

## Notice of Intent to Award Sole Source Contracts

Item	Description
Notice Date	10/21/2016
Response Due Date	10/31/2016
Caption and Description	Microsoft Software, Services, and Support
Vendor Name	Bell TechLogix
Determination and Findings	Proposed Sole Source
DCPS Program/School	Office of the Chief Operating Officer/Office of Information Technology
Point of Contact	Zahra Hashmi (202) 442-5120 and <a href="mailto:zahra.hashmi@dc.gov">zahra.hashmi@dc.gov</a>

**DETERMINATION AND FINDINGS  
FOR A  
SOLE SOURCE PROCUREMENT**

**AGENCY:** District of Columbia Public Schools, Office of Information Technology  
**CAPTION:** Microsoft Software, Services and Support  
**CONTRACT NO.:** GAGA-2017-C-0008  
**CONTRACTOR:** Bell-Techlogix

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Official Code: §2-354.04, and 27 DCMR 1304, 1701 and 1702

**2. MINIMUM NEED:**

The District of Columbia Public Schools (DCPS), Office of Information Technology has an immediate need to establish an Enterprise Education and Libraries Agreement (EELA) through a Microsoft Certified Reseller. The EELA will cover the required Microsoft software, services and support for DCPS, the District of Columbia Public Libraries (DCPL) and the Office of the State Superintendent of Education (OSSE).

**3. ESTIMATED REASONABLE PRICE:**

The estimated annual price for DCPS is \$379,784.53. DCPL, DCPL, and OSSE will be responsible for determining the estimated annual price for their required services in accordance with the established EELA.

**4. BACKGROUND AND HISTORY:**

The District of Columbia Office of Contracting and Procurement (OCP) awarded the previous base and four-year option contract DCPO-2011-C-0136 to Bell-Techlogix for the above-referenced requirements through Office of the Chief Technology Officer (OCTO). The final option ended on June 30, 2016. However these critical services have been continued through an "Emergency Bridge Contract" CW45167 by OCP which will end on October 31, 2016.

Historically over the last several year OCTO has been managing the contracts referenced above for several District of Columbia government agencies which included DCPS, OSSE and DCPL, however, in June 2016 they advised that each agency had to procure their own respective. In September 2016, the DCPS Office of Information

Technology advised that OCTO would not extend any contracts on our behalf beyond October 31, 2016.

On September 19, 2016, DCPS Office of the Information Technology requested the DCPS Office of Contracts and Acquisitions (OCA) to acquire the critical services on behalf of DCPS, DCPL and OSSE. DCPS will contract with Microsoft Certified Reseller to achieve this requirement and maintain the District’s IT integrity.

On October 13, 2016, IFB Number GAGA-2016-I-0091 was posted on the DCPS website and for eight (8) calendar days, and it was directly sent via email to the Microsoft provided list of resellers capable of providing the requirements, including the incumbent who holds the existing “Emergency Bridge Contract.”

Per the Microsoft operational procedures only authorized Microsoft resellers are allowed to provide the services. The solicitation was issued only to the Bell Techlogix and the additional authorized resellers as listed below:

Licensing partner	Phone	E-mail
CDW-G	800-808-4239	<a href="mailto:cdwgsales@cdwg.com">cdwgsales@cdwg.com</a>
Dell	888-375-9857	<a href="mailto:msftleads@dell.com">msftleads@dell.com</a>
HP	888-202-4682	
Insight	800-862-8434	<a href="mailto:casgovt@insight.com">casgovt@insight.com</a>
PC Connection	800-998-0009	<a href="mailto:govccollections@govconnection.com">govccollections@govconnection.com</a>
PCM-G	800-625-5468	<a href="mailto:sales@pcmg.com">sales@pcmg.com</a>
SHI	888-764-8888	<a href="mailto:SHIDirect_OrderPS@shi.com">SHIDirect_OrderPS@shi.com</a>
Softchoice	877-333-7638	<a href="mailto:gov@softchoice.com">gov@softchoice.com</a>
Softmart	800-664-8311	<a href="mailto:govt@softmart.com">govt@softmart.com</a>
SoftwareONE	800-444-9890	<a href="mailto:sales@softwareone.com">sales@softwareone.com</a>
Zones	253-205-3000	<a href="mailto:publicsector@zones.com">publicsector@zones.com</a>

On October 21, 2016 the bids received in response to the above-referenced IFB, for various reasons the bids were deemed non-responsive. In light of this DCPS could not proceed with award of a contract to continue services on November 1, 2016.

**5. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:**

In determining whether it is appropriate to award a sole source contract for the above-referenced proposed contract, the following factors were considered:

- (a) Pursuant to the non responsive bids DCPS received on October 21, 2016 at 2:00PM DCPS had to immediately develop an alternative plan to ensure the continuation of services on November 1, 2016. There are only six (6) business days remaining to ensure a valid contract is in place to authorize the continuation of services.
- (b) DCPS has critical need to continue an estimated 8179 Microsoft licenses for Microsoft Desk Top Education, Microsoft Exchange on line protection and Microsoft Office 365 to facilitate blended learning, a significant portion of classroom instruction and administration of business functions for DCPS.
- (c) The proposed contract must be awarded no later than October 31, 2016 when the “Emergency Bridge Contract” will expire to prevent any gap in coverage; risk of compromising important and sensitive information; and/or interruption in necessary services.
- (d) Should DCPS not continue the contract on November 1, 2016, the agencies overall business operations will be adversely impacted inclusive of the student academic performance.

It is a necessary government function and in the best interest of DCPS to enter into a sole source contract with Bell Techlogix the incumbent contractor to continue the services for one (1) year.

DCPS will establish milestones in December 2016 to issue a new solicitation with Appropriate lead times to ensure the award of a new competitive contract by September 30, 2017 or earlier.

**6. CERTIFICATION BY CONTRACT SPECIALIST:**

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

\_\_\_\_\_   
 Date

\_\_\_\_\_   
 Contract Specialist

**DETERMINATION**

Based on the above certified findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive bidding process under Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D. C. Law 18-371; D. C. Code 2-354.04) and 27 DCMR 1304, 1701 and 1702.

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Date

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Contracting Officer