product.

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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:

We evaluated four other products (from Intuit Real Estate Solutions, Asset Management Technologies, Virtual Premise, and ProLease) and none of them do exactly what Lease Harbor does. Most of the others offer more features than needed by the City, thereby costing thousands of dollars more.

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

This is the standard retail price for this service. One price for every customer.

ORDINANCE #:

APPROVED BY:

Authorized Approval on Corresponding Legislative File

DATE:
