

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

FINDINGS

1. Authorization:

19 DCMR § 4320.7.

2. Minimum Need:

The District of Columbia Public Library supports Summer Reading through unique programming geared for children. These programs have specific topics, outcomes, and appeal that compliment the theme of summer reading as set by the Collaborative Summer Library Program, of which DCPL is a part. This year's unique theme for Summer Reading is "Dig Into Reading". This theme is being enhanced with programs that are designed to reach out to children and provide them with a unique experience they wouldn't otherwise have access to.

3. Estimated Fair and Reasonable Price:

\$3250.00

4. Facts That Justify a Sole Source Procurement:

- A.** Kathleen MacMillian specializes in programs that teach American Sign Language and about deaf culture. These programs are high-energy, involving interactive storytelling, music, and games.
- B.** Kathleen MacMillian has created a specialized program that fits with the Collaborative Summer Library Program. This program features songs, signs, and stories about digging and what we can find underground.
- C.** Kathleen MacMillian teaches American Sign Language by combining games and clever memorization techniques in a fun-filled and interactive environment. These programs will encompass the basics of conversational sign.

D. Based on the number and frequency of programs Kathleen MacMillian will be presenting at the DC Public Library branches, this is a fair and reasonable price.

Therefore, Kathleen MacMillian is the best and most cost-effective choice for this project.

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