

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENT**

**FINDINGS**

**1. Authorization:**

19 DCMR § 4320.7.

**2. Minimum Need:**

The DC Public Library (DCPL), Collections Department, has a need for OverDrive digital content and download services for FY16.

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

NTE \$700,000

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

- a. OverDrive, Inc. is the leading digital distributor of eBooks, audiobooks, music, and video titles in America. The company provides secure management, digital rights management and download fulfillment services for publishers, libraries, schools, and retailers. More than 30,000 libraries, schools and retailers worldwide rely on OverDrive to supply the best selection of digital titles in the industry.
- b. DCPL currently has twenty-nine (29) OverDrive Media Stations installed in MLK and its 25 neighborhood branch libraries.
- c. Overdrive is now offering streaming video content. Demand for digital content continues to dramatically increase with the new content and access points. More publishers are now lending their popular ebooks and audiobooks on Overdrive. New content is available from all age levels and genres with notable additions in for graphic novels, world languages and backlist titles. More customers with tablets are accessing the library's overdrive portal to digitally download library materials.
- d. OverDrive provides a series of services and digital content materials that enable public libraries to lend downloadable audiobooks, eBooks, eMusic, video and other digital content via their library's website.

- e. OverDrive is the sole source provider of the below unique features and systems:
- A customized website service for lending digital materials integrated with the library's ILS system for real-time patron authentication
  - OverDrive Next Generation library platform have features that provide instant access to eBooks, including browser-based reading with OverDrive Read for ease of use with no software installation or device activation required
  - OverDrive APIs, available via the OverDrive Developer Portal, allow for integration of digital content with library discovery tools
  - OverDrive Media Station for in-library discovery and sampling to showcase your digital collection
  - Control for the library to set digital book lending policies and manage access and usage of materials
  - Download eBooks capable of operating on portable devices such as Kindles, iPads, Nooks, Windows Mobile, and other Smartphones
  - OverDrive Media Console for Windows and MACs, have a single integrated desktop client software application for use of download audiobooks, music and video
  - Download audiobooks and music with accessibility features for the blind and visually impaired
  - OverDrive MP3 Audiobooks compatible with MAC/OS, iPods and other Apple devices
  - Harry Potter eBooks and digital audiobooks in several languages only available from OverDrive

**5. CERTIFICATION BY THE ASSOCIATE DIRECTOR OF COLLECTIONS**

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

\_\_\_\_\_  
Elissa Miller  
Associate Director of Collections

\_\_\_\_\_  
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 §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.

\_\_\_\_\_  
Darryn A. Martin  
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 DCPL.

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Diane Wooden  
Chief Procurement Officer

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Date