

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

FINDINGS

1. Authorization:

19 DCMR § 4320.7.

2. Minimum Need:

The District of Columbia Public Library has a need to provide uniforms to the officers assigned to the Office of Public Safety.

3. Estimated Price:

\$20,500.00.

4. Facts Which Justify A Sole Source Procurement:

- A. Muscatello's/ Morgans, Inc. has been providing uniforms to the DC Public Library Office of Public Safety police officers since 2008. Their merchandise is conveniently accessible and cost effective. And in an effort to stay uniformed, they will provide exact color matching for the uniforms we already have on hand.
- B. Muscatello's/Morgans, Inc. has a stock of our MPD approved uniform Police Patches.
- C. Muscatello's/Morgans, Inc. has the capability to provide accurate sizing for each officer because they have an onsite fitting area and tailors to accommodate all sizes.
- D. Muscatello's/Morgans, Inc. has an easy and accommodating return policy for equipment and uniforms.
- E. It is for these reasons outlined herein that sole source procurement is recommended for award to Muscatello's/Morgan's, Inc.

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