

**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 arts & crafts supplies for the neighborhood libraries for FY-18.

3. CONTRACTOR

EarlyChildhood LLC

4. ESTIMATED REASONABLE PRICE

\$9,933.14

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


DCPL Office Procurement issued a Request for Quote (RFQ) on February 27, 2018 to three (3) Small-Business Enterprises (SBEs) and one (1) non-SBE. The Procurement Office received a no-bid response from one (1) non-SBE, but no responses from the two (2) SBEs by the submission deadline of March 2, 2018.

Therefore, a purchase order was issued on March 5, 2018 to EarlyChildhood LLC.

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.

3/5/18
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.

3/5/18
Date

DW
Diane Wooden
Chief Procurement Officer