

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

**PO
561692**

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 shredding services on an as needed basic.

3. ESTIMATED REASONABLE PRICE

\$4,885.50


**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 document shedding services. DCPL could not find any SBE/CBE businesses on either website. As a result, DCPL issued a purchase order to Stericycle, Inc./Shred-It on April 19, 2017.

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 4/19/17


Ameer M. Abdullah, Sr.
Contract Specialist