

**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 for a Contractor to provide Kapco Polyester label protectors for its Department of Collections Development and Management.

3. CONTRACTOR

DEMCO, INC.

4. ESTIMATED REASONABLE PRICE

\$2,200.00

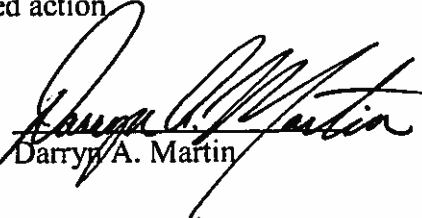
5. FACTS WHICH JUSTIFY AWARD TO OTHER THAN A CERTIFIED SMALL BUSINESS ENTERPRISE (SBE) OR CERTIFIED BUSINESS ENTERPRISE (CBE) CONTRACTOR

DCPL Office of Procurement contacted three (3) and received quotes from two (2). Although both SBEs do provide label protectors, one SBE's quoted price was 17% higher, while the second SBE's quote price was 30% higher. In accordance with DC Code § 2-218.45, DCPL may decline award to the SBE if the price is 12% higher than the open market price. Therefore, a purchase order was awarded to Demco, Inc. on March, 1, 2016.

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

3/3/16
Date


Darryn 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.

3/3/16
Date

DW
Diane Wooden
Chief Procurement Officer