

**DETERMINATION & FINDINGS  
FOR  
EMERGENCY PROCUREMENT**

**AGENCY:** Department of General Services

**CONTRACT NO.:** DCAM-23-NC-EM-0018

**CAPTION:** Consolidated Maintenance (“CM”) Services at Coolidge High School

**CONTRACTOR:** Spectrum Management LLC

**FINDINGS**

**1. AUTHORIZATION:**

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

**2. MINIMUM NEED:**

The Government of the District of Columbia, acting by and through its Department of General Services (the “Department” or “DGS”) has an urgent need for Spectrum Management LLC (the “Contractor” or “Spectrum”) to continue providing Consolidated Maintenance Services at Coolidge High School for a temporary emergency period not to exceed 120-days. This additional time will assure the avoidance of any disruption to critical facility operation services during the impending period while a new solicitation for these services is procured following scope changes.

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

The estimated fair and reasonable price for 120-day emergency contract is Three Hundred Seven Thousand, Eight Hundred Forty-six Dollars and eighteen cents (\$307,846.18 for basic services plus, a total not-to-exceed amount of Two-Hundred and Fifty Thousand Dollars (\$250,000.00) for cost reimbursement for a Total Not-to-Exceed amount of Five Hundred Fifty-seven Thousand, Eight Hundred Forty-six Dollars and eighteen cents (\$557,846.18).

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

It is the mission of DGS to provide first rate maintenance at District government facilities, including schools, and to ensure a safe environment for the citizens, employees and visitors of the District of Columbia. The purpose of this emergency procurement is to

prevent an imminent threat to health, welfare, property and safety and serious disruption in agency operations to Coolidge High School, a District of Columbia Public School. Due to the safety of children and personnel, these services require uninterrupted service.

1. The Department has determined that it is in the best interest of the District to continue services with the incumbent, Spectrum Management, LLC, under a temporary emergency contract, and is the only vendor who can meet the District’s minimum need without disruption of services at this time.
2. The Department is in the process of finalizing a new solicitation with the intent to issue within the next 120-day period.
3. The current contractor is providing satisfactory services and is uniquely positioned to ensure continuity of services.
4. The estimated cost to the District for this temporary emergency period is fair and reasonable based on DGS’ historical data on similar services.
5. An emergency procurement is the most advantageous method to minimize disruption to overall facility operations; it ensures a continuation of service while the District prepares and finalizes a solicitation for competition and awards a Contract.

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

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. Moreover, I understand that making a false statement is punishable by criminal penalties pursuant to D.C. Official Code § 22-2405 et sq. (2001). I understand that any information I give may be investigated as allowed by law or regulation.

December 28, 2022  
Date

*Donny Gonzalez*  
Donny Gonzalez  
Deputy Director | Facilities Management

**6. CERTIFICATION BY THE SUPERVISOR AND CONTRACTING OFFICER:**

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 **Spectrum Management, 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.




December 28, 2022  
Date

*Domonique L. Banks*  
Domonique Banks  
Supervisory Contract Specialist  
Contracting Officer

**7. CERTIFICATION BY THE CHIEF OF CONTRACTS AND PROCUREMENT:**

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 Coolidge High School.

December 28, 2022  
Date

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