

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

PO  
605101

**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 Clear Book Labels on an as needed basis.

**3. ESTIMATED REASONABLE PRICE**

\$1,772.50

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

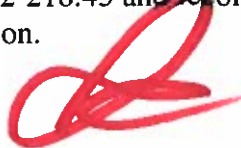
Quotes were requested from two (2) CBE Contractors and one (1) Non-CBE Contractor requesting Clear Glossy Book Labels. Both CBE'S quoted amounts were 12% higher than the Non-CBE Contractor. As a result, DCPL issued a purchase order to Demco, Inc. on June 12, 2019.

**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

6/12/19

  
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.

6/12/19  
Date

DW  
Diane Wooden  
Chief Procurement Officer