

**DETERMINATION AND FINDINGS FOR A  
SOLE SOURCE PROCUREMENT**

**Agency:** Department of General Services (the “Department” or “DGS”)  
**Caption:** Department of Human Services (“DHS”) Hypothermia Security Services  
**Contract No.:** DCAM-23-NC-SS-0004  
**Contractor:** U-Street Parking, Inc. (“USP” or “Contractor”)

**FINDINGS**

**1. AUTHORIZATION:**

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

**2. MINIMUM NEED:**

The Department of General Services (“DGS” or the “Department”), on behalf of Protective Services Division (“PSD”), has an immediate need for U-Street Parking, Inc (“USP” or “Contractor”) to provide Security Guard Services at the DHS CCNV Hypothermia Site in order to avoid a disruption of services and ensure a safe environment for the citizens, employees and visitors of the District Government facility while a new solicitation for these services is procured following major scope changes.

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

The estimated fair and reasonable price for the Contract is in accordance with the Contractor’s firm, fixed and fully loaded, direct hourly rates. The Total Not-To-Exceed Contract Value is \$950,000.00.

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

It is the mission of DGS to provide a safe environment and protection against internal and external threats to citizens, employees and visitors of District Government facilities and to ensure a safe environment for the citizens, employees and visitors of the District of Columbia. The purpose of this sole source contract is to prevent a disruption in Security Guard Services and avoid potentially life-threatening situations for citizens, employees

and visitors of the DHS CCNV Hypothermia Shelter located at 425 2nd Street NW Washington, DC 20004.

1. The Contractor listed above has the capacity and is cable of meeting requirements to provide security guard personnel services at the DHS CCNV Hypothermia Shelter.
2. A competitive procurement process is not practicable under the current circumstances with the urgent need for security in support of unforeseen potential disruptions or altercations.
3. The Department has determined that it is in the best interest of the District to extend a sole source contract with USP on an emergency basis for the period of November 13, 2022 through April 18, 2023.
4. The Department is in the final procurement stage of issuing a new solicitation for security guard services within the next 30 days.
5. The current contractor is providing satisfactory services and is uniquely positioned to ensure the continuity of services.
6. A sole source contract is the most advantageous method to avoid a life threatening situation and disruption services; it ensures a continuation of service while the District prepares and finalizes a solicitation for competition and award a multiple year contract upon Council approval.

**5. CERTIFICATION BY THE ASSOCIATE DIRECTOR, PROTECTIVE SERVICES DIVISION:**

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 to the best of my knowledge and belief.

**Date**

\_\_\_\_\_  
**Larry Priester**  
Associate Director, Protective Services Division

**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 sole source method of procurement under the cited authority. I certify that



the notice of intent to award a sole-source contract was published in accordance with 27 DCMR 1304 and that no response was received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

**Date**

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**Domonique L. Banks**  
Contracting Office, Supervisory Contract Specialist

### **DETERMINATION**

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the sole source notice of Intent to Award a Sole Source Contract was published in accordance with Section 404(c) of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Official Code §2-354.04) and that no response was received. As the Chief Contracting Officer at the Department of General Services, I approve the use of the sole source procurement method for this requirement.

**Date**

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**George G. Lewis, CPPO**  
Chief Procurement Officer  
Chief of Contracts & Procurement

