

Contracts & Procurement

**DETERMINATION AND FINDINGS  
FOR  
EMERGENCY PROCUREMENT**

**Agency:** Department of General Services (the “Department” or “DGS”)  
**Contract:** DCAM-22-NC-EM-0002  
**Caption:** Site Specific Comprehensive Janitorial and Related Supplemental Services  
**Contractor:** R&R Janitorial, Painting & Building (“R&R”)

**FINDINGS**

**1. AUTHORIZATION:**

Chapter 47 of title 27 of the DCMR Section 4719 and PPRA Sec. 405 (d); *Emergency Procurements*.

**2. MINIMUM NEED:**

The Department of General Services (DGS) has an immediate need for R&R Janitorial, Painting & Building (“R&R”) to continue providing site-specific comprehensive janitorial and related supplemental services for District owned and operated facilities, including the management, supervision, labor, materials, supplies, and equipment (except as otherwise provided) to ensure effective performance of janitorial and related services at the specified District owned and operated facilities for a period of no more than 120-days in accordance with Chapter 47 of title 27 of the DCMR Section 4719 and PPRA Sec. 405 (d); *Emergency Procurements*.

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

The estimated fair and reasonable price for Basic Services is \$454,086.72. Related Supplemental Services will be provided on an as-needed basis in accordance with the firm, fixed and fully-loaded, direct hourly labor rates described below. Supplemental and Related services will be paid on a cost reimbursable basis and shall not exceed \$10,000.00 during the 120-day emergency contract service period.

| <u>CLIN</u> | <u>SERVICE</u> | <u>UOM</u> | <u>HRLY RATE</u> |
|-------------|----------------|------------|------------------|
| 0005A       | Supervisor     | Per Hour   | \$ 32.00         |
| 0005B       | Janitor        | Per Hour   | \$ 29.00         |

**4. FACTS WHICH JUSTIFY AN EMERGENCY PROCUREMENT:**

In accordance with the D.C. Official Code §2-354.05 and 27 DCMR 4719, the purpose of this emergency contract is to prevent the unsafe and unclean workspace that would cause a threat to public health, welfare and property, and to prevent a disruption of the daily operations at specific District owned and operated facilities. It is the mission and the responsibility of the Department of General Services to provide building services for facilities owned and occupied by the District government; these responsibilities include providing comprehensive janitorial, operations, maintenance and repair services at District Government owned and occupied facilities. (D.C. Code § 10-551.01(b) (4), “The Department of General Services Establishment Act of 2011”)

The continuation of uninterrupted comprehensive janitorial and related supplemental services is required while the new solicitation for these services are procured. To prevent serious disruption in the operations of multiple District agency tenants, a maximum 120-day contract term with the current Contractor is required due to the following:

- The Department continues to work with its client agencies to strategize and develop a complete scope of services overhaul, which includes major changes to the service hours, structure and requirements. The overall redevelopment of the service level agreement is critical to the mission of improving and clearly defining the Districts service level standards, requirements and assure best value and lowest price reasonable is obtained by a Request for Proposal (“RFP”) procurement process.
- The Department and program are taking a hard look at the complete scope of services, restructuring task specific services between both standard and supplemental while not weakening the overall building safety and cleanliness standards. The scope realignment is being carefully considered and developed in a way that continues to meet tenant agency individual needs while assuring the overall cost of services is reasonable and within a realistic range of the independent government estimates.

The Contractor referenced above is uniquely capable of meeting the District’s minimum need without disruption of services at this time and the estimated cost to the District for the 120-day term is fair and reasonable based on DGS’ historical data on similar services.

Determination and Findings (“D&F”) | DCAM-22-NC-EM-0002  
Site Specific Comprehensive Janitorial and Related Supplemental Services

Page 3 of 4

A competitive procurement process is not practicable under these circumstances and a new contract could not be competitively bid and awarded in time to have a city-wide comprehensive janitorial and related supplemental service contract in place to provide services prior to the expiration of the incumbent contract. As previously stated failure to continue with services or any disruption of the daily operations would quickly create unsanitary, unhealthy and potentially life-threatening conditions for District government employees and the public.

**5. CERTIFICATION BY THE DEPUTY DIRECTOR OF FACILITIES MANAGEMENT DIVISION:**

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

12/1/2021  
Date

Donny Gonzalez  
Donny Gonzalez  
Deputy Director, Facilities Management Division

**6. CERTIFICATION BY THE CONTRACT SPECIALIST | CONTRACTS & PROCUREMENT DIVISION:**

I have reviewed the above findings and certify that they are sufficient to justify the use of the emergency procurement method to award the captioned contract to R&R Janitorial, Painting & Building (“R&R”). In addition, please be advised that the Department’s notice of the captioned emergency contract must be posted on the Department’s website no more than seven (7) days after the contract is awarded. Given the foregoing, I recommend that the Department of General Services’ Chief Contracting Officer approve the use of the emergency procurement method for this proposed procurement action.

12/1/2021  
Date

Domonique L. Banks  
Domonique L. Banks  
Supervisory Contract Specialist


Determination and Findings (“D&F”) | DCAM-22-NC-EM-0002  
Site Specific Comprehensive Janitorial and Related Supplemental Services

Page 4 of 4

**DETERMINATION**

I have reviewed the above findings and certify that they are sufficient to justify the use of the emergency procurement method under the cited authority. I certify that the emergency procurement notice of contract award will be published in accordance with Section 405(f) of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Official Code §2-354.05). In conclusion, the Department of General Services (“DGS”), Chief Procurement Officer hereby approves the use of the Emergency Procurement method as the only viable method of procurement to provide site specific comprehensive janitorial and related supplemental services.

12/1/2021 \_\_\_\_\_  
**Date**

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