DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT

FINDINGS

1. **Authorization:**

19 DCMR § 4320.7.

2. **Minimum Need:**

The District of Columbia Public Library (DCPL) needs an outside organization skilled in teen workforce development and life skills training to deliver regular programming throughout the year as a part of DCPL’s Teens of Distinction Program and DCPL’s Summer Youth Employee Program.

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

$3,500.00

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

A. DC Public Library offers workforce development and life skills training as a part of both the Teen of Distinction and the Summer Youth Employee program to help participating Teens to prepare students for a life of work and self-sufficiency.

B. Urban Alliance recognizes that 67% of DC youth can’t find viable employment and that available job opportunities have become increasingly competitive. To combat this trend Urban Alliance has developed a program model and workshop curriculum that has been proven to assist teens that complete Pre-Work training. Each workshop gives participating teens the opportunity to learn how to excel in a modern work environment. Urban Alliance offers workshops in Pre-Employment Skills, Financial Literacy, Communication, Professionalism and Networking.

C. Urban Alliance is a highly respected organization and is uniquely suited to work with DC Public Library to offer workforce development and life skills training as they build in to their curriculum day-of and mid-term evaluations and reports of their trainings to ensure that the trainings have the maximum impact on the participating teens.

It is for the reasons outlined herein that a sole source contract is recommended being awarded to Urban Alliance.
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.

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Contracting Officer     Date