

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

**CONTRACT NO:** RQ929626

**CAPTION:** Document Imaging Management Systems (DIMS)

**PROPOSED CONTRACTOR:** HCL America, Inc.

**PROGRAM AGENCY:** Department of Human Services (DHS)

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700 and 1701

**2. MINIMUM NEED:**

The Office of Contracting and Procurement (OCP) on behalf of the Department of Human Services, Economic Security Administration (ESA) (the “District”) is seeking a Contractor to provide support and application enhancements to the Document Imaging Management System (DIMS) for the District of Columbia Access System (DCAS) Release 2 and 3.

**3. ESTIMATED REASONABLE PRICE:**

The estimated price of the contract is \$108,000.00

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

- a. HCL America, Inc. has presented proprietary evidence for the DIMS application imaging solution framework and accelerator developed by HCL technology.
- b. HCL America, Inc. has not given the rights or permissions to any other organization to perform services, duplicate, or use the DIMS for any purpose at any time.

**5. CERTIFICATION BY AGENCY HEAD:**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director, (DHS)

**6. CERTIFICATION BY CONTRACTING OFFICER:**

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 contract was published in accordance with 27 DCMR 1304 and that no response(s) were received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jeffrey A. Tisdale  
Contracting Officer

**DETERMINATION**

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

\_\_\_\_\_  
Date

\_\_\_\_\_  
George A. Schutter  
Chief Procurement Officer