

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENT**

**FINDINGS**

**1. Authorization:**

19 DCMR § 4320.7.

**2. Minimum Need:**

The District of Columbia Public Library (DCPL) minimum need is to procure annual maintenance and license for the BMC Footprints Service and Asset management software.

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

\$55,693.00

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

- A.** This software is used to manage, monitor, and report all IT assets of DCPL. It is also used to report, monitor, track and manage service tickets to IT and Facilities departments from DCPL staff.
- B.** BMC is the developer and sole provider of Footprints software and specialized services.
- C.** Footprints is a proprietary software product that is only available from BMC and BMC retains the exclusive trade, copyright, trade secret and patent rights to the Footprints software.
- D.** BMC has sole knowledge of the development of the software and configuration requirements exclusive to the Footprints software.
- E.** In consideration of the above, BMC is the only source able to provide the maintenance and license required by DCPL.

5. **Certification By the Contract Specialist:**

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

\_\_\_\_\_

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 the D.C. Public Library.

\_\_\_\_\_

Contracting Officer

\_\_\_\_\_

Date