

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

FINDINGS

1. Authorization:

19 DCMR § 4320.7.

2. Minimum Need:

The DC Public Library would like to enter into a sole source contract with CommCore Consulting Group. CommCore Consulting Group is based in the District of Columbia.

3. Estimated Fair and Reasonable Price:

\$8,714.48

4. Facts That Justify a Sole Source Procurement:

CommCore Consulting Group is a 25-year-old consulting firm that specializes in media training and has extensive experience providing media training for senior- and mid-level staff. Additionally, CommCore Consulting Group has experience working directly with libraries and provided media training to the DC Public Library and media training and media message development to the American Library Association's DC-based legislative affairs office. They have a good understanding of and extensive background in library-related issues.

For these reasons, CommCore Consulting is uniquely qualified to provide the services requested.

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