



# 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:** *Edward Robinson*

**Description of Supplies/Services:** *Georgia Test guides for Graders 1-12*

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

*Category H*

*American Book Company provides test guides to prepare students for standardized testing.*

*American Book Company provides test guides to prepare students for the Georgia CRCT (Criterion-Reference Competency Test), EOCT (End of Course Test), and HSGT (High School Graduation Test). The material in the guides is based on the GPS (Georgia Performance Standards) as published by the Georgia Department of Education. The CRCT test guides cover grades 1-12, including Math, Reading, Science, Social Studies, English Language, and Georgia Studies. The EOCT covers Literature, Biology, Economics, Physical Science, Accelerated Math, and US History. The HSGT covers English Language Arts, Math, Science, Social Studies, and Writing.*

*No, this item has not originally been procured through a competitive process. American Book Company holds the copyright for the GA Workbooks in Math, ELA, Science, and Social Study books, grade levels from 1<sup>st</sup> grade through grade 12.*

*American Book Company’s test guides help teachers and parents prepare students to pass the CRCT, EOCT, or the HSGT. Fulton County children, especially in at-risk environments, benefits from this resource. Librarians and teachers find the materials a great asset to the collection.*

*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**

**Date Public Notice posted on website:** *4/28/2010*

**Date Public Notice closed:** *5/05/2010*

### **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