

DETERMINATION AND FINDINGS

FOR SOLE SOURCE PROCUREMENT

FINDINGS

1. **Authorization:**

2. **Minimum Need:**

The District of Columbia Public Library has a need for parts for reader chairs at the Tenley Library to be purchased through Gordon International, the sole US distributor of the Catifa chair.

- Need to replace the legs on 35 chairs with sled base frames, because the legs on chairs have bent and have been taken out of service for safety reasons.

3. **Estimated Fair and Reasonable Price:**

\$6,155.00

4. **Facts That Justify a Sole Source Procurement:**

- A. The District of Columbia Public Library purchased Catifa chairs for the new Tenley library in 2011. This chair has been used as the reader chair in the Adult, Teen and Children's Areas at Tenley since opening in February, 2011.
- B. The legs on all of the chairs have been bending. To date the manufacturer has replaced the legs on 32 of the chairs with sled bases, which have been tested and work well. With the new sled bases, 32 of the broken chairs have been put back on the public floor.
- C. After months of negotiation, Gordon International agreed to replace the sled bases for an additional 52, and DCPL will pay for the sled bases for 35 chairs (a 60%-40% split).
- D. Only the original manufacturer of these chairs can supply the new sled bases.
- E. The legs on these chairs must be replaced for safety reasons. If they are not replaced, new chairs must be purchased instead (a much more costly option).

5. Certification By the Contract Specialist:

I hereby certify that the above facts are accurate and complete.

Contract Specialist

Date

DETERMINATION

Based on the above findings and in accordance with the DCPL Procurement Regulations, 19 DCMR § 4320.7 I hereby determine that the award of a sole source contract for the services described herein is in the best interest of the D.C. Public Library.

Contracting Officer

Date