

## Contracts & Procurement

### DETERMINATION AND FINDINGS FOR EMERGENCY PROCUREMENT

**Agency:** Department of General Services (the “Department” or “DGS”)  
**Contract:** DCAM-20-NC-EM-0073  
**Caption:** City-wide HVAC Technician Services  
**Contractor:** RSC Electrical and Mechanical

### FINDINGS

#### 1. AUTHORIZATION:

Chapter 47 of title 27 of the DCMR Section 1702 and PPRA Sec. 405 (d); *Emergency Procurements*.

#### 2. MINIMUM NEED:

The Department of General Services (DGS) has an immediate need for RSC Electrical and Mechanical to provide comprehensive HVAC Technician Services for various District owned and operated facilities to ensure effective performance of all HVAC for a period of no more than 120-days in accordance with Chapter 47 of title 27 of the DCMR Section 1702 and PPRA Sec. 405 (d); *Emergency Procurements*.

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

The estimated fair and reasonable price for HVAC Technician Services will be provided on a Time and Materials basis with an aggregate amount Not-to-Exceed **\$200,000**.

#### 4. FACTS WHICH JUSTIFY AN EMERGENCY PROCUREMENT:

In accordance with the D.C. Official Code §2-354.05 and 27 DCMR Section 1702 and PPRA Sec. 405 (d), the purpose of this emergency contract is to prevent the unsafe conditions that could cause a threat to public health, welfare and property, and to prevent a disruption of the daily operations and critical care services provided by the Districts. 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 including but not limited to HVAC maintenance and repair services, comprehensive janitorial, operations, maintenance and repair and trash collection, hauling and disposal services of various District owned and or operated facilities such as municipal buildings, schools,

recreation centers, homeless shelters and transitional living facilities. (D.C. Code § 10-551.01(b) (4), “the Department of General Services Establishment Act of 2011”)


This Emergency Contract allows the District time to evaluate and award Solicitation DCAM-20-NC-RFP-0013 which will provide On-Call Facility Maintenance and Repair Services for Group A-HVAC Technician Services. As previously stated, failure to continue with services or any disruption of the daily operations would quickly create unsanitary, unhealthy and potentially life-threatening conditions for District government employees and the public. During this 120-day contract term the Contractor will perform the following:

1. Preventive Maintenance on cooling equipment for Summer readiness
2. Switchover of HVAC equipment from heating to cooling.
3. HVAC critical equipment repairs made after heating to cooling switchover.
4. Chemical water treatment repairs

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

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

04-30-20  
Date


  
\_\_\_\_\_  
Donny Gonzalez  
Deputy Director of Facilities Management Division

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

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

4.30.2020  
Date

  
Franklin Austin, CPPB, CPM  
Contracting Officer

**7. CERTIFICATION AND DETERMINATION BY THE CHIEF PROCUREMENT OFFICER AND ASSOCIATE DIRECTOR CONTRACTS & 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 of comprehensive HVAC services for the Districts owned and operated facilities City-wide.

\_\_\_\_\_  
Date

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George G. Lewis, CPPO  
Chief Procurement Officer and Associate Director  
Contracts & Procurement