

COOPERATIVE PURCHASING/STATEWIDE/GSA  
USE JUSTIFICATION FORM

Department Name: **Information Technology**

Contract # and Title: **99999-SPD-T20120501-0006, Network Equipment**

Date: **07/12/2021**

In order to utilize the use of cooperative purchasing, statewide or a GSA contract the User Department is responsible for providing the following justification information:

1. Provide justification for the use of the cooperative purchasing/statewide/GSA contract your department would like to utilize:

**Justification for this purchase is critical because Fulton County Senior Centers will be provided with network and wireless equipment to increase access to high speed internet and broadband services for seniors at each location for use of their own device or publicly available computers to utilize various services provided by Fulton County. The hardware improvements will support a total of 9 Fulton County Senior Centers. it will allow our Senior Centers greater internet access capabilities to utilize Fulton County Government services. Also, an upgrade to networks will replace switches and wireless access points increasing the effectiveness of applications for Fulton County Staff and Citizens. Additionally, operations and budgets will be positively impacted by better management and lower annual support cost will decrease.**

2. Attach a copy of the cooperative purchasing/statewide/GSA contract document or the contract information.
3. Provide an explanation regarding the cost analysis conducted and why utilizing this contract is best value. Costs must be analyzed to ensure that the use is best value for the County. (check all appropriate)
  - ✓ leveraging benefits of volume purchasing
  - ✓ volume discounts
  - ✓ service delivery requirement advantages
  - ✓ reduction of cycle times
  - ✓ enhanced service specification

Additional information:

**Of most interest for our purposes is Subtitle M- Coronavirus State and Local Fiscal Recovery Funds, Section 602 and 603, Subsection (D), of the American Recovery Rescue Plan Act, which states that Fiscal Recovery Funds may be used “to make necessary investments in water, sewer, or broadband infrastructure.”**

Prior to making the decision to utilize a cooperative purchasing, statewide or GSA contract, the Purchasing Director is responsible for conducting the following due diligence:

The Purchasing Representative must complete the following information:

1. Reviewed the justification for use from the User Department and determined the use of the cooperative purchasing/statewide/GSA contract is justified.  
☐ Yes ☐ No
2. Obtained a copy of the cooperative purchasing/ statewide contract and other related documents (i.e., solicitation document, award letter, etc.) and determined that the contract is current (not expired). ☐ Yes ☐ No
3. Reviewed the cost analysis provided by the User Department and determined the following:
  - ☐ leveraging benefits of volume purchasing
  - ☐ volume discounts
  - ☐ service delivery requirement advantages
  - ☐ reduction of cycle times
  - ☐ enhanced service specification
4. Are the need(s) of the User Department met/achieved with the cooperative purchasing/statewide/GSA contract? ☐ Yes ☐ No
5. Is the entity is authorized to conduct/transact business in the State of Georgia?  
☐ Yes ☐ No
6. If applicable, is the entity in compliance with the Georgia Security and Immigration Act (E-Verify)? ☐ Yes ☐ No
7. When applicable, if the contract is for services or professional services is the

entity capable of providing Certificate of Insurance? ☐ Yes ☐ No