

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

AGENCY: Department of General Services

DIVISION: Contracts and Procurement Division – Goods and Services

CONTRACT NO.: DCAM-27-NC-SS-0013

CAPTION: Consolidated Maintenance Services at Marion S. Barry Building, Jr. Building

CONTRACTOR: Spectrum Management LLC

FINDINGS

1. AUTHORIZATION:

This Determination and Findings (D&F) is issued pursuant to the authority set forth in:

- **D.C. Official Code § 2-351.04(28)** – Defines “Determinations and Findings” as a formal written approval and detailed justification required as a prerequisite for certain contract actions, including the method of procurement, contract type selection, contractor selection, and the basis for contract pricing.
- **D.C. Official Code § 2-354.04** – Grants authority for noncompetitive procurement, including sole-source contracts, when it is determined to be in the best interest of the District and meets the legally established criteria.
- **27 DCMR § 1700** – Establishes the criteria for sole-source procurements, outlining the conditions under which a contract may be awarded without competition due to unique circumstances that justify direct negotiation with a single vendor.
- **27 DCMR Chapter 13 1304.1** - A notice of intent to award a sole source contract shall be published on the Departments’ web site for at least ten (10) days prior to contract award if the estimated price is over five thousand dollars (\$5,000).

2. MINIMUM NEED:

The Government of the District of Columbia, acting by and through its Department of General Services (the “Department” or “DGS”), has an immediate and critical need to retain Spectrum Management LLC (the “Contractor”) to provide uninterrupted Consolidated Maintenance & Operations Services for the Marion S. Barry Jr. Building (the “Facility”). The services are required for a 12-month period to ensure continued building functionality, life safety, tenant support, and operational continuity across all building systems.

The Facility is a major District government facility that houses high-activity tenant agencies with significant public-facing responsibilities. Continuous oversight and technical expertise are required to support building infrastructure systems, including mechanical, electrical, plumbing, elevators, fire protection systems, building automation systems (“BAS”), custodial services, architectural maintenance, grounds operations, snow/ice management, waste and recycling, pest management, and other integrated facilities services.

Any lapse in OM&R services would potentially jeopardize building safety, disrupt essential government operations, compromise regulatory compliance, and create immediate risks affecting employees, visitors, and government property. Accordingly, uninterrupted service support is mandatory.

3. ESTIMATED FAIR AND REASONABLE PRICE:

Pursuant to the Procurement Practices Reform Act of 2010 (D.C. Official Code § 2-351.01 et seq.) and Title 27 DCMR, DGS intends to award a sole source, firm-fixed-price contract that includes fully loaded monthly service rates, with supplemental repair and replacement services compensated through a non-guaranteed Owner-Directed Allowance of \$1,500,000.

All services are priced using fixed monthly rates under CLINs 0001–0017 and fixed hourly labor rates for time-and-material repairs under CLINs 0018–0055 for the twelve-month period October 1, 2026 through September 30, 2027, not to exceed \$5,048,699.04. Pricing includes labor, overhead, G&A, profit, insurance, and all other costs necessary to support timely and uninterrupted service delivery.

CLIN	LINE ITEM DESCRIPTION	UNIT	MTLY PRICE	QTY	TOTAL PRICE
0001	Electrical Services [C.5.1]	Month	\$ 12,596.02	12	\$ 151,152.24
0002	Mechanical Services [C.5.2]	Month	\$ 39,812.20	12	\$ 477,746.40
0003	Plumbing Services [C.5.3]	Month	\$ 18,990.69	12	\$ 227,888.28
0004	Elevator and Lifts Services [C.5.4]	Month	\$ 14,174.69	12	\$ 170,096.28
0005	Energy Management Control System Services [C.5.5]	Month	\$ 13,604.68	12	\$ 163,256.16
0006	Fire Protection Systems [C.5.6]	Month	\$ 8,168.59	12	\$ 98,023.08
0007	Architectural and Structural Maintenance & Repair Services [C.5.7]	Month	\$ 2,342.77	12	\$ 28,113.24
0008	Operations, Maintenance, Repair and Improvement Services [C.5.8]	Month	\$ 30,214.03	12	\$ 362,568.36
0009	Snow and Ice Removal Services [C.5.9]	Month	\$ 9,370.68	12	\$ 112,448.16
0010	Custodial and Janitorial Services [C.5.10]	Month	\$ 99,725.90	12	\$ 1,196,710.80
0011	Landscaping Services [C.5.11]	Month	\$ 9,786.12	12	\$ 117,433.44
0012	RESERVED [C.5.12]	Month	\$ -	0	\$ -
0013	RESERVED [C.5.13]	Month	\$ -	0	\$ -
0014	Pest Control Services [C.5.14]	Month	\$ 5,248.93	12	\$ 62,987.16
0015	Locksmith Services [C.5.15]	Month	\$ 7,025.21	12	\$ 84,302.52
0016	Service Call Operations and Tenant Environment [C.5.16]	Month	\$ 12,950.34	12	\$ 155,404.08
0017	Special Services [C.5.17]	Month	\$ 11,714.07	12	\$ 140,568.84
BASIC SERVICES TOTAL			\$ 295,724.92		\$ 3,548,699.04

The following supplemental repair and replacement as-needed services shall be compensated against the annual Owner-Directed Allowance of \$1,500,000 ordering ceiling.

