

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

FINDINGS

1. Authorization:

19 DCMR § 4320.7.

2. Minimum Need:

The District of Columbia Public Library has a need to renew its existing license for priority software that tracks all the computer hardware among its 26 locations, and provides mobile device management and automated workflow processes for its program managers.

3. Estimated Fair and Reasonable Price:

\$40,205.00

4. Facts That Justify a Sole Source Procurement:

- A. The District of Columbia Public Library has computer hardware at 26 locations that are located throughout the District of Columbia. DCPL needs the asset management software services to adequately track IT assets throughout the library system.
- B. DCPL has a need for a 17-Day Asset Core and Service Core Implementation., and will provide mentoring, guidance and instruction to designated employees.
- C. DCPL has been using BMC Software, Inc. with great success for the past few years. Also, many of the library's workflow processes are superbly managed through this software. There is a need to renew the license to adequately accommodate incoming IT assets.
- D. BMC Software, Inc. has proven unique tracking qualities that provide inventory control germane to IT assets at DCPL.
- E. In consideration of above, there are no other sources for these services.

5. Certification By the Contract Specialist:

I hereby certify that the above facts are accurate and complete.

Contract Specialist

Date

DETERMINATION

Based on the above findings and in accordance with the DCPL Procurement Regulations, 19 DCMR § 4320.7 I hereby determine that the award of a sole source contract for the services described herein is in the best interest of the D.C. Public Library.

Contracting Officer

Date