



## JUSTIFICATION AND APPROVAL FOR ALLOWING AWARD OF CONTRACT WITHOUT COMPETITION

*(Section A must be completed by the User Department and then submitted to the Department of Purchasing & Contract Compliance)*

### **SECTION A**

Department: Library

Department Contact: Tammy Flood-Mason

Description of Supplies/Services: World Book Encyclopedia

Demonstration of Contractor's Unique Qualifications:

*World Book Inc. is the publisher and/or sole source supply to schools and public libraries in the United States of the World Book Encyclopedia 2017 edition.*

*(Section B must be completed by the Department of Purchasing & Contract Compliance)*

### **SECTION B**

#### **MARKET SURVEY**

Results of Market Survey

Date Public Notice posted on website: *Friday, September 30, 2016*

Date Public Notice closed: *Friday, October 7, 2016*

#### **REVIEW OF OFFER(S)**

Were any offers received (Y/N):

Number of offers received:

Respondents:

Date Offers submitted to User Department for review:

User Department review and recommendation:

Purchasing Agent review and recommendation: *Include whether a competitive process is being recommended & estimated date of solicitation.*

## CERTIFICATION

Having conducted a good faith review of source availability regarding the materials, goods and or services stipulated herein, subsequent to consultation with the County Manager and the recommendation of the User Department, it has been determined that there is only one source available for the required work, labor or service to be done or the supplies, materials, or equipment to be furnished, per the Fulton County Code of Ordinances §102-384, Award without competition.

I, Felicia Strong-Whitaker, Purchasing Director, certify that the facts and representations under my cognizance which are included in this justification and its supporting documentation which form the basis for this justification are complete and accurate.

\_\_\_\_\_  
Felicia Strong-Whitaker  
Purchasing Director

\_\_\_\_\_  
Date

I, Dick Anderson, County Manager, certify that the facts and representations under my cognizance which are included in this justification and its supporting documentation which form the basis for this justification are complete and accurate.

\_\_\_\_\_  
Dick Anderson  
County Manager

\_\_\_\_\_  
Date