

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

Agency: District of Columbia Public Library (DCPL)

Caption: Pharos Uniprint and Customer Time Management System

Contractor: Pharos Systems International, Inc. (Pharos)

FINDINGS

1. AUTHORIZATION

D.C. Official Code §2-354.04 and 19 DCMR §4320.7.

2. MINIMUM NEED

DCPL seeks the services of a Contractor to provide system administration, user support, training and documentation, and integration services on the Pharos Uniprint and Customer Time Management System. This system is used to control computer access time at all DCPL public access computers across twenty six (26) neighborhood libraries. It is also used to collect funds and manage print and copy jobs at all public copiers throughout the system.

3. ESTIMATED FAIR AND REASONABLE PRICE

\$12,500.00

4. FACTS WHICH JUSTIFY SOLE SOURCE

- A. This system is used to control public computer access time on all public access computers. It is also used to collect funds and manage print and copy jobs on public access copiers throughout DCPL.
- B. Pharos is the developer and sole provider of Pharos software and specialized services.
- C. Uniprint and Signup are propriety software products that are only available from Pharos and Pharos retains the exclusive trade, copyright, trade secret and patent rights to the Pharos system.

- D. Pharos has sole knowledge of the development of the software and configuration requirements exclusive to the Pharos system.
- E. In consideration of the above, Pharos is the only source able to provide the system administration, user support, training and documentation required by DCPL.

5. **CERTIFICATION BY THE DIRECTOR OF INFORMATION TECHNOLOGY & CIO**

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

Lami Aromire

Date

6. **CERTIFICATION BY THE CONTRACT SPECIALIST**

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source procurement was published in accordance with D.C. Official Code and that no response was received. I recommend that the Chief Procurement Officer approve the use of the sole source method of procurement for this proposed action.

Darryn Martin

Date

DETERMINATION

Based on the above findings and in accordance with the DCPL Procurement Regulations, 19 DCMR §4320.7 and D.C. Official Code §2-354.04. I hereby determine that the award of a sole source contract for the services described herein is in the best interest of the District of Columbia Public Library.

Diane Wooden
Chief Procurement Officer

Date