

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-18-NC-0112A

Caption: Consolidated Maintenance Services for Ward 4 Short Term Family Housing Facility

Contractor(s): Sustainable Facilities Management Services

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 Department of Human Services (“DHS”). We have an immediate requirement for the current Contractor to continue providing comprehensive, consolidated maintenance services encompassing building, maintenance, and operational aspects. These services are essential for the efficient functioning of Operations, Maintenance, and Repair (OM&R) services at the District's Ward 4 Short-Term Family Housing facility.

We are seeking an extension of up to twelve (12) months, October 18, 2023, through October 17, 2024, or until the Department awards a new contract. This additional twelve (12)-month extension is imperative to ensure the seamless operation of critical facility functions and to meet service requirements without any disruptions during this upcoming period.

3. ESTIMATED FAIR AND REASONABLE PRICE:

The estimated fair and equitable total cost for the Short-Term Family Housing – Ward 4 Contract comprises \$380,689.89 for essential services and an additional \$150,000 for supplementary services. This combination results in a Not-to-Exceed (NTE) contract value of \$530,689.89.

Basic/Routine Service Schedule

CLIN	SERVICE	UNIT	COST	QTY	EXTENDED
4001AA	Electrical Services [C.7]	MTLY	\$1,458.22	12	\$17,498.58
4001AB	Mechanical Services [C.8]	MTLY	\$2,780.97	12	\$33,371.59
4001AC	Plumbing Services [C.9]	MTLY	\$1,408.49	12	\$16,901.88
4001AD	Elevator and Lifts Services [C.10]	MTLY	\$939.87	12	\$11,278.48
4001AE	Energy Management Control System Services [C.11]	MTLY	\$1,419.66	12	\$17,035.97
4001AF	Fire Protection Systems [C.12]	MTLY	\$621.02	12	\$7,452.28
4001AG	Architectural and Structural Maintenance & Repair Services [C.13]	MTLY	\$7,840.78	12	\$94,089.36
4001AH	Operations, Maintenance, Repair and Improvement Services [C.14]	MTLY	\$4,093.00	12	\$49,115.95
4001AI	Snow and Ice Removal Services [C.15]	MTLY	\$1,055.34	12	\$12,664.12
4001AJ	RESERVED [C.16]	MTLY			
4001AK	Landscaping Services [C.17]	MTLY	\$1,662.22	12	\$19,946.62
4001AL	Utility Companies Services [C.18]	MTLY	\$91.09	12	\$1,093.04
4001AM	RESERVED [C.19]	MTLY			
4001AN	Pest Control Services [C.20]	MTLY	\$903.13	12	\$10,837.53
4001AO	Locksmith Services [C.21]	MTLY	\$600.73	12	\$7,208.79
4001AP	Service Call Operations and Tenant Environment [C.22]	MTLY	\$1,883.00	12	\$22,595.99
4001AQ	Special Services [C.23]	MTLY	\$4,966.64	12	\$59,599.70
					\$380,689.89

Time & Material Supplemental Service Rates

CLIN	SERVICE	UNIT	COST	QTY	EXTENDED
4004	Electrician	HRLY	\$117.91	1	\$117.91
4005	Electrician – Overtime	HRLY	\$176.86	1	\$176.86
4006	Electrician - Emergency Callback	HRLY	\$176.25	1	\$176.25
4007	Emergency Generator Technician	HRLY	\$123.38	1	\$123.38
4008	Emergency Generator Technician – Overtime	HRLY	\$185.07	1	\$185.07
4009	Emergency Generator Tech.- Emergency Callback	HRLY	\$185.07	1	\$185.07
4010	HVAC Technician	HRLY	\$133.71	1	\$133.71
4011	HVAC Technician – Overtime	HRLY	\$212.72	1	\$212.72
4012	HVAC Technician - Emergency Callback	HRLY	\$212.72	1	\$212.72
4013	Oil & Gas Systems Technician	HRLY	\$133.71	1	\$133.71
4014	Oil and Gas Systems Technician – Overtime	HRLY	\$212.72	1	\$212.72
4015	Oil and Gas Systems Tech. - Emergency Callback	HRLY	\$212.72	1	\$212.72
4016	Fire Alarm Maintenance	HRLY	\$161.67	1	\$161.67
4017	Fire Alarm Maintenance – Overtime	HRLY	\$242.50	1	\$242.50
4018	Fire Alarm Maintenance - Emergency Callback	HRLY	\$242.50	1	\$242.50
4019	Plumber	HRLY	\$133.71	1	\$133.71
4020	Plumber – Overtime	HRLY	\$212.72	1	\$212.72
4021	Plumber - Emergency Callback	HRLY	\$212.72	1	\$212.72
4022	Elevator Technician	HRLY	\$369.53	1	\$369.53
4023	Elevator Technician – Overtime	HRLY	\$739.05	1	\$739.05



