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)

1. Verification of sole source:
    (Why no other individual or business is capable of supplying the needed item)

    [X]   sole manufacturer/distributor

    [   ]   sole company offering this unique service (manufacturer's warranty/product support)

    [   ]   other _____

2. Describe efforts to determine that the company was a sole source:

This company has been doing business with the Civil Service Commission since 1993. Their product is a proprietary software application created solely by Sigma Data Systems, Inc.

The Civil Service Commission executed the required research and due diligence to ensure that this company was the only company that could offer exactly what was requested and meet their requirements. The ending result is an applicant management system that is tailored to meet/fit Government operations. This company also had prior knowledge and experience working with government entities; thus it was determined that this company was deemed to be sole source for this application for Civil Service Commission.

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:

Other companies that were queried did not meet the needed requirements and therefore were not considered.

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

The original pricing structure for the 6 additional AMS licenses was $9000. Upon receipt of the cost, the vendor was contacted to negotiate the price for requested licenses. After negotiations the cost was discounted to $7600.

ORDINANCE #:	1508-2009
APPROVED BY:	*Authorized Approval on Corresponding Legislative File*
DATE:	