

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF GENERAL SERVICES



Contracts & Procurement

**DETERMINATION AND FINDINGS  
FOR AN  
EMERGENCY PROCUREMENT**

**CAPTION:** Consolidated Maintenance Services at Cardozo High School  
**AGENCY:** Department of General Services (DGS)  
**CONTRACTOR:** RWD Consulting LLC (“RWD”)

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Official Code §2-354.05 and 27 DCMR 4719

**2. MINIMUM NEED:**

The District of Columbia, Department of General Services (“**Department**” or “**DGS**”), Facilities Management Division has an urgent need for RWD Consulting, LLC (“**Contractor**”) to continue providing Consolidated Maintenance Services to Cardozo High School for a temporary emergency period not to exceed 120-days.

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

The estimated fair and reasonable price for 120-day emergency contract is Two Hundred Ninety-Three Thousand Seven Hundred Ninety-Nine Dollars and ninety-six cents (\$293,799.96) for basic services; plus a total not-to-exceed amount of Seventy-Five Thousand Dollars (\$75,000.00) for cost reimbursement.

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

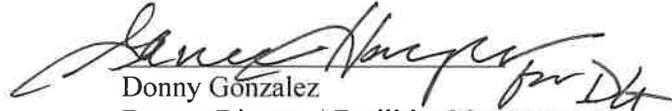
In accordance with the D.C. Official Code §2-354.05 and 27 DCMR 4719, the purpose of this emergency procurement is to prevent an imminent threat to health, welfare, property and safety; and to prevent serious disruption in agency operations. It is the mission of DGS to provide first rate maintenance at District government facilities, including schools; in this case, Cardozo High School. Due to the safety of children and personnel, these services require uninterrupted service. RWD Consulting, LLC is the only vendor who can meet the District’s minimum need without disruption of services at this time.

These services are needed while a new solicitation is procured. To prevent serious disruption in agency operations, a 120-day emergency contract with the current Contractor is required due to changes in scope for the new solicitation. The estimated cost to the District for this temporary emergency period is fair and reasonable based on DGS’ historical data on similar services.

**5. CERTIFICATION BY THE FACILITIES DEPUTY DIRECTOR:**

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

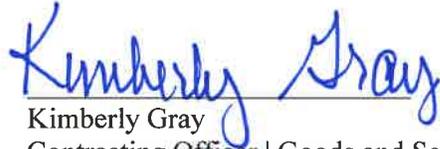
3/29/19  
Date

  
Donny González  
Deputy Director | Facilities Management

**6. CERTIFICATION BY THE SUPERVISOR | CONTRACTING OFFICER OF GOODS AND SERVICES:**

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 award to **RWD Consulting, LLC**. 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.

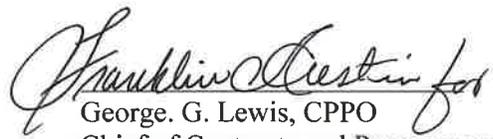
3/29/19  
Date

  
Kimberly Gray  
Contracting Officer | Goods and Services

**7. CERTIFICATION BY THE CONTRACTS AND PROCUREMENT ASSOCIATE DIRECTOR | CHIEF CONTRACTING OFFICER:**

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 Contracting Officer approves the use of the Emergency Procurement method as the only viable method of procurement to prevent serious disruption in the Department's Consolidated Maintenance Services at Cardozo High School.

3/29/2019  
Date

  
George. G. Lewis, CPPO  
Chief of Contracts and Procurement