

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENT**

**CAPTION:** Item Barcodes/ISBN Numbers

**PROPOSED CONTRACTOR:** Computype

**PROGRAM AGENCY:** DCPL Collections Services Department

**FINDINGS**

**1. Authorization:**

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

**2. Minimum Need:**

The District of Columbia Public Library (DCPL) has the need to continue procuring item Bar Codes/ISBN Numbers for the processing and circulation of library materials.

**3. Estimated Reasonable Price:**

\$ 6,023.62

**4. Facts Which Justify Sole Source Procurement:**

- A.** Computype has produced custom ISBN Labels/Bar Codes for DCPL since 1995, which are a specific format, symbol, font style and color. The bar code has an algorithm to verify the number sequence and theft protection. The bar codes are custom formatted to work with DCPL's handheld scanners for collection purposes.

**5. CERTIFICATION BY THE COLLECTIONS SERVICES DEPARTMENT:**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Elissa Miller  
Associate Director,  
Collections

**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

\_\_\_\_\_  
Ameer M. Abdullah, Sr.  
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