

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

CAPTION: Triage Webhosting services

PROPOSED CONTRACTOR: Triage

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 Triage webhosting services for DCPL web sites. These sites require a reliable and secure hosted environment.

3. Estimated Fair and Reasonable Price:

\$33,660.00

4. Facts That Justify a Sole Source Procurement:

- A. Triage Rao Group was the original architect for dclibrary.org. It holds unparalleled knowledge of this site that cannot be competitively obtained.
- B. Triage Group is the only DBE Company authorized to participate in the Federal E-Rate program, a key component of the DCPL's technology strategy.
- C. Triage Group is the only LSDBE vendor that offers cloud computing hosting and support service.
- D. There are no other CSBE firms that provide E Rate reimbursable web hosting services.
- E. In consideration of the above, Triage Group is the only source able to provide the web hosting services 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