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:

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:**

   CritiCall is a unique software tool, specialized for non-uniformed testing of call takers. Civil Service prefers to continue using this software, so no effort to bid for an alternate item.

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

   Biddle Consulting provided a letter verifying its sole source status for CritiCall software. Additional internet research confirms that Biddle does not utilize resellers or distributors.

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

   Negotiated with vendor

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