

**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:

Advanced Control Systems, Inc. (ACS) maintains all copyright privileges for their products and these products must be purchased directly from the company. There are no agents or dealers authorized to resale these products or provide the services. This parts and support contract is only offered through ACS in accordance with the relevant provisions of Chapter 329 of City Code relating to Sole Source procurement. The quote and sole source justification letter from ACS is attached to this record.

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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:

No attempt was made to bid for an alternate. Division of Power personnel are aware that Advanced Control Systems, Inc. is the only provider of parts and support for the existing SCADA system. This contract will provide software and hardware parts, maintenance and support with 16 additional engineering hours per year, hardware and software support and licensing, 8 AM to 8 PM helpdesk coverage, workstations, network switches, PRISM VPN Router, and CommTrol (Equinox).

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

Advanced Control Systems, Inc. provided a proposal for the software and hardware support agreement.

ORDINANCE #: 1656-2018

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE: _____