

**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 digital production signage.

3. ESTIMATED REASONABLE PRICE

\$675.00

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

DCPL searched the DSLBD website and the DC Supply Schedule on the OCP website in an effort to find certified businesses that are authorized to provide digital signage services for DC Events/Walter E. Washington Convention & Sports Authority. Digital Conventions, LLC is contracted with DC Events to provide to mentioned services. As a result, DCPL issued a purchase order to Digital Conventions, LLC on April 13, 2016.

DC Events/Walter E. Convention & Sports Authority is hosting DCPL's 2016 Staff Day on April 27, 2016.

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.

Date

4/18/16


Ameel M. Abdullah, Sr.
Contract Specialist

PO
341157

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.

4/18/16
Date


Diane Wooden
Chief Procurement Officer