

DF/PO594583

**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 to procure 6-Cart Capers for Chevy Chase Library for FY-18.

**3. CONTRACTOR**

Herman Miller Inc. dba American Office

**4. ESTIMATED REASONABLE PRICE**

\$1,304.62

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

DCPL procured these services via GSA Schedule Contract Number GS-03F-036DA.

**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.

11/9/18  
Date

  
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.

11/7/18  
Date

  
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Diane Wooden  
Chief Procurement Officer