

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

Agency: Department of General Services

Contract No.: DCAM-17-NC-0089

Caption: Comprehensive Janitorial Services for The Pat Handy Short-Term Housing

Contractor(s): Capital Area Building Solutions Group

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 the Facilities Management Division (“FMD”), has an immediate need for the current Contractor to continue providing on-call, as needed comprehensive janitorial services, and housekeeping related services for an additional period of up-to six (6)-months, through 30-April-2022. This additional six (6)-month extension will ensure the avoidance of any disruption to critical facility operations and service needs during the impending period.

3. ESTIMATED FAIR AND REASONABLE PRICE:

All janitorial services furnished under this sole-source extension of the contract beyond five (5)-years will be ordered through issuance of the Contractor’s firm fixed fully loaded monthly rate for standard, daily janitorial services including fixed fully loaded pricing per hourly and per session for supplemental services. The estimated fair and reasonable price for the Contract (DCAM-17-NC-0089) is a total aggregate value of \$985,000 and supplemental services of \$10,000 the Contract Not-to-Exceed Value of \$995,000. Services carried out on fixed price, cost-reimbursement and a time and material basis, for all supplemental cost reimbursable services:

The Contract shall contain the following types of contract components:

- a) Firm-fixed fully loaded price for monthly services; and
- b) Cost reimbursement component for supplemental services based on direct labor hourly rates, of which the Contractor(s) will receive compensation on a time and material basis.

CLIN	SUPPLEMENTAL SERVICES (As Needed)	UNIT	QTY	FIXED FEE/RATE
TOTAL NTE COST REIMBURSABLE CEILING FOR SUPPLEMENTAL SERVICES COST				\$ 10,000.00

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 health, welfare, safety, and serious disruption in agency operations at various District of Columbia owned and operated facilities including but not limited to municipal, recreation centers and shelters.

1. On November 1, 2017 Contractor, was awarded contract to provide on-call, as needed janitorial and housekeeping related services at various District of Columbia owned and operated facilities for a month (1)-month base year period and four (4) 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 Contractor from November 1, 2022 through April 30, 2023, a total of six (6)-months, allowing Contractor to continue providing on-call, as needed janitorial services at various District of Columbia owned and operated facilities including but not limited to municipal, recreation centers and shelters as defined under the original contractual agreement.
3. The incumbent is currently providing the on-call, as needed janitorial and housekeeping related services at various District of Columbia owned and operated facilities and continuity of these services is vital to the Districts operations of the facility.
4. Continuing services under the current contract with the incumbent is the most advantageous method to assure continuity of service delivery. This plan includes the continuation of service against the current contract DCAM-17-NC-0089 for basic services and supplemental reimbursable services through April 30, 2023. It is not adventitious for the Department to solicit services as the facility is schedule to close due to planned modernization efforts during FY23.
5. The incumbent is providing satisfactory services as the current Contractor and therefore is uniquely positioned to ensure continuity of services.



6. A sole source contract extension is the most advantageous method to minimize disruption to overall facility operations; it ensures a continuation of service for the shortened period with minimal administrative impact.

5. CERTIFICATION BY THE DEPUTY DIRECTOR OF FACILITIES MANAGEMENT DIVISION

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 giving herein is true and accurate to the best of my knowledge.

Donny Gonzalez
Deputy Director, Facilities Management Division

Date

6. CERTIFICATION BY THE SUPERVISOR AND CONTRACTING OFFICER:

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.

Domonique L. Banks
Contracting Officer, Supervisory Contract Specialist
Division of Contracts & Procurement

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 of Contracts & Procurement
Chief Procurement Officer

Date

