

**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 radio advertising services on an as needed basis.

**3. ESTIMATED REASONABLE PRICE**

\$7,500.00.

**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 could provide radio advertising services. DCPL could not find any SBE/CBE businesses on either website. As a result, DCPL issued a purchase order to Howard University on September 19, 2016. This acquisition falls under competition exemption code 2-354.13, number 12 (Purchases of advertising in all media, including electronic, print radio, music and television).

**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

9/19/16


Ameer M. Abdullah, Sr.  
Contract Specialist

PO  
549183

**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.

9/27/16  
Date

  
Diane Wooden  
Diane Wooden  
Chief Procurement Officer