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:

The City of Columbus Department of Public Utilities wishes to extend an existing agreement with Fifth Third Processing Solutions for the processing of Internet payments over the Internet. This vendor is a sole source as the existing Division of Water Internet Payment Engine was written specifically for Fifth Third Bank and its Internet gateway, Verisign. Other credit card payments of the City of Columbus are currently processed through Huntington Merchant Services, and its processor First Data. Due to the limitations of the software no other vendor is currently capable of processing Internet payments.

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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:

The Department of Public Services is in the processing of securing a new payment engine. It is anticipated that this will be accomplished in 2008. At that time the services will then be switched to Huntington Merchant Services.

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

The fee structure for the processing of credit cards is largely determined by the credit card companies, Visa and MasterCard. An established fee structure is imposed upon all processing banks.

ORDINANCE #: _____

APPROVED BY: *Authorized Approval on Corresponding Legislative File*

DATE: