

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

CAPTION: Pharos Signup and Uniprint annual maintenance
PROPOSED CONTRACTOR: Pharos
PROGRAM AGENCY: DCPL Office of Information Technology

FINDINGS

1. Authorization:

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

2. Minimum Need:

The District of Columbia Public Library (DCPL) minimum need is to purchase annual maintenance and license for the Pharos Uniprint and Signup management system.

3. Estimated Fair and Reasonable Price:

\$12,199.00

4. Facts That Justify a Sole Source Procurement:

- 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 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 maintenance and license required by DCPL.

5. CERTIFICATION BY THE OFFICE OF INFORMATION TECHNOLOGY:

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

Darryn A. Martin
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