

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



Contracts & Procurement

**DETERMINATION AND FINDINGS
FOR
EMERGENCY PROCUREMENT**

Agency: Department of General Services (the “Department” or “DGS”)

Caption: COMPREHENSIVE JANITORIAL SERVICES
FOR THE METROPOLITAN POLICE DEPARTMENT (“MPD”) & FIRE AND
EMERGENCY MEDICAL SERVICE (FEMS)

Contractor: Superior Service and Associates, Inc.

FINDINGS

1. AUTHORIZATION:

Chapter 47 of title 27 of the DCMR Section 4719 and PPRA Sec. 405 (d); *Emergency Procurements*.

2. MINIMUM NEED:

The Department of General Services (DGS) has an immediate need for Superior Service and Associates, Inc. (Superior) to continue providing comprehensive janitorial services including the management, supervision, labor, materials, supplies, and equipment (except as otherwise provided) to successfully and effectively provide janitorial and related supplemental services ensuring a clean, safe, and well maintained facility for a period not to exceed 90-days in accordance with Chapter 47 of title 27 of the DCMR Section 4719 and PPRA Sec. 405 (d); *Emergency Procurements*.

3. ESTIMATED FAIR AND REASONABLE PRICE:

The estimated fair and reasonable price is \$805,875.00

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 contract is to prevent the unsafe and unclean workspace that may cause a threat to public health, welfare and property, and to prevent a disruption of the daily operations at various Metropolitan Police and Fire, Emergency & Medical facilities. It is the mission and the responsibility of the Department of General Services to provide

building services for facilities owned and occupied by the District government; these responsibilities include providing comprehensive janitorial services at District Government owned and occupied facilities. (D.C. Code § 10-551.01(b) (4), *The Department of General Services Establishment Act of 2011*.)

The continuation of uninterrupted comprehensive janitorial services is required while the new solicitation for these services are procured and awarded. To prevent serious disruption in the operations of multiple MPD and FEMS locations, a maximum 90-day contract extension with the current Contractor is required due to the following:

- Major change in scope of services issued under the new solicitation in an effort to improve and clearly define the Districts service level standards.

The Contractor referenced above is the only vendor who can meet the District's minimum need without disruption of services at this time and the estimated cost to the District for the 90-day extension is fair and reasonable based on DGS' historical data on similar services. The competitive procurement process is under way; however, the evaluation and award determination could not be completed in time to have the comprehensive janitorial services contract in place prior to the expiration of the incumbent contract. As previously stated failure to continue with services or any disruption of the daily operations would quickly create unsanitary, unhealthy and potentially life threatening conditions for District government employees and the public.

5. CERTIFICATION BY THE DEPUTY DIRECTOR OF FACILITIES MANAGEMENT DIVISION:

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

1/11/18
Date



Brian Killian
Supervisor, Safety & Occupational Health
Specialist

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 Superior Service and Associates, Inc. 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.

1/11/2018
Date



Kimberly Gray
Contracting Officer | Goods & Services

7. CERTIFICATION AND DETERMINATION BY THE 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) 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 Comprehensive Janitorial Services for Metropolitan Police and Fire, Emergency & Medical facilities.

Date

11/11/18

George G. Lewis, CPP0
Chief Contracting Officer