

**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:

The City of Columbus has been using the Legistar system since 2003 for the management of legislative files. Legistar software is proprietary and Granicus is the sole provider of Legistar.

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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:

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

ORDINANCE #: 3242-2018

APPROVED BY: Authorized Approval on Corresponding Legislative File

DATE: _____
