

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

Agency: Department of General Services
User Agency: Department of General Services
Facilities Management and Capital Construction
Divisions
Caption: Roof Management Services and Design,
Construction Management and Construction Quality
Assurance
Contract No.: DCAM-23-CS-SS-0020
Contractor (proposed): Lightbox-Bluefin

FINDINGS

1. AUTHORIZATION:

D.C. Code Section 2-354.04 and DCMR 47, Section 4718.

2. MINIMUM NEED:

The Department of General Services Facilities Management and Capital Construction Divisions have an immediate need to complete roof management services including surveys, leak response, design assistance, construction management, and construction quality assurance for DGS’ portfolio of buildings.

3. ESTIMATED FAIR AND REASONABLE PRICE:

The estimated fair and reasonable price to provide the required services is \$920,000.

4. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:

Lightbox-Bluefin (Contractor), a joint venture consisting of Lightbox Energy LLC, a certified small business enterprise and Bluefin, LLC, has provided roof asset management and energy consulting services to DGS since 2010. Services provided for the roofing programs include maintaining an online roofing assets management tool, operation and assessment, preventative maintenance, design, quality assurance and construction monitoring administration for over 400 facilities and over 12.5 million square feet of roofs throughout the District. Lightbox-Bluefin also supports the Department’s city-wide leak response call center.

The Contractor’s historical knowledge of the District’s facilities and roof systems affords the Contractor unique experience not available through other vendors. This unique experience will ensure that projects in progress as well as new projects to be completed

maintain the necessary continuity in service delivery to ensure the required roofing related services across DGSs portfolio (Attachment 1) are completed on time and with highest quality. The Scope of Work is provided in Attachment 2. Similarly, Lightbox-Bluefin's staff maintains an unmatched level of knowledge and familiarity with the Department's portfolio including the appropriate certifications and training required to deliver the Department's requirements successfully along with a relationship with many of the roofing manufacturers.

Lightbox-Bluefin owns a proprietary software program and database, "Perform", that stores the roof asset data collected across the DGS portfolio of buildings. The use of and continued maintenance and updates to this data is essential for the Department's short and long-term success with its roof management services. In addition, the Contractor provides a Leak Response Call Center ("Call Center") 24 hours a day, seven days a week. The Call Center, once notified of the emergency roof situation, integrates the remaining services needed to address the situation quickly and efficiently.

Lightbox-Bluefin is the only company with the experience, expertise, historical and programmatic knowledge coupled with the technology to meet the Department's immediate needs.

**5. CERTIFICATION BY THE DEPARTMENT OF GENERAL SERVICES
OPERATION MANAGER OF CAPITAL CONSTRUCTION DIVISION:**

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

Cassidy Mullen _____ Date
Operations Manager
Capital Construction Division
Department of General Services

**6. CERTIFICATION BY THE DEPARTMENT OF GENERAL SERVICES
DEPUTY DIRECTOR CAPITAL CONSTRUCTION:**

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

Gbolahan Williams _____ Date
Interim Deputy Director
Capital Construction Division
Department of General Services

**7. CERTIFICATION BY THE DEPARTMENT OF GENERAL SERVICES
CONTRACT SPECIALIST:**

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 procurement action was published in accordance with 27 DCMR 4718 and that no response was received. I recommend that the Department of General Services Chief Contracting Officer approve the use of the sole source procurement method for this proposed procurement action.

James H. Marshall
Senior Contract Specialist
Department of General Services

Date

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

George G. Lewis, CPPO
Chief Contracts and Procurement and
Chief Contracting Officer
Department of General Services

Date