



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: *James B. Jones*

Description of Supplies/Services: *Print reference directories*

Demonstration of Contractor’s Unique Qualifications:

Indicate the category for the basis of award of a contract without competition: Category H

Describe what work the contractor has been performing: Dun & Bradstreet/Mergent provides reference directories providing business information.

Describe the contractor's unique qualifications to perform the work/provide the service: 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.

Indicate whether the item was originally procured through a competitive process: No.

Indicate the problem or impact to the County if this item is not approved: 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.

Include documentation from Contractor citing the justification: 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: *5/7/2015*

Date Public Notice closed: *5/14/2015*

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, 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, Dick Anderson, 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.

Dick Anderson
County Manager

Date