

INTENT TO AWARD SOLE SOURCE CONTRACT

Title	Intent to Award Sole Source Contract - Determination and Findings
Notice Date	August 3, 2016
Response Due Date	August 13, 2016
Reference Number	0009540
Contract Description	The University of the District of Columbia (UDC), Division of Allied Health, Life and Physical Science has an immediate need to purchase physical apparatus, computer interfacing and software supplies from Pasco a sole distributor of several of its items.
Vendor Name	Pasco, Inc.
Point of Contact	Tracy Williams Contract Specialist twilliams@udc.edu

**Determination and Findings
for
Sole Source Procurement**

Reference No.: 0009540

Caption: Physical Apparatus, Computer Interfacing and Software Supplies

Proposed Contractor: Pasco Scientific

Program Agency: University of the District of Columbia,
Division of Allied Health, Life and Physical Science

FINDINGS:

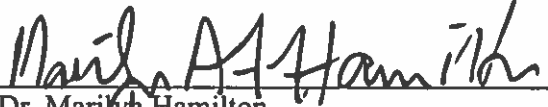
1. **Authorization:**
D.C. Code § 2-354.04, 8(b) DCMR Chapter 30, Section 3019
2. **Minimum Need:**
The University of the District of Columbia (UDC), Division of Allied Health, Life and Physical Science has an immediate need to purchase physical apparatus, computer interfacing and software supplies from Pasco a sole distributor of several of its items.
3. **Estimated Reasonable Cost:**
The estimated reasonable price is \$21,220
4. **Facts Which Justify Sole Source Procurement:**
 - a) **Pasco Scientific** is the sole provider and distributor of several of its products, listed as product numbers beginning with: EM, ME, OS, PK, PS, and UI. These products are designed to aide students integrating the principles of science with an effective hands-on learning experience in a student laboratory setting.
 - b) **Pasco Scientific** offered special pricing for educators and educational institutions.
 - c) It is in the best interests of the University to satisfy its requirements through an acquisition directly from **Pasco Scientific**.

Certification by Department:

I certify that to the best of my knowledge the above findings are true and accurate.

7/28/2016

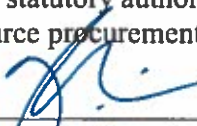
Date


Dr. Marilyn Hamilton
Acting Dean
Office of Academic Affairs
University of the District of Columbia Community
College (UDC-CC)

Contract Specialist Certification:

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 statutory authority. I recommend that the Contracting Officer approve the use of the source procurement method for this proposed contract.

7/29-2016
Date




Tracy Williams
Contract Specialist

DETERMINATION

Based on the above findings and in accordance with D.C. Official Code § 2-354.04; 8(b) DCMR Chapter 30, Section 3019, I hereby determine that the above requirement described herein, may be purchased using the sole source method of procurement and that the award to **Pasco Scientific**, is in the best interest of the University of the District of Columbia.

8/3/2016
Date



Mary Ann Harris
Chief Contracting Officer and Director