4024	Elevator Technician - Emergency Callback	HRLY	\$739.05	1	\$739.05
4025	Building Automation System Technician	HRLY	\$133.71	1	\$133.71
4026	Building Automation System Technician - Overtime	HRLY	\$151.94	1	\$151.94
4027	Building Automation System Technician - Emergency Callback	HRLY	\$151.94	1	\$151.94
4028	Excess of 6" Snow Removal	HRLY	\$1,060.29	1	\$1,060.29
4029	Excess of 6" - Snow Removal – Overtime	HRLY	\$1,544.10	1	\$1,544.10
4030	General Maintenance Technician	HRLY	\$39.33	1	\$39.33
4031	General Maintenance Technician – Overtime	HRLY	\$48.93	1	\$48.93
4032	General Maintenance Technician - Emergency Call Back	HRLY	\$48.93	1	\$48.93
4033	Administrative Staff	HRLY	\$34.36	1	\$34.36
4034	Administrative Staff – Overtime	HRLY	\$43.24	1	\$43.24
4035	Administrative Staff - Emergency Callback	HRLY	\$43.24	1	\$43.24
4036	Landscape Maintenance	HRLY	\$47.41	1	\$47.41
4037	Landscape Maintenance – Overtime	HRLY	\$70.50	1	\$70.50
4038	Landscape Maintenance - Emergency Callback	HRLY	\$47.41	1	\$47.41
4039	Custodial Maintenance	HRLY	\$26.24	1	\$26.24
4040	Custodial Maintenance – Overtime	HRLY	\$35.55	1	\$35.55
4041	Custodial Maintenance -Emergency Callback	HRLY	\$35.55	1	\$35.55
4042	Pest Control Maintenance	HRLY	\$103.32	1	\$103.32
4043	Pest Control Maintenance – Overtime	HRLY	\$121.55	1	\$121.55
4044	Pest Control Maintenance - Emergency Callback	HRLY	\$121.55	1	\$121.55

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 the Short-Term Family Housing - Ward 4 facility.

1. On October 18, 2018, Sustainable Facilities Management Services was granted a contract to deliver comprehensive maintenance services for the Ward 4 Short-Term Family Housing Facility. The initial contract covered a base year of twelve (12) months, along with the provision for four (4) additional one (1) year option periods.
2. The Department has concluded that extending the existing contract with the Contractor, spanning from October 18, 2023, to October 17, 2024, for a potential duration of up to twelve (12) months, is in the District's best interest. This extension will enable the Contractor to continue delivering consolidated maintenance services and supplemental services, ensuring the efficient execution of operations, maintenance, and repair (OM&R) services.



3. The Contractor is presently delivering consolidated maintenance 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-0112A for Consolidated Maintenance Services for Ward 4 Short-Term Family Housing.
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** Consolidated Maintenance Services for Ward 4 Short-Term Family Housing 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.

Donny Gonzalez
Deputy Director
Facilities Management Division

Date



6. CERTIFICATION BY CONTRACTING OFFICER OF THE NON-CONSTRUCTION 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.

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 Procurement Officer
Chief of Contracts & Procurement

Date

