

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF GENERAL SERVICES



**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENT**

**Purchasing Agency:** Department of General Services  
**User Agency:** Capital Construction Division  
**Caption:** Window Replacement Neval Thomas Elementary School  
**Proposed Contractor:** H.E.P. Construction Inc.

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Code Section 2-354.04 and DCMR 47, Section 4718.

**2. MINIMUM NEED:**

The Department of General Services has an immediate need to accelerate the window installation at Neval Thomas Elementary School.

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

The estimated fair and reasonable price to provide the additional required HVAC services is approximately **\$61,800.00**.

**4. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:**

The Department of General Services (“DGS”) is an independent agency of the District of Columbia government. DGS is responsible for constructing, preserving, and maintaining all DC Public Schools (“DCPS”) facilities.

The window replacement project is scheduled to be completed over the summer of 2019 while school is not in session. In June 2019, it was determined that the window caulking contains asbestos. Consequently, DGS executed a task order with an abatement contractor on July 2, 2019. Due to the remediation of this unforeseen condition, it is necessary to accelerate the window installation contractor in order to complete the window installation by **September 30, 2019**.

In addition, the installation is being re-sequenced in order to meet the schools Readiness priorities.

Based on the above facts, it is in the best interest of the District to authorize H.E.P. Construction Inc. to provide window installation at Neval Thomas Elementary School.

**5. CERTIFICATION BY THE DEPUTY DIRECTOR OF CAPITAL CONSTRUCTION SERVICES:**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Paul Blackman  
Deputy Director  
Capital Construction Services

**6. CERTIFICATION BY THE CONTRACT SPECIALIST:**

I have reviewed the above findings and certify that they are sufficient to justify the use of the single available source method of procurement under the cited authority. I certify that the notice of intent to award a sole source procurement action was published in accordance with 27 DCMR 4718 and that no response was received. I recommend that the Department of General Services, Associate Director/ Chief Contracting Officer approve the use of the sole source procurement method for this proposed procurement action.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ivan Thomas  
Contract Specialist

**DETERMINATION**

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

\_\_\_\_\_  
Date

\_\_\_\_\_  
George G. Lewis, CPPO  
Associate Director/Chief Contracting Officer

