

## Notice of Intent to Sole Source

**Posting Date: May 11, 2017**

Francis Marion University seeks to sole source the procurement of bindery services for the University's Rogers Library. Additionally the University requires comprehensive pickup of 'to be bound' items and delivery of completed bound items.

### **Current situation:**

Francis Marion University seeks to bind and re-bind library items in an effort to properly maintain books and reading of various size and shape in the University Library. This ongoing task serves to keep up with the wear and tear of the usage of the books in the library. Due to the University's small library staff, it is crucial that the servicer is capable of coming to the library, collecting the books to bring back to the servicer, then be capable of returning the serviced books back to the library. It is necessary that this be done without staff members being burdened with packing and transport of the books to and from the servicer.

### **Intent to Sole Source:**

Francis Marion University has researched to identify multiple options for vendors providing bindery while also handling pickup and delivery of bound items. FMU has found that only the HF Group provides these services within the budgetary limitations of the University.

### **Company Specifics:**

HF Group  
6204 Corporate Park Drive  
Browns Summit, NC 27214

### **Contact Person for this Intent to Sole Source:**

Paul MacDonald, Director of Purchasing, Francis Marion University:

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<http://www.fmarion.edu/about/solicitationsandawards>

Contact deadline: May 30, 2017 2:00 PM EST

**Unless additional pertinent information is forthcoming, Award will be posted at the following physical address and website address on or around May 30, 2017:**

Francis Marion University  
Purchasing Office  
Stokes Administration Building, Room 102  
4822 East Palmetto Street  
Florence, SC 29506

[www.fmarion.edu/about/solicitationsandawards](http://www.fmarion.edu/about/solicitationsandawards)