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 (Lyrasis, 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 Zablud
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

Darryl 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
Chief Procurement Officer