0018	Electrician	HRLY	\$ 172.02
0019	Electrician - Overtime	HRLY	\$ 215.03
0020	Electrician - Emergency Callback	HRLY	\$ 215.03
0021	Emergency Generator Technician	HRLY	\$ 172.02
0022	Emergency Generator Technician - Overtime	HRLY	\$ 172.02
0023	Emergency Generator Tech.- Emergency Callback	HRLY	\$ 227.14

0024	HVAC Technician	HRLY	\$	170.36
0025	HVAC Technician - Overtime	HRLY	\$	198.76
0026	HVAC Technician - Emergency Callback	HRLY	\$	198.76
0027	Oil & Gas Systems Technician	HRLY	\$	212.94
0028	Oil and Gas Systems Technician - Overtime	HRLY	\$	241.34
0029	Oil and Gas Systems Tech. - Emergency Callback	HRLY	\$	241.34
0030	Fire Alarm Maintenance	HRLY	\$	215.03
0031	Fire Alarm Maintenance - Overtime	HRLY	\$	307.18
0032	Fire Alarm Maintenance - Emergency Callback	HRLY	\$	307.15
0033	Plumber	HRLY	\$	170.36
0034	Plumber - Overtime	HRLY	\$	198.76
0035	Plumber - Emergency Callback	HRLY	\$	198.76
0036	Elevator Technician	HRLY	\$	221.17
0037	Elevator Technician - Overtime	HRLY	\$	417.76
0038	Elevator Technician - Emergency Callback	HRLY	\$	417.76
0039	Building Automation System Technician	HRLY	\$	212.94
0040	Building Automation System Technician - Overtime	HRLY	\$	255.54
0041	Building Automation System Technician - Emergency Callback	HRLY	\$	255.54
0042	Excess of 6" Snow Removal	HRLY	\$	220.01
0043	Excess of 6" - Snow Removal - Overtime	HRLY	\$	220.01
0044	General Maintenance Technician	HRLY	\$	113.57
0045	General Maintenance Technician - Overtime	HRLY	\$	147.45
0046	General Maintenance Technician - Emergency Call Back	HRLY	\$	147.45
0047	Landscape Maintenance	HRLY	\$	147.45
0048	Landscape Maintenance - Overtime	HRLY	\$	147.45
0049	Landscape Maintenance - Emergency Callback	HRLY	\$	184.31
0050	Custodial Maintenance	HRLY	\$	122.87
0051	Custodial Maintenance - Overtime	HRLY	\$	122.87
0052	Custodial Maintenance -Emergency Callback	HRLY	\$	184.31
0053	Pest Control Maintenance	HRLY	\$	202.73
0054	Pest Control Maintenance - Overtime	HRLY	\$	245.74
0055	Pest Control Maintenance - Emergency Callback	HRLY	\$	245.74

4. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT METHOD:

In accordance with D.C. Official Code § 2-354.04, 27 DCMR 1304, and 27 DCMR 4718, the Department of General Services (DGS) seeks to award a sole source contract to prevent



imminent threats to health, welfare, property, and safety, and to avoid serious disruption of government operations at the Facility.

As mandated under D.C. Code § 10-551.01(b)(4), the Department must ensure safe, healthy, and fully operational facilities across District-owned assets. The Facility requires continuous operations, maintenance, and repair services to support essential government functions.

1. **Continuity of Critical Services:** Spectrum Management, LLC is the incumbent contractor and is the only provider positioned to maintain uninterrupted service delivery without operational disruption.
 2. **Protection of Health, Safety, and Property:** Immediate continuation of services is critical to safeguard employee welfare, visitor safety, and protection of government assets.
 3. **Proven Performance:** The Contractor is currently providing satisfactory services and has established knowledge of the facility and systems.
 4. **Minimized Operational Risk:** Transitioning to a new contractor at this time introduces risks related to building systems failure, learning curves, and gaps in regulatory-sensitive areas including life-safety systems and environmental controls.
 5. **Fair and Reasonable Pricing:** The Contractor's pricing structure aligns with historical DGS experience for similar facilities and is determined to be fair and reasonable based on market conditions.
 6. **Best Interest of the District:** Awarding a 12-month sole source to the incumbent is the most advantageous and practical solution, ensuring continuity of services, minimizing operational risk, and protecting the District's core interests.
5. **FACTS THAT ESTABLISH THE PROPOSED VENDOR IS THE ONLY SOURCE OF THE REQUIRED GOODS OR SERVICES**

The determination that the Contractor is the only source capable of providing the required services is based on the following factors:

1. Specialized Knowledge of the Facility

Spectrum Management LLC is the incumbent contractor and possesses extensive, site-specific institutional knowledge of the Facility, its systems, and its operational requirements.

