

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENT**

**CAPTION:** Islandora and ArchivesSpace Environments  
**CONTRACTOR:** Washington Research Library Consortium  
**PROGRAM AGENCY:** DC Public Library, Special Collections

**FINDINGS**

**1. AUTHORIZATION**

19 DCMR §4320.2

**2. MINIMUM NEED**

The DC Public Library (DCPL) has a need for the Islandora and ArchivesSpace environments for management of digital Special Collections and to share a common infrastructure for digital collections with other organizations in the DistrictDigital partnership.

**3. ESTIMATED REASONABLE PRICE**

\$24,500

**4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT**

- A. A relationship between DCPL and WRLC already exists; we are currently utilizing their collection paging service, and working with them on the DistrictDigital DPLA initiative.
- B. CONTENTdm (DCPL's existing digital asset management product) utilizes a flat metadata system; Islandora allows for relationships between fields, and multiple levels for single fields.
- C. Neither CONTENTdm nor Preservica employ a versioning system; Islandora maintains older versions of both object and metadata datastreams, allowing the administrator to roll back erroneous changes.
- D. We are currently very limited in the ways we can present our digital content due to CONTENTdm's restrictive themes; Islandora not only allows us to endlessly customize visual themes, but also allows a single digital object to be shared between multiple collections, and virtual exhibits.

- E. DCPL is currently duplicating work by ingesting content twice – once to CONTENTdm for public access, and again to Preservica for preservation; Islandora employs a single ingest point for preservation masters, provides regular checksum updates via email, and generates access versions upon ingest.
- F. WRLC also hosts instances of ArchivesSpace for WRLC members; entering an agreement with them for ASpace and Islandora can allow us to pay a single service provider instead of three (Lyrisis, Preservica, and OCLC).
- G. WRLC have quoted a cost-effective solution to obtain the products we want; when we migrate from ContentDM and Preservica to Islandora, we receive greater functionality than our current product environments at a reduced cost.
- H. WRLC is eager to explore ASpace/Islandora integration, as is DCPL.

**5. CERTIFICATION BY THE OFFICE OF PROGRAMS AND PARTNERSHIPS**

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

5/30/18  
Date

  
Kim Zabrud  
Director of Public Services

**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 action was not published in accordance with DCPL Procurement Regulation Title 19 DCMR, Chapter 43, Section 4320.2, as the procurement action is less than \$100,000. I recommend that the Chief Procurement Officer approve the use of the sole source method of procurement for this proposed action.

5/30/18  
Date

  
Darryn 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.

5/30/18

Date

Diane Wooden

Diane Wooden  
Chief Procurement Officer

