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 supply identification card supplies for DCPL’s Office of Public Safety.

3. **CONTRACTOR**

Identsys, Inc.

4. **ESTIMATED REASONABLE PRICE**

$3,354.00

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

The District of Columbia Public Library (DCPL), Office of Public Safety (OPS), has a need for identification and security badge accessories, including identification cards and customized landyards printed with the OPS logo. A lanyard is a cord or strap worn around the neck, shoulder, or wrist to carry such items as keys or ID cards.

Identsys, Inc. is a vendor that has provided these accessories to OPS for several years that satisfy the customization specifications for OPS. Therefor, DCPL’s Office of Procurement awarded a purchase order to Identsys, Inc. on August 14, 2017.
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.

Date: 8/24/2027

Darryn A. Martin
Contract Specialist

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**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.

Date: 8/15/17

Diane Wooden
Chief Procurement Officer