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 board game designs for the 2017 summer reading program.

3. ESTIMATED REASONABLE PRICE
   $250.00

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 game board design for the 2017 summer reading program. DCPL could not find any SBE/CBE businesses on either website. As a result, DCPL issued a purchase order to Kathleen Donahue/Labyrinth Games and Puzzles, Inc. on April 19, 2017.

   This service is part of DCPL’s 2017 Summer Reading Program.

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.

   [Signature]
   Date: 4/19/17
   Ameer M. Abdullah, Sr.
   Contract Specialist