

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:** Architectural Services for Marie Reed Elementary School  
Marquee Sign  
**Proposed Contractor:** Quinn Evans Architects

**FINDINGS**

**1. AUTHORIZATION:**

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

**2. MINIMUM NEED:**

The Department of General Services (DGS) has an immediate need to engage the services of Quinn Evans Architect for the Redesign Services required for the Marie Reed Elementary School Marquee Sign.

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

The estimated fair and reasonable price to provide redesign of the Marie Reed Digital Marquee Sign is approximately **\$9,660.00**

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

The justification of the sole source is QEA will rework their earlier design to be consistent with the evolving DCPS Digital Marquee Guidelines. To support and improve upon the traditional letter-box messaging function, QEA will research and work with LED suppliers to locate and possibly develop a LED based letter box inserts. DC HPO has asked that the function of this insert be limited to simple 1-3 color digital text messages. The goal is to provide a readily edited message board that matches the relatively reserved character of the traditional letter box

**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

\_\_\_\_\_  
Franklin Austin  
Contracting Officer