

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF GENERAL SERVICES



Contracts & Procurement

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE EXTENSION OF A COMPETITIVELY AWARDED CONTRACT  
BEYOND FIVE YEARS**

**Agency:** Department of General Services  
**Contract No.:** DCAM-14-NC-0132  
**Caption:** Security Guard Services Sector 2  
**Contractor:** Security Assurance Management, Inc.

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Official Code §2-354.04, 27 DCMR Chapter 13 1304.1, 1700, 1701, 2005.2(b)

**2. MINIMUM NEED:**

The Department of General Services (“DGS” or the “Department”), on behalf of Protective Services Division (“PSD”), has an immediate need for the current contractor, Security Assurance Management Inc. (“SAM” or “Contractor”) to continue providing Security Guard Services in Sector 2 (“Sector 2”) for up to an additional twelve (12) months to allow the Department to solicit award of a new contract. This additional twelve (12) months extension will assure the avoidance of disruption of services and ensure a safe environment for the citizens, employees and visitors of the District Government facilities during the preceding period while a new solicitation for these services is procured following major scope change.

**3. ESTIMATED FAIR AND REASONABLE PRICE:**

The estimated fair and reasonable price for the twelve (12) month sole source contract extension is Five Million, Three-Hundred and Thirty-two Thousand, and Eight Hundred Twenty-Seven Dollars and seventy-six cents (\$5,332,827.76).

**4. FACTS WHICH JUSTIFY A SOLE SOURCE EXTENSION OF CONTRACT:**

It is the mission of DGS to provide safe environments and protection against internal and external threats to citizens, employees and visitors of District Government facilities and to ensure a safe environment for the citizens, employees and visitors of the District of Columbia. The purpose of this sole source contract extension is to prevent a disruption in Security Guard Services and avoid potentially life threatening situations for citizens, employees and visitor of District Government facilities.

1. On October 23, 2014, the Contractor, SAM, was awarded the contract to provide Security Guard Services in Sector 2, which is comprised of municipal government agencies such as the Department of Health and Human Services, the Department of Motor Vehicles, the Department of Public Works, the Office of Unified Communications and the Department of Parks and Recreation.
2. The Department has determined that it is in the best interest of the District to extend the current contract with SAM from October 23, 2019 through October 22, 2020 in an effort to continue providing Security Guard Services for Sector 2 as defined under the original contractual agreement.
3. The Department is in the process of conducting major scope changes to the solicitation and it is the intent of the Department to issue a new solicitation within the next 120 days upon confirmation of funding.
4. The incumbent that is currently providing Security Guard Services in Sector 2 is vital to the District and this service must be continued without interruption.
5. It is most advantageous to the District to continue with services provided by the incumbent. This is a continuation of service against the current contract DCAM-14-NC-0132 with no changes in monthly cost of services.
6. The current contractor is providing satisfactory services and is uniquely positioned to ensure the continuity of services.
7. A sole source contract extension is the most advantageous method to avoid a life threatening situation and disruption services; it ensures a continuation of service while the District prepares and finalizes a solicitation for competition and award a multiple year contract upon Council's approval.

**5. CERTIFICATION BY ASSOCIATE DIRECTOR:**

I hereby certify that the above findings are true, correct and complete.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Conan Bruce, MPA | Associate Director  
Protective Services Division

**6. CERTIFICATION BY CONTRACTING OFFICER OF GOODS AND SERVICES:**

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole-source contract was published in accordance with 27 DCMR 1304 and that no response was received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kimberly Gray  
Contracting Officer | Goods and Services

**7. CERTIFICATION BY CHIEF OF CONTRACTS AND PROCUREMENT:**

Based on the above findings and in accordance with the cited authority, I hereby determine and certify that they are sufficient to justify the use of the sole source method of procurement under D.C. Official Code §2-354.04, 27 DCMR Chapter 13 1304.1, 1700, 1701, 2005.2(b). I further certify that it is not feasible nor practical to invoke the competitive sealed proposal process under Section 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Official Code § 2-354.04). Accordingly, I certify that the 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 Action of 2010 (D.C. Official Code § 2-354-04). In conclusion I determined that the District is justified in using the sole source procurement method for this proposed contract.

\_\_\_\_\_  
Date

\_\_\_\_\_  
George. G. Lewis, CPPO  
Chief Procurement Officer  
Contracts & Procurement