

Contracts & Procurement

**DETERMINATION AND FINDINGS FOR
EMERGENCY PROCUREMENT**

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

Contract(s): DCAM-20-NC-EM-0053

Caption: Marketing Services for Exterior and Interior Signage related to SARSCoV-2 (COVID-19) Coronavirus-19 Pandemic

Contractor(s): DHM Media Group, LLC

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 Marketing Services to the Department of General Services (“DGS”) to complete signage for DC residents and staff to raise awareness related to SARS-CoV-2 (COVID-19) Coronavirus-19 Pandemic including the management, supervision, labor, materials, supplies, and equipment to ensure effective performance at various District owned and or operated facilities, including but may not be limited to, municipal buildings, schools, recreation centers, senior wellness centers, shelters and any other such property determined to be at risk. 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 the aforementioned Contract (DCAM-20-NC-EM-0053) is an aggregate Not-To-Exceed Contract Value of \$16,450.00.

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 specific District owned and operated facilities. 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 comprehensive janitorial, operations, maintenance and repair services at District Government owned and occupied facilities. (D.C. Code § 10-551.01(b) (4), “The Department of General Services Establishment Act of 2011”)

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 Contractors will be tasked with providing *Marketing Services to the Department of General Services (“DGS”) to complete signage for DC residents and staff to raise awareness related to SARS-CoV-2 (COVID-19) Coronavirus-19 Pandemic* for Department of General Services. The Contractor shall have the capabilities to respond and deploy on and emergency basis.

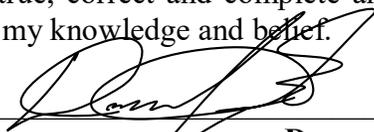
A competitive procurement process is not practicable under the current circumstances of the local and national State of Emergency. As previously stated failure to immediately proceed with HAZMAT environmental sterilization of facilities is a potentially life-threatening risk to the health and safety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

**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.

04/28/2020

Date



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 contracts to the aforementioned Contractors. 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 class emergency procurement method for this proposed procurement action.

04/28/2020

Date



Franklin Austin, CPPB, CPM

Contracts and Procurement | Contracting Officer

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 class 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 marketing services to the Department of General Services (“DGS”) to complete signage for DC residents and staff to raise awareness related to SARS-CoV-2 (COVID-19) Coronavirus-19 Pandemic.

04/28/2020

Date



George G. Lewis, CPPO

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