

**DETERMINATION & FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

Purchasing Agency: Department of General Services
Caption: Security Guard Services Sector 2
Contractor: Security Assurance Management, Inc. (SAM)

FINDINGS

- 1. AUTHORIZATION:** D.C. Official Code §2-354.04 and Title 27 DCMR 4718
- 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 in accordance with D.C. Official Code §2-354.04 and Title 27 DCMR 4718; *Sole Source Procurements* and under Contract Number DCAM-21-NC-SS-0002.ct . This additional twelve (12) months 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 reasonable price is Five Million, Five-Hundred and Eight Thousand, Thirteen Dollars and sixty-eight cents (\$5,508,013.68).

- 4. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:**

It is the mission of DGS to provide a safe environment 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 is to prevent a disruption in Security Guard Services and avoid potentially life-threatening situations for citizens, employees and visitor of District Government facilities located in Sector 2.

1. On October 23, 2014, the Contractor, SAM, was awarded the contract to provide Security Guard Services in Sector 2, which is comprised of various 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 a sole source contract with SAM for the period of one year 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 final procurement stage of issuing a new solicitation for security guard services within the next 30 days.
4. The incumbent that is currently providing Security Guard Services in Sector 2 is vital to the District and these 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 terms and conditions with a 3% cost increase in hourly rates. The 3% hourly rate increase is mandated by the current Collective Bargaining Agreement (CBA).
6. The current contractor is providing satisfactory services and is uniquely positioned to ensure the continuity of services.
7. A sole source contract 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 approval.

5. CERTIFICATION BY ACTING ASSOCIATE DIRECTOR OF THE PROTECTIVE SERVICES 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.

Date

Ralph W. McLean | Acting Associate Director

6. CERTIFICATION BY CONTRACTING OFFICER:

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

Franklin Austin, CPPB, CPM
Contracting Officer

7. CERTIFICATION BY CHIEF OF CONTRACTS & PROCUREMENT/CHIEF PROCUREMENT OFFICER

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 a Sole Source Contract 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. As the Chief Contracting Officer at the Department of General Services, I approve the use of the sole source procurement method for this requirement.

Date

George G. Lewis, CPPO
Chief, Contracts and Procurement |
Chief Procurement Officer