

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT
EMERGENCY**

FINDINGS

1. Authorization:

19 DCMR § 4320.7.

2. Minimum Need:

The District of Columbia Library (DCPL) has the need for Emergency Elevator Repairs and Maintenance Services to end FY13.

3. Estimated Fair and Reasonable Price:

\$23,926.00

4. Facts That Justify a Sole Source Procurement:

Century Elevator is the current elevator maintenance contractor for all DCPL buildings. Currently all DCPL buildings are going thru re-inspection and Century is making all repairs. To have any other contractor to begin work at this time would cause a lapse in service and prevent some buildings from the re-inspection process.

5. Certification by the Contract Specialist:

I hereby certify that the above facts are accurate and complete.

Contract Specialist

Date

DETERMINATION

Based on the above findings and in accordance with the DCPL procurement regulations, 19 DCMR § 4320.7 I hereby determine that the award of a sole source contract for the services described herein is in the best interest of the D.C. Public Library.

Contracting Officer

Date