

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

PO
571430

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 MTP Conversation Circle Facilitator services on an as needed basis.

3. ESTIMATED REASONABLE PRICE

\$10,00.00

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

DCPL issued a purchase order on October 10, 2017 to Paula Johnson to provide/conduct adult conversation circles for literacy, after DSLBD issued an email stating there weren't any CBE firms available to provide the mentioned services.

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.

10/10/17
Date


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.

10/16/17

Date



Diane Wooden
Chief Procurement Officer