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**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)

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**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:

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**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:**

None, this new software will interface with existing software created by this company -OCSS. OCSS was a State initiative related to Senate Bill 86 and the Court is required to use the State program.

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

Per the State of Ohio - Ohio Department of Corrections and Rehabilitation this is a sole source vendor as they are contracted with the vendor to design a program specific to the State.

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

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Ordinance No.: \_\_\_\_\_  
Approved By: Authorized Approval on Corresponding Legislative File

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