

**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 piano tuner FY18.

3. CONTRACTOR

Mark Thomas Piano Service

4. ESTIMATED REASONABLE PRICE

\$450.00

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

The DCPL Office of Procurement searched the DC Supply Schedule for an SBE that offers the aforementioned service. DCPL Procurement searched on the DSLBD website using the NIGP Codes "Piano Tuning," but yielded no SBEs. See attached DSLBD search results. Therefore, a purchase order was issued on March 5, 2018 to Mark Thomas Piano Service.

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