

**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) is seeking a vendor to supply work shoes for the Department of Facilities Management.

3. CONTRACTOR

Saf Gard Safety Shoe Company, Inc.

4. ESTIMATED REASONABLE PRICE

\$4,700.00

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

The DC Public Library Office of Procurement issued a Request for Quotations (RFQ) package on March 29, 2017 to the aforementioned goods to three (3) Certified Business Enterprises (CBEs) and one (1) non-CBE, with a submission deadline of April 3, 2017. The Office of Procurement received only two (2) bids – one from one CBE and one from the sole non-CBE. Based on the results of the bid analysis, the non-CBE submitted a bid price that was 60% lower than that of the CBE's bid (well over the 12% CBE threshold).

Therefore, a purchase order was issued on May 2, 2017 for Saf Gard Safety Shoe Company, Inc.

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.

May 2, 2017
Date

Darryn A. Martin
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.

5/2/17
Date

DW
Diane Wooden
Chief Procurement Officer