

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

Agency: Department of General Services
Contract No.: DCAM-17-NC-0021
Caption: On-Call Third Party Inspectors for Conveyance Machines
Contractor: National Elevator Inspection Services, Inc. (“NEIS”)

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 Facilities Management Division (“FMD”), has an immediate need for the current Contractor, National Elevator Inspection Services, Inc. (“NEIS” or “Contractor”) to continue providing On-Call Third Party Inspectors for Conveyance Machines at various District owned and operated facilities for an additional period of up-to three (3)-months, from 22-March-2020 through 20-June-2020 and until the Department awards of a new contract. This additional three (3)-month extension will assure the avoidance of any disruption to critical facility operation services during the impending period while a new solicitation for these services is procured following significant scope changes.

3. ESTIMATED FAIR AND REASONABLE PRICE:

The estimated fair and reasonable price for the three (3)-month sole source contract extension is Seventy-Five Thousand Dollars (\$75,000.00) for On-Call Third Party Conveyance Inspection Services.

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

It is the mission of DGS to provide first rate maintenance at District government facilities and to ensure a safe environment for the citizens, students, faculty, employees and visitors

of the District of Columbia. The purpose of this sole source contract extension is to prevent an imminent threat to safety and serious disruption in agency operations in various District owned and operated facilities.

1. On March 22, 2017, the Contractor, National Elevator Inspection Services, Inc. (“NEIS”), was awarded the contract to provide On-Call Third Party Inspection Services for Conveyance Machines at various District owned and operated facilities for a twelve (12)-month base year period and two additional, one (1) year option periods.
2. The Department has determined that it is in the best interest of the District to extend the current contract with NEIS from March 22, 2020 through June 20, 2020, a total of three (3)-months where NEIS will continue providing On-Call Third Party Inspection for Conveyance Machines at various District owned and operated facilities as defined under the original contractual agreement.
3. The Department is in the process of conducting significant changes and updates to the current scope of work and intends to issue a new solicitation within the next 60-days.
4. The incumbent is currently providing On-Call Third Party Inspection Services for Conveyance Machines at various District owned and operated facilities and the continuity of these services is vital to the District.
5. The continuation of services being provide under the current contract with the incumbent is the most advantageous method to assure continuity of services delivery. This plan includes the continuation of service against the current contract DCAM-17-NC-0021 with no changes in costs for On-Call Third Party Inspections for Conveyance Machines.
6. NEIS, the current Contractor, is providing satisfactory services and is uniquely positioned to ensure continuity of services.
7. A sole source contract extension is the most advantageous method to minimize disruption to overall facility operations; it ensures a continuation of service while the District prepares and finalizes a solicitation for competition and awards a contract.

5. CERTIFICATION BY DEPUTY DIRECTOR OF FACILITIES MANAGEMENT DIVISION:

I hereby certify to the best of my knowledge and belief, all of my statements are true, correct and complete and that the information given herein is true and accurate to the best of my knowledge and belief.

Donny Gonzalez
Deputy Director Facilities Management Division

Date

6. CERTIFICATION BY CONTRACT SPECIALIST:

I have reviewed the above findings and certify to the best of my knowledge and belief, all statements are true, correct and complete and that the information given herein is true and accurate to the best of my knowledge and belief.

Keith R. Giles
Contracts Specialist
Goods & Services

Date

DETERMINATION

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 sole source notice of Intent to Award Sole Source Contracts 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. Therefore, as the Chief Procurement Officer and Chief of Contracts & Procurement for the Department of General Services, I approved the use of the sole source procurement method for this requirement.

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

Date