

**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 procure the services of Custom Integrated Solutions, LLC to provide Information Technology Equipment Installation and Associated Services to ensure that voice and data connections will be available to the staff and library patrons for the Digital Commons located at the MLK Library.

3. Estimated Fair and Reasonable Price:

\$21,552.33.

4. Facts That Justify a Sole Source Procurement:

A. Custom Integrated Solutions LLC has extensive knowledge of DCPL's technology infrastructure environment, the Office of the Chief Technology Officer (OCTO) cabling standards, DC Net and the District's Wide Area Network (WAN). Custom Integrated Solutions has worked on numerous DCPL projects which include: Benning Neighborhood Library, Anacostia Neighborhood Library, Parklands Turner Neighborhood Library, Tenley Neighborhood Library, Mount Pleasant Neighborhood Library and all of the DCPL interim libraries. Custom Integrated Solutions has worked collaboratively with DC Net on numerous DCPL projects as well as other District agency projects and understands the importance of making sure that there is adequate room on the DC fiber backbone. Additionally, Custom Integrated Solutions worked with OCTO to develop the OCTO standards that must be followed in all District facilities.

B. Custom Integrated Solutions is the only Certified Business Enterprise recognized by the Universal Service Access Corp. as an E-rate reimbursable service provider. Approximately 70 percent of funds expended to Custom Integrated Solutions are eligible for reimbursement to DCPL through this program.

- C. It is imperative that DCPL have the services of an information technology infrastructure contractor who has experience with OCTO standards, the District's WAN and with library technological needs.
- D. It is for the reason noted above that a sole source contract is recommended and is in the best interest of DCPL to award to Custom Integrated Solutions LLC.

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