

**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF GENERAL SERVICES**



**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENT**

**Agency:** Department of General Services  
**Contract No:** DCAM-24-CS-SS-0004  
**Caption:** Architectural and Engineering Services for New Jersey and O Street Park

**Proposed Contractor:** Bradley Site Design (“BSD”)

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Code Section 2-354.04 and 27 DCMR § 4718.

**2. MINIMUM NEED:**

The Department of General Services (“DGS” or the “Department”) is seeking to engage an Architect/Engineer to complete architectural and engineering design services for the renovation of the existing New Jersey and O Street Park (the “Project”). The renovation will generally include, but not be limited to, demolition of several existing elements and the construction of new fixtures, including benches, tables, permeable pavers, Americans with Disabilities Act (“ADA”) improvements, fencing, plantings, lighting, and signage.

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

The estimated fair and reasonable price to provide the required design and construction services to complete the Project is **\$50,000.00 (Attachment 1)**. The Department received a proposal from Bradley Site Design (“BSD”) to perform the work for **\$47,260.00 (Attachment 2)**.

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

Bradley Site Design (“BSD”) was awarded contract no. DCAM-21-CS-SP-0023 on January 12, 2020, which is the original contract for the Project. The scope of work for the Project under that contract included site design and permit drawings for the park’s construction. The proposed sole source contract, DCAM-24-CS-SS-0004, addresses

essential tasks that were not completed before the end date of the original contract and subsequent modifications.

BSD has been diligently executing the Project scope since being awarded the original contract. However, the Department's Capital Construction Services Division ("CCSD") now requires the new proposed sole source contract for the following reasons:

- a) **Funding Constraints:** The original contract could not be modified due to funding constraints stipulated by the Memorandum of Understanding ("MOU") with the National Park Service.
- b) **Construction Administration Services:** BSD will provide construction administration services related to their completed design. With the procurement of the general contractor for construction now complete, BSD, as the Architect of Record, must continue to oversee construction and provide civil engineering services required by regulatory agencies per its agreement with the Department.

Given the critical need to complete the remaining work on this Project, CCSD recommends executing a sole source procurement with BSD as soon as possible.

**5. CERTIFICATION BY THE DEPUTY DIRECTOR OF CAPITAL CONSTRUCTION SERVICES:**

I hereby certify that the above findings are correct and complete.

\_\_\_\_\_  
**Ella Faulkner**  
Deputy Director  
Capital Construction Division

\_\_\_\_\_  
Date

**6. CERTIFICATION BY CONTRACTING OFFICER:**

I reviewed the above findings and certify that they are sufficient to justify the use of the single available 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, Director/Chief Contracting Officer approve the use of the sole source procurement method for this procurement action.

\_\_\_\_\_  
**Eric Njonjo**  
Deputy Chief Procurement Officer

\_\_\_\_\_  
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  
Chief Contracting Officer

\_\_\_\_\_  
Date