

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



**DETERMINATION AND FINDINGS
FOR
EMERGENCY PROCUREMENT**

Purchasing Agency: Department of General Services
User Agency: District of Columbia Public Schools
Caption: Emergency Lock Installation at Thomson Elementary School
Contractor: Washington Door & Hardware.

FINDINGS

1. AUTHORIZATION:

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

2. MINIMUM NEED:

The Department of General Services (the “Department” or “DGS”) has an immediate need to engage the services of Washington Door & Hardware (“Contract”) for Thomson Elementary School Emergency Lock Installation located at 1200 L Street NW in Ward 2, Washington, DC 20005.

3. ESTIMATED FAIR AND REASONABLE PRICE:

The estimated fair and reasonable price to provide the work for Emergency Lock Installation at Thomson Elementary School is **\$20,000.00**.

4. FACTS THAT JUSTIFY AN EMERGENCY PROCUREMENT:

DGS, as an agency of the District of Columbia government, is responsible for constructing, sustaining, and maintaining all D.C. Public Schools (“DCPS”) facilities. This contract is to provide Emergency Lock Installation at Thomson Elementary School.

Most of the classrooms have no ability to lock from the inside. This creates a serious security risk, as, during a building emergency, teachers will have no ability to secure their rooms from an intruder. This issue was raised at a recent walkthrough with the Ward 2 Councilmember and City Administrator.

The scope of the Project generally includes and the Contractor shall provide the following:

1. Schlage Mortise Thumb turns for Exit Devices.
2. L9453 Mortise Lock with Escution.
3. Thumb turns for Morise Locks.
4. Armor Fronts.
5. Spring Cage added to an existing handle.
6. L9453 Mortise Lock Bodies.

The door locks and key cylinder have a long lead time after the order is placed.

There is a security issue that must be completed by the school opening on August 28, 2023. Time is of the essence.

Washington Door & Hardware had performed previous surveys and addressed the door hardware issues at various DCPS Schools.

Washington Door & Hardware is a CBE firm and was selected to expedite this work.

5. CERTIFICATION BY THE DEPUTY DIRECTOR OF CAPITAL CONSTRUCTION DIVISION:

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

Date

Gbolahan Williams
Deputy Director | Capital Construction Division

6. CERTIFICATION BY THE 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 Washington Door and Hardware. 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.

Date

Peter Ghogomu
Contracting Officer

7. CERTIFICATION BY THE CHIEF OF CONTRACTS AND PROCUREMENT

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), Deputy Chief Procurement Officer approves the use of the Emergency Procurement method as the only viable method of procurement for the Lock Installation at Thomson Elementary School.

Date

Eric Njonjo,
Deputy Chief Procurement Officer
Contracts and Procurement