

DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT
FINDINGS

1. **Authorization:**

19 DCMR § 4320.7.

2. **Minimum Need:**

The Capital Projects and Facilities Management Office needs to provide ongoing safety training to the 40+ employees who are responsible for the cleaning, systems maintenance, systems operation and overall building management of the District's Library system. On a daily basis, in the performance of their duties, these individuals come into contact with various chemicals, bodily fluids and heavy machinery that if mishandled can have a deadly effect on their lives. DCPL is seeking an Occupational, Safety and Health Administration (OSHA) approved firm that can provide this training.

3. **Estimated Fair and Reasonable Price:**

\$6,250.00

4. **Facts That Justify a Sole Source Procurement:**

- A. Comprehensive Safety Resource, L.P. is a full service loss control safety company providing a wide range of safety related services, risk management consulting and safety training.
- B. The company has provided consistently superior safety and health services to a broad range of clients.
- C. In addition, the CSR team has developed and administered numerous training programs, including OSHA Compliance for the Health Care Industry, Army Corp of Engineers Safety & Health Course, OSHA 10 and 30-hour General Industry and Construction Courses, Forklift Operator Certification Training, Hazwoper Training, and Flagger Safety.
- D. CSR only employs fully qualified, certified training consultants. They average over 15 years of loss control experience, with many having professional designation. Most consultants are degreed safety professionals and all have a minimum of \$2,000,000 professional liability insurance. They are specialists in designing corporate safety training programs for all size companies.
- E. The District of Columbia Library Facilities and Public Safety staff need the expertise of qualified consultants like CSR to provide OSHA certification.

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5. Certification By the Contract Specialist:

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

Mike West Assoc
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Contract Specialist

Date

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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.

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Contracting Officer

Date

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