

**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 for Metro-Out-Front Media Print Production for its FY-18 summer advertising programs.

3. CONTRACTOR

Vincent Printing Company, Inc.

4. ESTIMATED REASONABLE PRICE

\$5,570.65

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 issued a Request for Quotations (RFQ) on April 18, 2018 to two (2) Small-Business Enterprises (SBEs) and two non-Small Business Enterprises (non-SBEs) for the above product. Only one vendor, a non-SBE, submitted a price quote that met the program office's specific requirements. The Office of Procurement received no other responses by the April 27, 2018 deadline. Therefore, a purchase order was issued to Vincent Printing Company, Inc. on April 30, 2018.

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.

4/30/2018
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.

5/1/18
Date

DW
Diane Wooden
Chief Procurement Officer