

**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 supply large and small easels.

**3. CONTRACTOR**

DEMCO, Inc.

**4. ESTIMATED REASONABLE PRICE**

\$1,448.48

**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 Quotation (RFQ) on May 8, 2018 to one (1) Small Business Enterprise (SBE) and one (1) non-Small Business Enterprise (non-SBE) for the aforementioned items, to be submitted by May 9, 2018. The Office of Procurement received a response from the SBE, but upon analysis determined that the SBE's quoted price was 60% higher than that of the non-SBE.

Therefore, a purchase order was issued on May 10, 2018 to Demco, 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.

5/10/2018  
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.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Diane Wooden  
Chief Procurement Officer