

INTENT TO AWARD SOLE SOURCE CONTRACT

Title	Intent to Award Sole Source Contract – Determination and Findings
Notice Date	March 21, 2016
Response Due Date	March 28, 2016
Reference Number	0008848
Contract Description	The University of the District of Columbia (UDC), Office of Contracting and Procurement’s Capital Procurement Division, on behalf of the Office of the Vice President for Real Estate & Facilities Management, has a minimum need to purchase Space Planning Software to provide University-wide online scheduling services that include a complete set of advanced tools for optimizing event scheduling, classroom space and resource management, web calendar publishing, inventory management , planning, analytics, reporting, and online ticket sales.
Vendor Name	College NET, Inc.
Point of Contact	James Jenkins Contract Specialist james.jenkins@udc.edu

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PURCHASE**

Agency: University of the District of Columbia
Requisition No.: R0008848
Caption: Space Planning Software
Contractor: College NET Inc.

FINDINGS

1. Authorization:

Title 8B DCMR §3019

2. Minimum Need:

The University of the District of Columbia's minimum need is for CollegeNET's Series 25 Space Planning Software which will provide University-wide online scheduling services that includes a complete set of advanced tools for optimizing event scheduling, classroom space and resource management, web calendar publishing, inventory management, planning, analytics, reporting, and online ticket sales for the Office of the Vice President for Real Estate & Facilities Management.

3. Estimated Reasonable Cost:

The estimated reasonable cost is \$133,800.00.

4. Facts Which Justify A Sole Source Purchase:

- A. Pursuant to DC Code 2-354.04(a) and Title 8 DCMR Chapter 30, §3019, a contract may be awarded through noncompetitive negotiations when there is only one source for the required good or service.
- B. CollegeNET is the owner and sole provider of the system required. All other parties would have to purchase the system from CollegeNET. Therefore competition is impracticable.
- C. It is in the best interest of the University to satisfy its requirement through an acquisition directly from CollegeNET who will make the University an authorized buyer of its product and enable the University to purchase at a lower cost.

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

I hereby certify that the above findings are correct and complete.

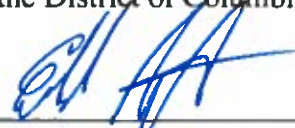
3-26-16
Date


James Jenkins
Contract Specialist

DETERMINATION

Based on the above findings and in accordance with DC Official Code §2-354.04(a); Title 8B DCMR Chapter 30 §§§§ 3019, 3019.1, 3019.4, and 3019.5, I hereby determine that the above requirement, described herein, may be purchased using the sole source method of procurement and that award the requirement to CollegeNET Inc. is in the best interest of the University of the District of Columbia.

3/21/16
Date


Eddie Whitaker, Contracting Officer
Manager of Capital Procurement Division