

Contracts & Procurement

DETERMINATION AND FINDINGS FOR EMERGENCY PROCUREMENT

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

Contract(s): DCAM-20-NC-EM-0105

Caption: Fabrication of Acrylic Sneeze Guards for COVID Readiness in response to the SARS-CoV-2 (COVID-19) Coronavirus-19 Pandemic

Contractor(s): H.E.P Construction, 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 the aforementioned Contractor to provide 1000 1/4” acrylic sneeze guards to the Department of General Services (“DGS”) for DC residents and staff to promote COVID Readiness at voting sites related to **SARS-CoV-2 (COVID-19) Coronavirus-19 Pandemic**. Services shall be carried out for a period of no more than 26-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 for the aforementioned Contract (DCAM-20-NC-EM-0105) is an aggregate Not-To-Exceed Contract Value of \$243,000.00. Services will be provided on an emergency basis in accordance with the Contractor’s quote.

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 provide 1000 ¼" acrylic sneeze guards to the Department of General Services ("DGS") for DC residents and staff to promote COVID Readiness at voting sites related to SARS-CoV-2 (COVID-19) Coronavirus-19 Pandemic. It is the mission and the responsibility of the Department of General Services to ensure clean and safe facilities for DC residents and staff.

On March 11, 2020 Mayor Muriel Bowser declared a state of emergency pursuant to D.C. Code § 7-2304. Issuance of emergency executive order; contents; actions of Mayor in response to the World Health Organization's (WHO) declaration of the imminent threat and spread of SARS-CoV-2 (COVID-19) Coronavirus-19 as a world-wide Pandemic. The Department of General Services is responsible for the operations, maintenance and repair, including comprehensive janitorial and sanitation services for more than 36,000,000 gross square feet in owned or operated facilities across the District of Columbia.

The Contractor will be tasked with *providing 1000 ¼" acrylic sneeze guards to the Department of General Services ("DGS") for DC residents and staff to promote COVID Readiness at voting sites related to SARS-CoV-2 (COVID-19) Coronavirus-19 Pandemic.*

A competitive procurement process is not practicable under the current circumstances of the local and national State of Emergency. As previously stated, failure to immediately proceed with metal barriers and windows to ward off intruders is a potentially life-threatening risk to the health and safety of the District of Columbia population through the increase transmissibility and spread of SARS-CoV-2 (COVID-19) Coronavirus-19 disease.

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**CERTIFICATION BY THE DEPUTY DIRECTOR OF FACILITIES MANAGEMENT
DIVISION:**

I hereby certify all of my statements herein are true, correct and complete and that the information given herein is accurate to the best of my knowledge and belief.

08/31/2020

Date

Donny Gonzalez

Donny Gonzalez

Deputy Director, Facilities Management Division

**5. CERTIFICATION BY THE CONTRACTING OFFICER | CONTRACTS &
PROCUREMENT DIVISION:**

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 to the aforementioned Contractor. In addition, please be advised that the Department's notice of the captioned emergency contracts 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.

08/31/2020

Date

Franklin Austin

Franklin Austin, CPPB, CPM

Contracts and Procurement | Contracting Officer

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DETERMINATION

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 awards 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”), Chief Procurement Officer hereby approves the use of the Emergency Procurement method as the only viable method of procurement to provide 1000 ¼” acrylic sneeze guards to the Department of General Services (“DGS”) for DC residents and staff to promote COVID Readiness at voting sites related to **SARS-CoV-2 (COVID-19) Coronavirus-19 Pandemic**.

08/31/2020

Date



George G. Lewis, CPPO

George G. Lewis, CPPO

Chief of Contracts & Procurement
Chief Procurement Officer