



## 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:** Atlanta-Fulton Public Library System

**Department Contact:** Ed Robinson

**Description of Supplies/Services:** Haines Print Directories

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

Haines & Company, Inc. is the sole compiler of residential and business information in the metro area and the data are available in printed or CD ROM format. Haines has been the source of reverse directories for public use since 1932.

Reverse, or "Criss-Cross" directories are standard information sources provided by public libraries to citizens. These directories allow library users to find a Fulton County business or resident by street address. These sources are much used by local businesses or entrepreneurs to find marketing and demographic information. If the library does not provide these sources, this information will no longer be readily available to those who rely on it for their business or personal research.

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

### **SECTION B**

#### **MARKET SURVEY**

##### **Results of Market Survey**

Include resources researched

**Date Public Notice posted on website:** June 10, 2010

**Date Public Notice closed:** June 17, 2010

#### **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 §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