

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF GENERAL SERVICES



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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-18-NC-0093E  
**Caption:** Recycling Hauling Services  
**Contractor(s):** Jerome L. Taylor Trucking, 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 the Sustainability & Energy Division (“S&E”) has an urgent need for the existing contractor to maintain ongoing recycling hauling services. This includes the provision of on/off-site shredding services as required and recycling litter can collection services. These services are crucial to support the Department's resource management initiatives and to align with the District Recycling Guidelines.

We are formally seeking a crucial extension of eighty-one (81) days, commencing on November 7, 2023, and concluding on January 26, 2024, or until the Department successfully awards the new contract. This prolonged timeframe is of paramount significance in upholding the uninterrupted operation of essential facility functions and ensuring that service requirements continue to be met without any disruptions during the impending period.

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

The cost structure for the Recycling Hauling Services Contract is established through firm-fixed per-pull rates, which include a cost reimbursement component. The estimated total cost for the recycling hauling services consists of \$28,903.83 allocated for essential services and an additional \$100,000 for supplementary services. Together, these elements culminate in a Not-to-Exceed (NTE) contract value of \$128,903.83.

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

DGS is committed to its mission of delivering top-tier maintenance services at District government facilities while prioritizing the safety and well-being of the citizens, staff, employees, and visitors in the District of Columbia. The primary objective behind this sole-source contract extension is to proactively avert any imminent threats to health, welfare, safety, and prevent significant disruptions at Municipals facilities in Wards 5 through 8 and Laurel MD.

1. On November 7, 2018, Jerome L. Taylor was granted a contract to provide recycling hauling services. The initial contract covered a two (2) base year, along with the provision for three (3) additional one (1) year option periods.
2. The Department has determined that extending the current contract with the Contractor, which would encompass the period from November 7, 2023, to January 26, 2024, with a potential duration of up to eighty-one (81) days, serves the District's best interests. This extension will facilitate the Contractor's ongoing provision of recycling hauling services and supplementary services, thereby ensuring the smooth and effective execution of operations.
3. The Contractor is presently delivering recycling hauling services for various DC facilities, and the uninterrupted provision of these services is paramount to the facility's operational continuity in the District.
4. Continuing services under the current contract with the Contractor is the most advantageous method to assure continuity of service delivery includes the continuation of service against the current contract DCAM-18-NC-0093E for Recycling Hauling Services.
5. The incumbent, in their role as the current Contractor, has consistently delivered satisfactory services and is thus uniquely positioned to ensure the seamless 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 allowing the District the necessary additional time to adequately prepare to pursue the solicitation process under new social destinating guidelines handed down by both the Center for Disease Control (“DCD”) and the District Department of Health Agency guidelines.
7. In accordance with **Chapter 47 of title 27 of the DCMR 4720** Recycling Hauling Services will be procured thorough the Sealed Bidding Process and the RFP will be publicized during FY24 Q1.

**5. CERTIFICATION BY CONTRACT SPECIALIST:**

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

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**Donny Gonzalez**  
Deputy Director  
Facilities Management Division

\_\_\_\_\_  
Date

**6. CERTIFICATION BY CONTRACTING OFFICER OF THE NON-CONSTRUCTON 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 given herein is true and accurate to the best of my knowledge and belief.

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**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.

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

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Date

