
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:

There is no feasible alternate to this software that has been used to develop all production print forms.

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

See attached letter...

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

See attached quote...

Ordinance No.: Ord. No. 2738-2016

Approved By: Authorized Approval on Corresponding Legislative File
