

FY17

**DETERMINATION & FINDINGS FOR MANDATORY SET-ASIDE OF  
CONTRACTS \$250,000.00 OR LESS**

PO  
553200

**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 media content download services on an as needed basis.

**3. ESTIMATED REASONABLE PRICE**

\$400,000.00

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

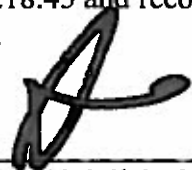
DCPL searched the DSLBD website and the DC Supply Schedule on the OCP website in an effort to find certified businesses that could provide digital content services. DCPL could not find any SBE/CBE businesses on either website. As a result, a purchase order was issued to the Over Drive Inc. on October 31, 2016. This acquisition is exempt from competition under DC Code 2-354.13 Number 12 (Purchases of advertising in all media, including electronic, print, radio, 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

10/31/14

  
Ameer M. Abdullah, Sr.  
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.

11/3/14  
Date

DW  
Diane Wooden  
Chief Procurement Officer