



## 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, Financial System Manager

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

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

Dun & Bradstreet provides reference directories providing business information.

Dun & Bradstreet's products provide a variety of business information. Some of the D & B directories and guides that library patrons use are "Regional Business Directories – Atlanta", the Million Dollar Directory series, "Key Business Ratios", "Business Rankings", "America's Corporate Families", "Principal International Business Directory", "Exporters Encyclopedia", "Career Guide", etc.

Dun & Bradstreet's products help Fulton County residents meet their need for information on business and industry for help with job hunting or investing. The library staff uses these products to answer reference questions via telephone or in person. These resources have been used for a number of years within the Atlanta- Fulton Public Library System, and are standard sources in public libraries.

Dun & Bradstreet Reference Directories are the most comprehensive wide ranging directories available to the Library

*(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:** 02/18/2011

**Date Public Notice closed:** 02/25/2011

#### **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