2. Unique Operational Requirements

The Facility houses multiple critical government agencies (e.g., Metropolitan Police Department) with heightened building operation needs. Systems such as BAS, HVAC, fire protection, electrical distribution, and elevators require continuous expert management.

3. Immediate Need for Continuity of Operations

Operational gaps caused by contractor transition would threaten building integrity, life-safety compliance, and continuity of essential government services.

4. Avoidance of Significant Operational Risk

Any transition poses risks related to equipment familiarity, system configuration, programming, and emergency response readiness.

5. Demonstrated Capability and Performance

The incumbent contractor has consistently delivered satisfactory service levels and demonstrates established capability to maintain OM&R services across all building systems.

6. Best Interest of the District

Maintaining the Contractor as the service provider ensures stability, safety, fiscal responsibility, and compliance with District procurement and facility management mandates. A sole source award is therefore the only practical and advantageous option for the District under the circumstances.

6. CERTIFICATION BY THE CHIEF OPERATING OFFICER:

I hereby certify to the best of my knowledge and belief that all of my statements regarding the conditions, service needs and urgency, are true, correct, and complete and that the information given herein is true and accurate. Moreover, I understand that making a false statement is punishable by criminal penalties pursuant to D.C. Official Code § 22-2405 et sq. (2001). I understand that any information I give may be investigated as allowed by law or regulation.

Danielle Meadors
Chief Operating Officer

Date

7. CERTIFICATION BY THE CONTRACT SPECIALIST:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source procurement method to award the captioned contract. In addition, the Department's notice of intent to enter into a sole source contract shall be posted on the Internet at least 10 days prior to award. Given the foregoing, I recommend that the Department of General Services' Contracting Officer approve the use of the sole source procurement method for this proposed procurement action.

Karen J. Araujo
Senior Contract Specialist
Goods and Services Acquisition Unit

Date

8. CERTIFICATION BY THE CONTRACTING OFFICER:

Pursuant to my duty as the Contracting Officer for the Goods and Services Acquisition Unit within the Department of General Services (DGS), I have conducted a thorough and diligent review of the findings supporting the proposed sole source contract award. Based on this evaluation, I hereby certify that the justification presented is sound, well-founded, and fully consistent with the statutory and regulatory framework governing procurement within the District of Columbia.

In accordance with Section 404(c) of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Official Code § 2-354.04), the Department's intent to proceed with a sole source award was duly published, and no responses challenging the determination were received. The findings unequivocally establish that the selected vendor possesses exclusive authorization and technical expertise necessary to fulfill the Department's minimum requirements, thereby warranting approval of the sole source selection methodology.



Accordingly, I respectfully submit this justification for formal approval and determination by the Chief Procurement Officer, affirming that this procurement action aligns with best practices, fiscal responsibility, and the operational imperatives of the Department.

Domonique L. Banks
Contracting Officer, Supervisory Contract Specialist
Goods and Services Acquisition Unit

Date

DETERMINATION

In my official capacity as the Chief Procurement Officer for the Department of General Services (“DGS”), I have conducted a comprehensive review of the findings substantiating the proposed sole source procurement and the corresponding certification issued by the Contracting Officer. Based on this thorough examination, I affirm that the justification sufficiently warrants the award of a sole source contract under the cited authority.

In accordance with Section 404(c) of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Official Code § 2-354.04), the Department’s intent to award a sole source contract was properly published, and no responses contesting the determination were received. The findings establish, with clarity and sound reasoning, that the specified Contractor possesses the exclusive technical expertise, manufacturer authorization, and operational capacity necessary to fulfill the Department’s requirements.

Accordingly, I formally endorse and authorize the utilization of the sole source procurement method to secure Consolidated Maintenance Services at Marion S. Barry Building, Jr. Building with Spectrum Management LLC. This determination aligns with the best procurement practices, regulatory compliance, and the operational imperatives of the Department.

Dr. Jacque McDonald, NIGP-CPP, CPPO, CPPB
Associate Director Contracts & Procurement
Chief of Procurement Officer

Date

