

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENT**

**FINDINGS**

**1. Authorization:**

19 DCMR § 4320.7.

**2. Minimum Need:**

The District of Columbia Library (DCPL) has the need to send 14 employees to the Computers in Libraries 2013 conference in April here in Washington, DC.

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

\$4,574.00

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

- A. The Computers in Libraries conference is specifically for libraries and can only be procured through Info Today, LLC.
- B. This is the most comprehensive North American conference and exhibition on all aspects of library and information delivery technology. It focuses on the skills, competencies, and roles that are evolving to deal with all these changes in our communities, campuses and organizations. Opportunities abound but taking risks and trying new and different things is always a challenge. Computers in Libraries 2013 share how leading edge libraries and information services are evolving, managing and excelling.
- C. Technology is one of DCPL's primary focus areas, and this conference will help the professional development of the IT staff as well as system wide librarians.

Therefore, Computers in Libraries is a meaningful conference for DCPL staff to attend.

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