

**DETERMINATION & FINDINGS FOR MANDATORY SET-ASIDE OF  
CONTRACTS \$250,000.00 OR LESS**

**PO  
533645**

**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 Contractor to provide short-term Autumn Maintenance Landscaping services.

**3. ESTIMATED REASONABLE PRICE**

\$19,730.00

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

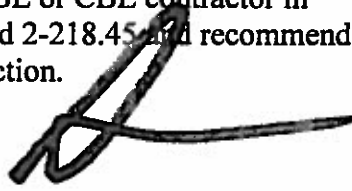
DCPL issued a Request for Quote on October 20, 2015 to (3) CBE's, Day Lily Landscaping, A2 Services, and Lawn Restoration Services, Inc. for short-term autumn maintenance landscaping services, with a closing date of November 2, 2015, and received no responses. After alerting the program office that no responses were received, program was notified that Lawn Restoration Services, Inc. had issues with their computer systems that day and was unable to receive the request for quote.

On November 13, 2015, Lawn Restoration Services, Inc.; (\$28,875.00) a CBE and Ruppert Landscaping Services, (\$19,730.00) and Non-CBE submitted quotes. A purchase order was issued to Ruppert Landscaping Services on November 18, 2015 per DC Code 2-218.44, mandatory set-asides of small contracts for small business enterprises, because its offer price was more than 12 percent lower than Lawn Restoration Services, Inc.

**5. 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.


12/17/15  
Date

  
Ameer M. Abdullah, Sr.  
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.

12/17/15  
Date

  
Diane Wooden  
Diane Wooden  
Chief Procurement Officer