

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENT**

**CAPTION:** Microsoft SharePoint 2013 Content Management System Software  
**PROPOSED CONTRACTOR:** Dell Marketing, LP  
**PROGRAM AGENCY:** DCPL Information Technology Department

**FINDINGS**

**1. Authorization:**

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

**2. Minimum Need:**

The District of Columbia Public Library (DCPL) seeks the services of a Contractor to provide Microsoft SharePoint 2013 Content Management System Software assessment and requirements validation consulting; user support; training and documentation. DCPL seeks to implement SharePoint 2013 software for staff intranet, document management and collaboration support at MLK and its 25 neighborhood libraries.

**3. Estimated Reasonable Price:**

\$ 28,290.00

**4. Facts Which Justify Sole Source Procurement:**

- A.** Microsoft SharePoint 2013 is globally used to implement staff intranet for document management and collaboration support.
- B.** Dell is a Microsoft Partner and leading solution provider for Microsoft SharePoint 2013 implementation.
- C.** Microsoft SharePoint 2013 is a propriety software product of Microsoft Corporation available from Microsoft Corporation which retains the exclusive trade, copyright, trade secret and patent rights to Microsoft SharePoint 2013.
- D.** Dell has superior knowledge of the development of the software and configuration requirements exclusive to Microsoft SharePoint 2013.

- E. In consideration of the above, Dell is the only Contractor able to provide the Microsoft SharePoint 2013 Content Management System Software assessment requirements, validation consulting, user support, training and manuals required by DCPL.

**5. CERTIFICATION BY THE INFORMATION TECHNOLOGY DEPARTMENT:**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Cedric Givens  
Deputy IT Director

**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 §2-354.04 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.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ameer M. Abdullah, Sr.  
Contract Specialist

**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 this sole source action for the services described herein is in the best interest of the District of Columbia Public Library.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Diane Wooden  
Chief Procurement Officer