

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENT**

**FINDINGS**

**1. Authorization:**

19 DCMR § 4320.7

**2. Minimum Need:**

The District of Columbia Public Library (DCPL) has collaborated with the DC Children and Youth Investment Trust Corporation (CYITC) to provide Youth Development training to DCPL staff members. This partnership will allow us to provide quality training to our employees who supervise youth and provide services to this increasing customer population.

**3. Estimated Fair and Reasonable Price:**

\$6,500.00

**4. Facts That Justify a Sole Source Procurement:**

- A. The DC Children and Youth Investment Trust Corporation is the primary resource for developing partnerships that expand and improve services and opportunities for children and youth in the District of Columbia, especially during their time out of school.
- B. Each year as a DC Government agency DCPL is charged with employing youth; professional development for the supervising staff is essential for the success of the SYEP program.
- C. DCPL has continuously worked with the DC Children and Youth Investment Trust Corporation to provide training to staff. We now have new staff who will be working with Youth that have not received this valuable training.

Therefore, (CYITC) is the best organization to provide Youth Development training for DCPL library staff.

5. **Certification By the Interim Chief Procurement Officer:**

I hereby certify that the above facts are accurate and complete.

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Contract Specialist

\_\_\_\_\_

Date

**DETERMINATION**

Based on the above findings and in accordance with the DCPL Procurement Regulations, 19 DCMR § 4320.7 I hereby determine that the award of a sole source contract for the services described herein is in the best interest of the D.C. Public Library.

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Contracting Officer

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Date