

**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:
Time clocks that are currently in use have been manufactured by TimeAmerica. TimeAmerica has confirmed that there is a level of expertise in the programming provided by ATR and access by another supplier could jeopardize information and records.

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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:

N/A

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

Quotation from supplier.

ORDINANCE #: 1518-2008

APPROVED BY: _____

DATE: _____
