
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: **Patented product by developer and only vendor that can certify the Trainer of the course for DPU.**

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:

Not applicable. As the developer of the course, the vendor is the only company that can certify trainers to present the training materials to others.

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

A sole source letter was obtained from the Franklin Covey Company that explains that no other company offers licensing, trainer certification, or support for their products.

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

The price/fee structure is determined by the company and is agreed upon by Department of Public Utilities staff when new supplies and training certification is necessary.

Ordinance No.: 2744-2017

Approved By: Authorized Approval on Corresponding Legislative File
