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 Contractor to provide and replace security locks as well as key-cutting services for all DCPL library facilities for FY-16.

3. ESTIMATED REASONABLE PRICE

$10,000.00

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

DCPL Office of Procurement sent out a request for quotations (RFQ) to four (4) vendors, including three (3) CBE’s, on December 1, 2015, requesting a response by December 3, 2015. One CBE responded with a no-bid; the other two (2) CBE never responded. Central Safe & Locksmith Company, a non-CBE vendor, is the sole vendor who submitted a quote to provide and replace security locks for DCPL library facilities for FY-16.

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.

[Signature]

Date: 12/3/2015

Darryl 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