

**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:

Indus Utility Systems customized software for our Water and Sewer Information Billing System (WASIMS).

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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:

It is not feasible to bid for an alternate service since Indus Utility Systems customized the software for us. They are familiar with the customizations and our warranty could possibly be voided if other vendors worked on the system.

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

The Division of Water received estimated labor costs from Indus Utility Systems. Indus quoted us \$44,800 for labor costs and an undetermined amount for travel expenses. Any changes to the scope of work will require written approval of both parties. The Division does not anticipate spending more than \$100,000.00 at this time.

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APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Procurement Manager)

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