
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: **Service for proprietary software that was made for the City and optimized our learning management needs.**

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:

N/A-vendor is the provider for services of the proprietary software.

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

Letter from company

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

Quote submitted by vendor

Ordinance No.: 2402-2023

Approved By: Authorized Approval on Corresponding Legislative File
