

**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 subscription for Britannica Online Public Library Edition 2013.

3. Estimated Fair and Reasonable Price:

\$12,000.00.

4. Facts That Justify a Sole Source Procurement:

- A.** The mission of the District of Columbia Public Library is to provide equitable access to information tailored to customer needs, equipping people to learn all their lives, to embrace diversity and to build a thriving city. To support the mission, the Library has need of online tools, available both in the libraries and remotely, to provide information to customers varying in age, education, and ethnic background and the wide breadth of information they request on a daily basis.
- B.** As the only online reference site created specifically for libraries, Britannica Online Public Library Edition contains comprehensive content for all patrons—from elementary students to college students. The library subscription for Britannica Online Public Library Edition includes access to Annals of American History Online and Britannica Learning Zone.
- C.** Britannica Online Public Library Edition features a number of tools designed to best meet the needs of a public library. Separate home pages for adults and children allow libraries to tailor the product to their patrons' needs, making it easy to use and age appropriate for everyone. Britannica Kids or Britannica Reference Center is created for high school students through adults.
- D.** Britannica Learning Zone adds an early childhood dimension to this collection, allowing even the youngest patrons to build their computer skills and view educational videos and eBooks.

- E. Annals of American History Online provide a year-by-year documentary of American thought and action. It provides the original words of more than 1,500 authors who made and analyzed American history through their speeches, writings, memoirs, poems, and interviews.
- F. Notable additions include thousands of new articles (Britannica Online is updated every two weeks), a timeline creation tool, and the citations have been updated to include Harvard and Chicago Manual of Style along with the standard MLA and APA styles. The export citation tool allows simple use for anyone using bibliography builder software.
- G. The product is available only through Encyclopaedia Britannica, Inc, thus satisfying the sole source claim.

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