

**DISTRICT OF COLUMBIA LIBRARY  
DETERMINATION & FINDINGS FOR MANDATORY SET-ASIDE OF  
CONTRACTS \$250,000.00 OR LESS**

**1. AUTHORIZATION**

DC Official Code Section § 2-218.44 and 2-218.45

**2. MINIMUM NEED**

The District of Columbia Public Library (DCPL) has a need for a vendor to provide archival supplies.

**3. CONTRACTOR**

The Hollinger Corporation

**4. ESTIMATED REASONABLE PRICE**

\$9,589.85

**5. FACTS WHICH JUSTIFY AWARD TO OTHER THAN A CERTIFIED SMALL BUSINESS ENTERPRISE (SBE) OR CERTIFIED BUSINESS ENTERPRISE (CBE) CONTRACTOR**

The Office of Procurement issued a Request for Quotations (RFQ) for the aforementioned products to five (5) certified small business enterprises (SBEs). Only one (1) SBE responded with a quote, with one (1) other submitting a no-bid reply. Upon review of the quotes submitted by the SBE and non-SBE, it was determined that the quoted price submitted by the SBE was 16.95% higher than that submitted by the non-SBE, higher than the threshold set per DSLBD guidelines. Therefore, the Office of Procurement issued the purchase order to Hollinger Corporation on June 29, 2016.

**6. CERTIFICATION BY THE CONTRACT SPECIALIST**

I have reviewed the above findings and certify that they are sufficient to justify the procurement of goods and services from other than a SBE or CBE contractor in accordance with DC Official Code Section 2-218.44 and 2-218.45 and recommend that the Chief Procurement Officer approve this proposed action.

6/30/2016  
Date

  
Darryn A. Martin  
Contract Specialist

**DETERMINATION**

Based on the above findings and in accordance with the DCPL Procurement Regulations, DC Official Code Section 2-218.44 and 2-218.45, I hereby determine that the award of this procurement action for the goods or services described herein is in the best interest of the District of Columbia Public Library.

7/6/10  
Date

Diane Wooden  
Diane Wooden  
Chief Procurement Officer