

**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 shipping services for agency goods and packages on an as needed basis.

3. ESTIMATED REASONABLE PRICE

\$2,000.00

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

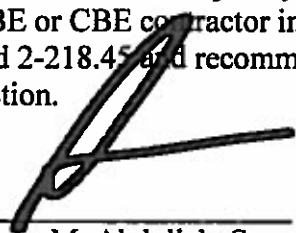
DCPL searched the DSLBD website and the DC Supply Schedule on the OCP website in an effort to find certified businesses that could provide shipping services. DCPL could not find any SBE/CBE businesses on either website. As a result, DCPL issued a purchase order to United Parcel Service on November 5, 2015.

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

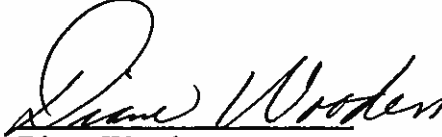
11/5/15


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.

11/13/15
Date


Diane Wooden
Diane Wooden
Chief Procurement Officer