

INTENT TO AWARD SOLE SOURCE CONTRACT

Title	Intent to Award Sole Source Contract- Determination and Findings
Notice Date	June 12, 2015
Response Due Date	June 19, 2015
Reference Number	00061215
Contract Description	Phase V -High Definition Upgrade of the studio, master control automation and post-production systems for UDC Cable TV
Vendor Name	Human Circuit
Point of Contact	Denise Joyner Contract Specialist djoyner@udc.edu

Contract No: PO-GF-2015-P-1042-DJ
Caption: High Definition Upgrade of the studio master control
Automation and post-production systems- Phase V
Proposed Contractor: Human Circuit
Agency: OCP/University of the District of Columbia

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

FINDINGS

1. AUTHORIZATION:

D.C. Official Code 2-354.04 & (8B) DCMR, Chapter 30, Section 3019

2. MINIMUM NEED:

The University of the District of Columbia, Cable TV, has a minimum need to implement Phase V of the UDC Cable TV project to include the high definition upgrade of the studio, master control automation and post-production systems.

3. ESTIMATED REASONABLE COST:

The estimated reasonable price is \$189,994.40, based on the Contractor's programmatic experience with television production facility build-out and production equipment and the Contractor's GSA price schedule.

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT

- a. Human Circuit is the designer and builder of the Office of Cable Television's current production and cable channel production and distribution facility infrastructure.
- b. This is the only company that is uniquely qualified to provide the customized upgrades and expertise to integrate the equipment into the existing infrastructure.
- c. The high definition upgrade will integrate with the existing equipment and software to complete Phase V of the Cable TV renovation project.

- d. For standardization and compatibility with existing equipment, it is in the best interest of the University to acquire the upgrades from the proposed contractor in order to maintain and support the operational function of the Cable TV station.

5. CERTIFICATION OF FACTS BY CONTRACT SPECIALIST

I have reviewed the above findings and certify that they are sufficient to justify the Sole Source procurement under the cited authority. I recommend that the Contracting Officer approve this procurement.



Denise Joyner
Contract Specialist




Date

DETERMINATION

Based on the above findings and in accordance with UDC Regulation 3019, I hereby determine the services herein should be procured from Human Circuit. It is further determined that the cost to the University is reasonable and fair and the action is in the best interest of the University.



Mary Ann Harris
Contracting Officer



Date