

**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), Office of Public Safety (OPS), has a need for a contractor to provide identification and security badge accessories inclusive of identification cards and customized lanyards printed with the OPS logo. A lanyard is a cord or strap worn around the neck, shoulder, or wrist to carry such items as keys or identification cards.

3. CONTRACTOR

Identisys

4. ESTIMATED REASONABLE PRICE

\$6,281.00

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

The District of Columbia Public Library (DCPL), Office of Public Safety (OPS), has a need for a contractor to provide identification and security badge accessories inclusive of identification cards and customized lanyards printed with the OPS logo. A lanyard is a cord or strap worn around the neck, shoulder, or wrist to carry such items as keys or identification cards.

The DCPL Office of Procurement received a quote from Identisys, the company that had provided the aforementioned badge accessories with the required customization over the past three (3) years. To comply with DC Code 2-218, DCPL issued a Request for Quote to three (3) SBEs. On March 28, 2016, DCPL received a quote from one (1) SBE company.

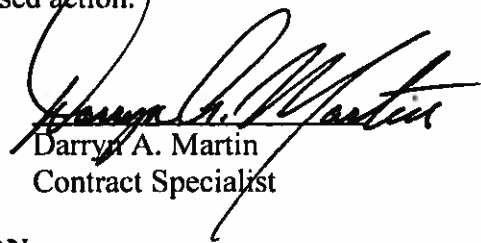
The SBEs price was less than 12% higher than the price submitted by Identisys. However, upon examination of the quote the DCPL Contracting Officer (CO) noticed that the price did not include the cost for customization of the lanyards. However, prior to issuance of a purchase order, the CS was directed by the CO to convene a conference

call between himself, the SBE contractor and the program office to verify and confirm that the pricing included the exact items with customization of the lanyards as requested. The SBE contractor was unable to verify that the products were the same, confirmed that their price was for the lanyards only with no customization. The quote and explanation did not meet the requirements of DCPL and therefore, a purchase order was issued to Identisys on March 29, 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.

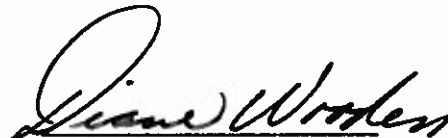
3/32/16
Date


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.

3/31/16
Date


Diane Wooden
Chief Procurement Officer