

**DETERMINATION & FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

AGENCY: Department of General Services

CONTRACT NO.: DCAM-24-NC-SS-0004

CAPTION: Transition Phase Armed/Unarmed Security Guard Personnel Services Asset Class C (Public Safety and Justice), D (Human Support Services), and E (Government Operations)

CONTRACTOR(S): Security Assurance Management, Inc. (“SAM”)

FINDINGS

1. AUTHORIZATION:

D.C. Official Code §2-354.04 and Title 27 DCMR 4718.

2. MINIMUM NEED:

The Department of General Services (DGS), on behalf of the Protective Services Division (PSD), has an immediate need for Security Assurance Management Inc. (SAM) to continue providing security guard personnel services at facilities now classified as Asset Class C through E. SAM’s continuation of services is required to ensure a seamless transition between the incumbent and the newly awarded contractors for Asset Class C, D, and E. This transition phase is necessary to ensure that the onboarding vendors have ample time to complete and secure security guard licenses through the Department of Licensing and Consumer Protection (DLCP), and to procure the required weapons and uniforms.

3. ESTIMATED FAIR AND REASONABLE PRICE:

The estimated reasonable labor rates for guard services are as outlined with a maximum, non-guaranteed labor hour ordering ceiling up-to \$25,000,000.00:

Security Guard	\$45.77
Commissioned Special Police Officer/Guard II (unarmed)	\$59.99
Commissioned Special Police Officer/Guard II (armed)	\$61.59

4. **FACTS WHICH JUSTIFY AN EMERGENCY PROCUREMENT:**

The Department of General Services (DGS), on behalf of the Protective Services Division (PSD), has an immediate and critical need for Security Assurance Management Inc. (SAM) to continue providing Security Guard personnel services at facilities now classified as Asset Class C through E. The continuation of SAM's services is essential to ensure a seamless transition between the incumbent and the newly awarded contractors for these asset class awarded Contracts.

- a) **Seamless Transition:** SAM's ongoing services are vital to maintaining security and operational stability during the transition period. Discontinuation of services could lead to security lapses, posing significant risks to personnel, property, and sensitive information.
- b) **Transition Phase Requirements:** The onboarding vendors need sufficient time to complete necessary administrative and regulatory steps, including securing Security Guard licenses through the Department of Licensing and Consumer Protection (DLCP), and obtaining required weapons and uniforms. Without SAM's continued support, there would be a gap in security coverage during this critical phase.
- c) **Unique Qualifications of SAM.**
 - a. **Proven Expertise and Reliability:** SAM has a demonstrated track record of providing high-quality security services tailored to the specific needs of individual locations and client agencies. Their familiarity with the facilities and existing protocols ensures they can deliver uninterrupted and effective security measures.
 - b. **Established Compliance and Readiness:** SAM already holds all necessary licenses and has trained personnel equipped with the required weapons and uniforms currently securing every facility within Asset Class C-E. This immediate readiness is something new vendors cannot match within a short time frame.
- d) **Risk Mitigation:**
 - a. **Safety and Security Risks:** Any disruption in security services could expose the facilities to increased risks, including theft, vandalism, and other security breaches. SAM's continued presence mitigates these risks by ensuring there is no gap in security coverage.
 - b. **Operational Stability:** Ensuring that security operations remain stable and uninterrupted during the vendor transition is critical to maintaining overall operational integrity at the facilities and within the District of Columbia.

e) Time-Sensitive Nature:

- a. **Urgency of Licensing and Equipment Procurement:** The process for new vendors to obtain the required security guard licenses and procure necessary equipment is time-consuming. SAM's established presence and readiness eliminate this delay, ensuring continuous security provision.

In conclusion, extending SAM's services through a contract on a sole source basis is essential to ensure a smooth and secure transition to the new contractors. SAM's unique qualifications, immediate availability, and the critical nature of their services justify this necessity. This extension will safeguard against any potential security risks and ensure that the new contractors have ample time to meet all regulatory and operational requirements before assuming full responsibilities.

5. CERTIFICATION BY THE ASSOCIATE DIRECTOR OF PROTECTIVE SERVICE DIVISION:

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.

Date

Larry Priester
Associate Director, Protective Service Division

6. CERTIFICATION BY CONTRACTING OFFICER/SUPERVISORY CONTRACT SPECIALIST:

After a thorough review of the findings presented above, I affirm that they substantiate the appropriateness of employing the sole source procurement method for awarding the contract mentioned to the specified Contractor. Furthermore, I confirm that the Department will promptly post I certify that the sole source notice of Intent to Award a Sole Source Contract will be published in accordance with Section 404(c) of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Official Code §2-354.04).

Considering the outlined circumstances, I strongly recommend that the Chief Procurement Officer of the Department of General Services approve the utilization of the sole source procurement method for this proposed procurement action.

Date

Domonique L. Banks
Contracting Officer, Supervisory Contract Specialist

DETERMINATION

Having thoroughly examined the aforementioned findings and the CO certification pertaining to the issuance of a sole source method of procurement under the cited authority, I, in my capacity as the Department of General Services' Chief Procurement Officer, affirm that the justification sufficiently warrants the application of the sole source procurement method as specified in the cited authority. I certify that the sole source notice of Intent to Award a Sole Source Contract was published in accordance with Section 404(c) of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Official Code §2-354.04) and that no response was received.

In conclusion, as the Chief Procurement Officer for the Department of General Services (DGS), I officially endorse the utilization of the sole source procurement method as the sole and necessary approach for procuring Transition Phase Armed/Unarmed Security Guard Personnel Services Asset Class C-E.

Date

George G. Lewis, CPPO
Chief Procurement Officer
Chief of Contracts and Procurement

