



# 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:** Information Technology

**Department Contact:** Derek McKay

**Description of Supplies/Services:** Support and Maintenance for the Agenda Document Depot Software application that allows the public to view and retrieve previous Board of Commissioner’s meetings agendas, items and history.

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

ISPA, Inc has been providing support and maintenance including implementation services, post-implementation support, consulting services, upgrades services for their Document Depot agenda storage application. They also provide solutions to system-related issues and day-to-day operations (both technical and functional).

ISPA Inc. is the sole owner of the application. The technical data for the Intergraph products is proprietary. The support, training, and configuration and implementation of these applications is only available through ISPA, Inc.

Replacement of these applications with another product or vendor would result in extensive developmental efforts, significant retraining dollars, and significantly higher costs to Fulton County.

ISPA, Inc has not licensed or otherwise given access to its proprietary code and data to any resellers or third party vendors.

These solutions are used by all Fulton County agencies and the citizens of Fulton County since the application is public facing. If this item is not approved, Fulton County citizens will not have access to important information regarding the decisions made by the Board of Commissioners on their behalf.

(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:** 03/01/2010

**Date Public Notice closed:** 03/08/2010

### 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, Purchasing Agent, 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