

**DETERMINATION AND FINDINGS  
FOR  
EMERGENCY PROCUREMENT**

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

**Caption:** Consolidated Maintenance Services for the Department of Human Services (“DHS”) Short-Term Family Housing

**Contract:** DCAM-23-NC-EM-0024

**Contractors:** MBB Affiliates

**INDINGS**

**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 comprehensive, consolidated maintenance services including facility Operations, maintenance, and repair services (OM&R) for the District’s newly constructed Short-Term Family Housing facility in Ward 1 including the management, supervision, labor, materials, supplies, and equipment, storage vehicles to ensure effective performance at the Short-Term Facility at Ward 1. Services shall be carried out for a period of no more than 120-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 Basic Services is \$141,600.00. Related Supplemental Services will be provided on an as-needed basis in accordance with the firm, fixed and fully-loaded, direct hourly labor rates described below. Supplemental and Related services will be paid on a cost reimbursable basis and shall not exceed \$75,000 during the 120-day emergency contract service period.

CLIN	SERVICE	UOM	HRLY RATE
0001	Basic Services	MTHLY	\$ 35,400
0003	Supplemental Services	EA	\$ 75,000

**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 prevent the unsafe and unclean workspace that would cause a threat to public health, welfare, and property, and to prevent a disruption of the daily operations at short-term family housing at Ward 1. It is the mission and the responsibility of the Department of General Services to provide building services for facilities owned and occupied by the District government; these responsibilities include providing landscaping, operations, maintenance at Short-Term family housing. (D.C. Code § 10-551.01(b) (4), “The Department of General Services Establishment Act of 2011”).

The Department goal is to prevent, to the greatest extent possible, any future issues of consolidated maintenance through regular upkeep, as well as to be able to respond quickly to abate any maintenance problems as soon as possible after they arise. With severe low in temperatures and the inclement weather season is approaching the capacity and responsiveness of smaller Contractor providing services has become an issue. This has become an issue as we address an influx of emergency repairs. The Contractor listed above have the capacity and are cable of meeting requirements to prevent unsafe environments and ensuring staff, workspaces and living quarters, homeless shelters, Municipal buildings and visiting areas at all Citywide locations are occupied in habitable environment.

A competitive procurement process is not practicable under the current circumstances with the threat of temperatures decreasing well above manageable ranges and creating increased threats of hyperthermia environments. The Department has a number of active contracts and Contractor tasked to respond to rapidly increasing work order maintenance and repair services; however, prolonged inclement weather will affect contractor response times and diminishing contract capacity thus the emergency contract efforts are required to sustain building operations and ensure safe environments across city buildings.

**5. CERTIFICATION BY THE DEPUTY DIRECTOR OF FACILITIES MANAGEMENT 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. Moreover, I understand that making a false statement is punishable by criminal penalties pursuant to D.C. Official Code § 22-2405 et sq. (2001). I understand that any information I give may be investigated as allowed by law or regulation.

01/27/2023  
Date

  
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Donny Gonzalez  
Deputy Director, Facilities Management 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 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 Procurement Officer approve the use of the emergency procurement method for this proposed procurement action.

01/27/2023

**Date**

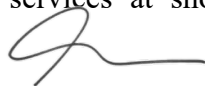
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**Domonique L. Banks**  
Contracting Officer, Supervisory Contract Specialist

**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 award 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, as the Department of General Services’ (“DGS”), Chief Procurement Officer I hereby approve the use of the Emergency Procurement method as the only viable method of procurement to provide emergency consolidated maintenance services at short-term family housing.

January 27, 2023

**Date**

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

