



# 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:** *Print reference resources*

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

*Category H*

*West Publishing provides legal publications.*

*West's publications are standard reference sources on Georgia and U.S. law, including employment, law, real estate law, worker's compensation, criminal law, insurance law, landlord & tenant, divorce & alimony, US Codes, general practice, etc.*

*No*

*West's publications provide Fulton County residents with information on the law in a variety of areas. Residents need this information to know their rights and obligations under both civil and criminal law. If the library does not provide these sources, residents will find free access to this information to be curtailed; although the Fulton County Law Library allows public access, its hours of access are limited compared to those of AFPLS.*

*A sole source letter from the contractor is included.*

*(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:** *April 4, 2012*

**Date Public Notice closed:** *April 11, 2012*

### **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:**

## 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, Felicia Strong-Whitaker, Interim 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  
Interim 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