

**SOLE SOURCE INFORMATION FORM  
TO ACCOMPANY LEGISLATION  
(LIMIT YOUR RESPONSE TO THIS SHEET)**

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1. Verification of sole source:  
(why no other individual or business entity is capable of supplying the needed item)
- (x) sole manufacturer/distributor
- (x) 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:

The City of Columbus Division of Fire utilizes Spartan Motors USA chassis/axle suspensions in their emergency response apparatus; the chassis components and parts supplied by Spartan Motors USA are proprietary in nature, and Spartan Motors USA is the sole manufacturer and distributor of said chassis components and parts, and thus, a sole source provision is necessary for this purchase.

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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:

A written quotation from Spartan Motors USA is attached to this ordinance.

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Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Procurement Manager