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 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 then 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.

[Signature]

6.12.19

Date

Diane Wooden

Chief Procurement Officer