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:**

    Letter received from company indicating that Hansen is the owner, manufacturer, and sole source provider of software maintenance and professional service for Customer Suite products.

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

    Researched company website to verify that software resellers are not used for customized version of software utilized by Public Utilities.

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

    Hansen submitted a price quote, in line with prior year costs, that was accepted by the Department of Technology (DoT).

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Approved By: Authorized Approval on Corresponding Legislative File