

**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 Best's Insurance Reports, Property, Casualty, Life and Health Subscription.

3. Estimated Fair and Reasonable Price:

\$4,883.80.

4. Facts That Justify a Sole Source Procurement:

- A.** For over seventeen years A.M. Best Company, Inc. has been providing the D.C. Public Library with the Best Insurance Reports.
- B.** This Reference subscription is used in the Technology and Science Department of the library. They provide information to patrons when requested such as; life, health and property casualty insurance reports in the United States and Canada.
- C.** A.M. Best Company can meet the demand required by the Library to meet customers' request. Renewing this subscription will keep the DC Public Library current and up to date on reference sources for public use.
- D.** A.M. Best Company is the sole source provider for the production of the Best Insurance Reports. This vendor keeps track of the last volume and issue on DCPL's account, making it efficient and accurate.

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