

**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: Juvenile Court

Department Contact: Wanda Wright, Accountant II

Description of Supplies/Services: Juvenile Court is requesting this sole source procurement to provide software upgrades, remote troubleshooting and technical assistance support for the Court's BIS Digital proprietary courtroom recording equipment and software.

Demonstration of Contractor's Unique Qualifications:

Juvenile Court relies on its courtroom recording systems to create audio/visual records of proceedings. It is legally required that records of courtroom proceedings be created and stored by the Court. These systems were installed by BIS Digital and run on specific BIS digital equipment utilizing proprietary BIS Digital software. As indicated in the attached sole-source vendor letter, BIS Digital is the only distributor and servicer for these products nationwide. If not maintained, these systems will gradually lose functionality and Juvenile Court will be forced to rely on more expensive in-person court reporters and any associated transcription fees. For these reasons, Juvenile Court respectfully requests a sole source procurement.

(Section B must be completed by the Department of Purchasing & Contract Compliance)

SECTION B

MARKET SURVEY

Include resources researched

Date Public Notice posted on website: 10/26/2015

Date Public Notice closed: 10/30/2015

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 §102-384, Award without competition.

I, Felicia Strong-Whitaker, Purchasing 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
Purchasing 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