



## 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:** *Registration and Elections*

**Department Contact:** *Brigitte Bailey, Admin. Coord. III, 404-612-7018*

**Description of Supplies/Services:** *Disassemble two (2) Kardex Lektriever units, relocate and the reassembly of 2 Kardex Lektriever units from the main office of the Department of Registration and Elections to the Elections Preparation Center.*

#### **Demonstration of Contractor's Unique Qualifications:**

Southern Business Systems is the sole source authorized sales and service dealer for Kardexremstar equipment. The vendor is a certified Kardexremstar dealer. Kardexremstar does not assume liability for equipment failure or personal injury if service is not performed by anyone who is not factory trained and/or anyone who does not use genuine Kardexremstar replacement parts.

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

### **SECTION B**

#### **MARKET SURVEY**

**Results of Market Survey:** *No other vendors identified*

**Date Public Notice posted on website:** *March 9, 2010*

**Date Public Notice closed:** *March 16, 2010*

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

**Were any offers received (Y/N):** *No*

**Number of offers received:** *None*

**Respondents:** *Not Applicable*

**Date Offers submitted to User Department for review:** *Not Applicable*

**User Department review and recommendation:** *Proceed with Sole Source Procurement*

**Purchasing Agent review and recommendation:** *Proceed with Sole Source Procurement*

## 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 §2-319, Conditions allowing for award of contract without competition.

I, Cecil S. Moore, 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.

\_\_\_\_\_  
Cecil S. Moore  
Director

\_\_\_\_\_  
Date

I, Zachary Williams, 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.

\_\_\_\_\_  
Zachary Williams  
County Manager

\_\_\_\_\_  
Date