

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



Contracts & Procurement

**DETERMINATION AND FINDINGS
FOR AN
EMERGENCY PROCUREMENT**

CAPTION: Consolidated Maintenance Services at Cardozo High School

AGENCY: Department of General Services

CONTRACTOR: RWD Consulting LLC

FINDINGS

1. AUTHORIZATION:

D.C. Official Code §2-354.05 and 27 DCMR 4719

2. MINIMUM NEED:

The District of Columbia's Department of General Services ("Department" or "DGS") Facilities Management Division has an urgent need for RWD Consulting, LLC ("RWD" or "Contractor") to continue providing Consolidated Maintenance Services to Cardozo High School for a temporary emergency period not to exceed 120-days.

3. ESTIMATED FAIR AND REASONABLE PRICE:

The estimated fair and reasonable price for 120-day emergency contract is Seventy-Six Thousand Four Hundred Ninety-Two Dollars and thirty-six cents (\$76,492.36) for basic services plus, a total not-to-exceed amount of Seventy-Five Thousand Dollars (\$75,000.00) for cost reimbursement for a total NTE amount of One Hundred Fifty-One Thousand Four Hundred Ninety-Two Dollars and thirty-six cents (\$151,492.36).

4. FACTS WHICH JUSTIFY AN EMERGENCY PROCUREMENT:

It is the mission of DGS to provide first rate maintenance at District government facilities, including schools, and to ensure a safe environment for the citizens, employees and visitors of the District of Columbia. The purpose of this emergency procurement is to prevent an imminent threat to health, welfare, property and safety and serious disruption in agency operations to Cardozo High School, a District of Columbia Public School. Due to the safety of children and personnel, these services require uninterrupted service.

1. The Department has determined that it is in the best interest of the District to continue services with the incumbent, RWD Consulting, LLC, under a temporary

emergency contract, and is the only vendor who can meet the District's minimum need without disruption of services at this time.

2. The Department is in the process of conducting scope changes to the upcoming solicitation. It is the intent of the Department to issue a new solicitation within the next 60 days upon confirmation of funding.
3. The current contractor is providing satisfactory services and is uniquely positioned to ensure continuity of services.
4. The estimated cost to the District for this temporary emergency period is fair and reasonable based on DGS' historical data on similar services.
5. An emergency procurement is the most advantageous method to minimize disruption to overall facility operations; it ensures a continuation of service while the District prepares and finalizes a solicitation for competition and awards a contract.

5. CERTIFICATION BY THE FACILITIES DEPUTY DIRECTOR:

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

04/30/2021
Date

Donny Gonzalez
Donny Gonzalez
Deputy Director | Facilities Management

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 award to **RWD Consulting, LLC**. In addition, please be advised that the Department's notice of the captioned emergency contract 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.

05/03/2021
Date

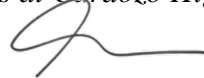
Kimberly Gray
Kimberly Gray
Contracting Officer | Goods and Services

7. CERTIFICATION BY THE CHIEF OF CONTRACTS AND PROCUREMENT:

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, the Department of General Services (DGS), Chief Contracting Officer approves the use of the Emergency Procurement method as the only viable method of procurement to prevent serious disruption in the Department's *Consolidated Maintenance Services at Cardozo High School*.

5.3.21

Date



George G. Lewis, CPPO

George. G. Lewis, CPPO

Chief, Contracts and Procurement