

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



Contracts & Procurement

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

CAPTION: Consolidated Maintenance Services at One Judiciary Square Building

AGENCY: Department of General Services

CONTRACTOR: Spectrum Management LLC (“Spectrum”)

FINDINGS

1. AUTHORIZATION:

D.C. Official Code §2-354.04, 27 DCMR 1304 and 27 DCMR 4718

2. MINIMUM NEED:

The District of Columbia, Department of General Services (“Department” or “DGS”) on behalf of the Facilities Management Division has an urgent need for Spectrum Management LLC (“Spectrum” or “Contractor”) to continue providing Consolidated Maintenance Services to One Judiciary Square Building (“OJS Building”) for a period not to exceed three (3) months or until the Department awards a new contract, whichever comes first. 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 significant scope changes.

3. ESTIMATED FAIR AND REASONABLE PRICE:

The estimated fair and reasonable price for the three (3) months sole source procurement is Eight Hundred Twenty-Two Thousand Two Hundred Thirty-Seven Dollars and twelve cents (\$822,237.12) for Basic Services, and One Hundred Seventy-Five Thousand Dollars and zero cents (\$175,000.00) for cost reimbursement, for a Total Not-to-Exceed amount of Nine Hundred Ninety-Seven Thousand Two Hundred Thirty-Seven Dollars and twelve cents (\$997,237.12).

4. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:

It is the mission of DGS to provide first rate maintenance at 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 procurement is to prevent an imminent threat to health, welfare, property and safety and serious disruption in agency operations to the OJS Building.

1. The Department has determined that it is in the best interest of the District to continue services with the incumbent, Spectrum from March 1, 2020 through May 31, 2020, 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 conducting significant scope changes to the upcoming solicitation. It is the intent of the Department to issue a new solicitation within the next 30 days upon confirmation of funding.
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 sole source procurement is fair and reasonable based on DGS' historical data on similar services.
5. A sole source 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 multiple year contract upon Council approval.

5. CERTIFICATION BY THE FACILITIES DEPUTY DIRECTOR:

I have reviewed the above findings and certify to the best of my knowledge and belief, all 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

Donny Gonzalez
Deputy Director | Facilities Management

6. CERTIFICATION BY THE CONTRACTING OFFICER:

I have reviewed the above findings and certify to the best of my knowledge and belief, all 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

Kimberly Gray
Contracting Officer | Goods and Services

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 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 of Contracts and Procurement at the Department of General Services, I approve the use of the sole source procurement method for this requirement.

Date

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