



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: *District Attorney's Office*

Department Contact: *Tamikia Moses*

Description of Supplies/Services: *Annual Maintenance*

Demonstration of Contractor's Unique Qualifications:

The annual maintenance and support agreement is needed to support the current case tracking system and inventory control system currently in place and utilized exclusively in the Fulton County District Attorney's Office. Both systems are essential to the day to day operations of the office and assist in the prosecution of cases and helps preserve the chain of custody of evidence used in the prosecution of criminal cases. Specifically, the annual maintenance and support agreement provides much needed technical support from FileTrail and provides scheduled upgrades to allow the system to work with current and future operation systems. File Trail is the only company capable and authorized to provide such services since the File Trail software is proprietary and licensed exclusively by their own company.

(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: *06/23/2010*

Date Public Notice closed: *06/28/2010*

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