DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT

FINDINGS

1. **Authorization:**

19 DCMR § 4320.7.

2. **Minimum Need:**

The District of Columbia Office of Procurement has a need to procure services related to on-line vendor/contractor credit checks.

3. **Estimated Fair and Reasonable Price:**

$19,175.00

4. **Facts That Justify a Sole Source Procurement:**

Dun & Bradstreet is the only distributor of business reference on-line credit checks. Dun & Bradstreet has proprietary rights of this vendor/contractor lookup software. The District of Columbia Public Library must use this service for all contracts awarded over $99,999.99.

For the reasons provided above, it is recommended that the Library contract with Dun & Bradstreet to procure this service. The reasons discussed above serve to provide the rationale why a market survey was not conducted in connection with this procurement.

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